

Carman Collegiate

HOME OF THE



9 - 12 Handbook
2021-2022

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Carman Collegiate Mission:

Carman Collegiate students will grow and develop holistically through a combination and variety of curricular, co-curricular, and leadership learning opportunities that ultimately prepares them for a responsible, productive and successful life path guided by respect for themselves, others and the environment.

Vision:

Holistic growth encompasses academic, physical, creative, and social-emotional learning needs.

Learning opportunities will occur in a safe, supportive learning environment which appropriately recognizes and accounts for student's individual needs, abilities, interests, and learning styles.

Carman Collegiate students will graduate with a knowledge base, skill set, and ability to communicate that will allow them to be both independent and employable.



Carman Collegiate Code of Conduct

Carman Collegiate students will grow and develop holistically through a combination and variety of curricular, co-curricular, and leadership learning opportunities that ultimately prepares them for a responsible, productive and successful life path guided by respect for themselves, others and the environment.

Positive Expectations:

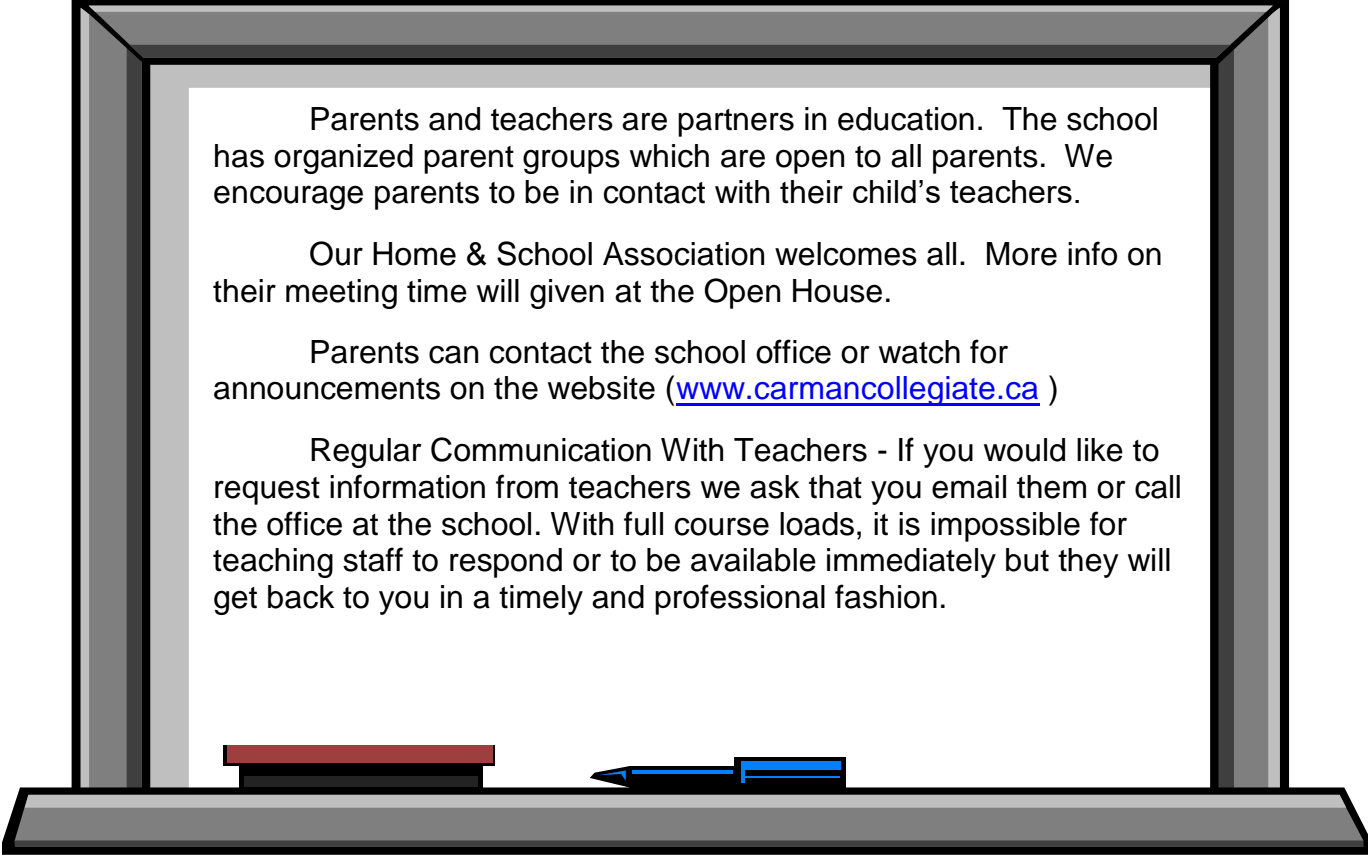
1. Be present and on time.
 - a. Have proper materials
 - b. Be positive and ready to work
 - c. Work in assigned areas
2. Strive for personal best.
 - a. Be prepared to work cooperatively
 - b. Be respectful to all
 - c. Complete own work
 - d. Work and allow others to work
 - e. Use time effectively for intended purpose
3. Have respect for yourself.
 - a. Strive for academic excellence
 - b. Live a healthy substance-free school life
 - c. Be involved in extra-curricular activities
4. Respect the rights and safety of others
 - a. Choose appropriate dress
 - b. Be conscientious of allergens
 - c. Demonstrate appropriate and decent behaviors
 - d. Respect individual differences
 - e. Interact with peers and staff cooperatively and safely
 - f. Use encouraging and respectful language
 - g. Respect the privacy of others and their personal belongings
 - h. Keep the school and school functions free of illegal substances and illegal activities
 - i. Use personal electronic devices when granted permission and for positive uses
 - j. Use vehicles safely and according to Divisional Policy
5. Respect your environment
 - a. Keep the environment clean and tidy
 - b. Care for the facility, furniture, equipment and materials
 - c. Use equipment safely and within appropriate use guidelines
 - d. Eat and drink in supervised and assigned areas

