

Sargent Park School

Handbook



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WINNIPEG SCHOOL DIVISION

Website: <http://www.winnipegsd.ca/schools/sargentpark>

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Sargent Park Behaviour Pillars



SARGENT PARK SCHOOL

be

RESPECTFUL

re·spect·ful • \ri-'spekt-fəl • *adjective*
Showing you value others by treating them in a courteous and considerate way.

be

RESPONSIBLE

re·spon·si·ble • \ri-'spän(t)-sə-bəl • *adjective*
Making good decisions and caring for others.

be

SAFE

safe • \säf\ • *adjective*
Keeping yourself and others free from risk, danger, harm or damage.

TABLE OF CONTENTS

MISSION STATEMENT

1. A TYPICAL DAY AT SARGENT PARK SCHOOL

- School Bells
- Class Changes
- School Map

2. SCHOOL RESOURCES

- Library
- Innovation/Technology
- Guidance Counselor
- Clinical Support Services
- Patrols

3. PROGRAM DESCRIPTIONS

- Integrated Special Education/Resource Programs
- Classroom-Based Support/Resource
- Integrated Gifted & Talented Program
- Integrated English as an Additional Language (E.A.L.)
- Performing Arts/Dance
- Physical Education
- Art
- Practical Arts

4. POLICIES

- Reporting/Promotion Policy
- Homework

5. EXTRA-CURRICULAR ACTIVITIES

- Sports
- Music
- Clubs/Programs
- Student Council
- Be the Change Group

6. YEAR-END AWARDS AND CELEBRATIONS

Consequences are clearly identified for failure to meet the behavioural standards. Such behavioural action plans are documented, with copies provided to all concerned parties.

FORMAL ADMINISTRATIVE PROCEDURES

Incidents will be documented and parents will be notified. In-school suspension is maintained until parents, administration, and appropriate staff have met. The student must commit to a written plan of action designed to modify the underlying behaviour. Behaviour will be monitored and documented over a period of time, after which a follow-up conference will take place. Under extreme cases the child will be suspended.

SUSPENSION

Suspension from school is a serious consequence that is imposed subject to Board Policy and Procedures. See School Division Policies and Procedures.

OUTSIDE AGENCIES

Whenever necessary, the appropriate outside agency will be notified. (Child and Family Services, Student Services, Police, Truancy Officer, etc.)

EXPULSION

At the discretion of the Board of Trustees.

All students at Sargent Park School receive Internet Safety awareness. Students practice responsible use of technology systems, information, and software following the Winnipeg School Division Policy JFCBA - Appropriate use of Communication Devices and On-line Information. Students develop the understanding of the ethical, cultural, and societal issues related to technology.

The Internet Safety and Health classes include discussions on anti-bullying through Restorative Practices, Kids in The Know, Roots of Empathy, Skillstreaming, and Second Step Programs. Presentations, small group and whole class activities are used to review anti-bullying information and reinforce concepts and strategies for students. Additionally we offer further bullying prevention resources throughout our Safe and Caring school-based mental health initiatives, programs and strategies. Creating a safe school is a major focus and priority. (e.g. Speak Up program, Thrival Kits, Pink Day....)

Bullying physically, socially and or psychologically will not be tolerated. This includes: harassment, intimidation and or threats made verbally or through electronic media or social networks.

If parents would like to appeal disciplinary decisions, or if they have any questions or concerns, please speak to the person who gave the consequence. If not satisfied, please contact the principal, and if still not satisfied, contact the district superintendent.

RANGE OF CONSEQUENCE

7. SARGENT PARK PARENT TEACHER ASSOCIATION

- Lunch Program
- Volunteers

8. GENERAL INFORMATION

- Canteen
- Jr/Sr High Lunch Hour
- Picking up Nursery-Grade 3 Students
- Absence Reporting
- Fundraising
- Driving Children to School
- Dress Code

9. SCHOOL SAFETY PLAN

- Emergency Evacuation
- Security Procedures
- Photos/Videos

10. CODE OF CONDUCT

- SARGENT PARK BEHAVIOUR PILLARS (INSIDE FRONT COVER)
- 3 BEHAVIOUR ANCHORS
- COMMON AREA EXPECTATIONS
- BULLYING PROGRAM
- INTERNET SAFETY/BULLYING PROGRAMS

INFORMAL CONTACT

All concerned parties will meet with the student to reach an agreement regarding the student's behaviour.

STUDENT CONFERENCE

A conference will be held with the student, teacher, administrator and appropriate staff to develop a plan for changing the student's behaviour. Parents may be notified/involved.

PARENTAL/GUARDIAN INVOLVEMENT

The parent will be contacted to discuss the specific behaviour of the student and steps that must be undertaken to change the behaviour. The nature of contact could vary from a telephone conversation to a formal conference at the school involving the parent, student and school personnel.

DETENTION OF STUDENT

The student will be detained at the school according to Division policies and procedures (Elementary - maximum 20 minutes with parents/guardians notified; Jr. High - maximum 45 minutes with parents notified after 4:00 p.m.). If students have commitments, alternate arrangements will be made.