Carman Collegiate School Goals 2021-2022

Carman Collegiate school goals effective September 2014 have been developed from research conducted on Resilience Research, The Circle of Courage, and Self-Worth Research. These areas have determined four universal growth needs of all children. The four growth needs, depending on the research area, may have different names, but the nature of the growth needs is consistent. The four areas adopted by Carman Collegiate include a combination of these research areas. They are:

- Belonging – the opportunity to establish trusting connections. Students will have a sense of significance, and the individual believes “I am appreciated.” Students will have a motivation to affiliate and form social bonds.
- Achievement – the motivation to work hard and attain excellence. Students will have a sense of competence, individuals will believe they can solve problems. Students will have the opportunity to solve problems and meet goals.
- Independence – the opportunity to build self-control and responsibility. Students will have a sense of power, individuals will believe they can set their life pathway. Students will have the motivation to manage self and exert influence.
- Altruism – the motivation to help and be of service to others. Students will have a sense of virtue, individuals will believe that their life has purpose. Students will have the opportunity to show respect and concern.

Parent Information



Parents and teachers are partners in education. The school has organized parent groups which are open to all parents. We encourage parents to be in contact with their child's teachers.

Our Home & School Association welcomes all. More info on their meeting time will be given at the Open House.

Parents can contact the school office or watch for announcements on the website (www.carmancollegiate.ca)

Regular Communication With Teachers - If you would like to request information from teachers we ask that you email them or call the office at the school. With full course loads, it is impossible for teaching staff to respond or to be available immediately but they will get back to you in a timely and professional fashion.

School Hours – The school doors are open at 7:00 a.m. and close at 9:00 p.m.

Canteen – The Canteen sells meal tickets for \$20 each. As you buy food it will be subtracted from your card and when you have a few dollars left the canteen workers will let you know so you can buy a new one. Specials are announced weekly through our newsletter and posted in the school.

Student Conferences - Conferences are held twice per year in conjunction with reporting periods (November and March). We ask that Parents are respectful of the 15 minute time slots to ensure that all parents are able to see each teacher.

Volunteering - Parents who are interested in helping with events and activities at the school are asked to either call the office or let the supervising teacher for each activity know of their interest. If you are interested in assisting in the classroom, please contact the office. Criminal Record Checks and Child Abuse Registry Checks are required.

Dress Code - Parents are asked to ensure that their kids are dressed appropriately for school on a daily basis (for both warm and cold weather conditions). Please review the dress code and sign the appropriate form indicating that you have read and understand the expectations regarding clothing.

Student Information

General Information

1. **ALLERGY INFORMATION – We are a Nut, and Scent free building!**
2. Over the years we have experienced some difficulty with students crossing or walking on Highway #3. Please exercise caution when crossing this extremely busy highway. **Students are expected to use the crosswalk.**
3. Lunch Hour & Canteen: All lunch must be eaten in the canteen, outside, or other designated areas. Please cooperate by using the garbage disposal units placed throughout the school area and grounds. Drink machines are located in the canteen. Hot & cold meals and snacks etc. can be purchased in the canteen as well. Students must be seated while eating lunch. Each student is responsible for picking up paper and solid refuse. We are recycling. Please dispose of bottles and cans in the proper containers – all “spills” should be wiped up immediately. The canteen will be open from 7:30 a.m. – 3:40 p.m. There are 4 microwaves in the canteen area for student use.
4. Students in grades 10-12 have open campus privileges. During “spares” they are permitted to sign out and leave the school. Parents who wish to restrict their child’s privileges are asked to call the office. Students in grades 6-9 are required to remain on campus during instructional hours.
5. There is a phone for student use located just outside the main office. (Local calls only)
6. Parents are asked to contact students through the office, and not to call during class time, unless it is an emergency. For any calls that do come in, a message will be taken and given to the student at the end of classes. All messages for students must be into the office prior to **3:00** each day. Please note devices/phones are used in class as tools for learning, and teachers may restrict the use of cell phones to that purpose.
7. All visitors are asked to report to the main office. Parents picking up their children for appointments, please check in at the office.
8. All absentees are asked to account for their absence by a phone call (verbal) or a signed note (written) to the office.
9. In order to be excused from regular classes for special events (sports, field trips . . .) students are responsible for informing their teachers prior to the event and for obtaining assignments and keeping up with course work.
10. The LOST & FOUND is located in the gym. The Lost & Found will be cleared each term with articles given away to charity organizations.

11. **LOCKERS:** Lockers & Locks are supplied to students at Carman Collegiate. **KEEP YOUR LOCKER LOCKED AT ALL TIMES!** Students are reminded to **keep their assigned lockers neat and tidy.** Students **cannot trade lockers.**
12. Students are asked to exercise caution in leaving valuables (Money, watches, wallet, etc.) lying around the school (ie. Change room) The school WILL NOT be responsible for any valuables lost, stolen or misplaced.
13. If you are physically unable to participate in gym classes, or if there are certain phases of Physical Activity in which you should not participate, you must supply the office with an official letter from a doctor stating the diagnosis, the length of time to be excused or other pertinent information. For emergencies a note from the parents will be accepted provided the reasons are obvious.
14. **IMPORTANT NOTE:** All students and parents should make themselves aware of the Carman Collegiate Code of Conduct & Policies:
- a) Academic Integrity Policy
 - b) Attendance Policy
 - c) Dress Code Policy (Divisional Policy JICA)
 - d) Drug & Alcohol Policy (Divisional Policy AJ)
 - e) Smoking Policy
 - f) Technology & Communication Device Policy
 - g) Prairie Rose School Division Code of Conduct

A decorative border of colored pencils surrounds the text. At the top, three pencils (brown, green, red) are arranged horizontally. On the left, a yellow pencil is vertical, followed by a blue pencil, a red pencil, and a green pencil. On the right, a blue pencil is vertical, followed by a yellow pencil. At the bottom, a brown pencil, a yellow pencil, and a blue pencil are arranged horizontally. In the bottom right corner, there is a teal pencil holder containing several colored pencils (red, yellow, blue, green, brown).

First Day Hints

Grade 6, 7, & 8 Students – Thursday, September 9, 2021
Grade 9, 10, 11 & 12 Students – Friday, September 10, 2021

1. Bring your supplies to school in a backpack. Lockers will be assigned in the first day and supplies can be organized in the locker.
2. Sometime in the morning you will attend an opening assembly in the theatre with your homeroom.
3. Ask any teacher or adult to assist you if you encounter any problems.

Grade 9 – 12 Supply List

This is a suggested supply list. Teachers may ask students to get specific supplies for their class.

General

- Pencil case with pens (red & blue), pencils, eraser, markers, pencil crayons, highlighters, scissors and glue stick
- 3 ring binders for each subject with loose leaf in each binder
- Dividers for each binder
- Packages of plastic sheet protectors for Portfolios (Gr 9 – approx. 40 required & Gr. 10 – 12 approx 30 required)
- Duotangs
- Lock – will be supplied by the school

Math

Scientific/Graphing Calculator TI 83 (Texas Instrument) for Applied Math

Scientific (non graphing) calculator for Essential Math

Geometry Set (at least a ruler and protractor)

Students may have to replenish supplies throughout the year. Other items may be added to the list as required.