WITHDRAWAL FROM CLASSROOM SETTING

The student will be temporarily withdrawn from the classroom setting and relocated to a supervised alternate location.

IN SCHOOL SUSPENSION

The student will be withdrawn from a classroom setting to a supervised alternate location for half a day or more. Parents will be notified.

REMOVAL OF PRIVILEGES

Access to playground, lunchroom, canteen, vending machines, and participation in field trips, extra-curricular activities, and special events will be removed. The school will notify the parent when such privileges are removed. Access to the use of technology and online resources can be removed.

RESTITUTION

The student or parent may be required to compensate for damages incurred. Such restitution may be monetary in nature but could take alternate forms.

BEHAVIOURAL/PERFORMANCE CONTRACT

In some instances, the student will be required to meet specific behavioural standards. Such expectations are developed between the school, the parent, and the student.

CODE OF CONDUCT

Behaviour	Student	Parent/ Guardian	School	Range of Consequences
Substance Abuse	Is prohibited from trafficking, possession and use of tobacco, alcohol, illicit drugs and solvents on school property or attending school under the influence.	Enforce the laws regarding possession and use of illegal substances. Keep communication open with child and provide positive healthy role models.	Demonstrate positive health choices. Provide appropriate role models and encourage positive health attitudes. Provide clear outline or policy on substance abuse.	Seize materials Withdraw student from situation Parental involvement Suspension Outside agency School Resource Officer - SRO
Possession of a Weapon (any object designed or used to injure, threaten or intimidate another student or staff)	Shall not possess a weapon for any purpose. Will not be tolerated on school property.	Discourage violence in the home, school and community. Instill acceptable social values and respect for the law. Be aware of school division policies. Support and endorse these policies.	Seize all objects meant to threaten, intimidate, or injure.	Withdraw student from situation Parental involvement Suspension Expulsion Outside agency SRO Involvement
Respect for Authority	Recognize and accept the levels of authority within the school.	Encourage respect for the authority levels within the school.	Enforce school policies.	Formal administrative procedures
Respect for Others	Contribute to a safe, secure learning environment. Respect the rights of others. Intimidating gestures, words, actions that threaten the safety of another person will not be tolerated. Inappropriate language against race, religion, ethnic background, and gender will not be tolerated. Respect others online at all times.			Formal administrative procedures
Respect for Property	Encourage respect and responsibility for public and personal property. Encourage pride in the school. Any physical, out of control aggression with intent to hurt and injure where a student does not respond to adult intervention will result in a visit to the office, an incident report filled out and parents contacted. If the principal/designate observes that a pupil of the school has been harmed as a result of the unacceptable conduct, the principal will, as soon as reasonably possible, notify the pupil's parent or guardian of the nature of the harm, the cause and steps taken to ensure the pupil's future safety. Administration will review the incident and decide on a consequence and inform both parents/guardians			

WELCOME TO SARGENT PARK SCHOOL

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Dear Parents/Guardians and Students:

The purpose of this handbook is to provide you with pertinent information about the operation of our school. We would like to encourage you to review it as a family and use it as a quick reference throughout the school year. Additional information such as newsletters, specific reminders, and pertinent divisional information will also be distributed to students to keep you fully informed.

We believe in the partnership between home and school and we look forward to keeping these lines of communication open at all times of the year.

Sargent Park School Staff



**SARGENT PARK SCHOOL
MISSION STATEMENT**

*Sargent Park School,
in close partnership
with its parents/guardians
and community,
provides a nurturing
and active academic
learning environment
in which students become healthy,
creative, life long learners
and cooperative, responsible, global citizens.*



CODE OF CONDUCT

Sargent Park Code of Behaviour, Responsibilities and Expectations

Behaviour	Student	Parent/Guardian	School	Range of Consequences
Readiness	<p>Have all materials (books, homework, student organizer etc.) and assignments completed for active participation.</p> <p>Have supplies ready and be focused to learn in all classes.</p> <p>Be responsible for completion of missed assignments.</p>	<p>Prepare students for school and encourage a productive school day.</p> <p>Contribute to the overall well-being of the child.</p> <p>Remind students of the organizer (and supplies) to ensure proper use of it.</p> <p>Student Agendas</p>	<p>Assume the responsibility to deliver the program.</p> <p>Provide a clear outline of expectations and required materials.</p> <p>Keep accurate and appropriate records.</p>	<p>Informal contact</p> <p>Parental Involvement</p> <p>Withdrawal from classroom setting</p> <p>In-school suspension</p> <p>Student conference</p> <p>Removal of privileges</p> <p>Behaviour contract</p>
Attendance and Punctuality	<p>Attend school and classes regularly and punctually.</p> <p>Leave the school grounds promptly when dismissed.</p>	<p>Encourage and ensure regular, punctual attendance.</p> <p>Contact school by note or phone when the child will be absent.</p>	<p>Keep accurate records.</p> <p>Adhere to call back policy.</p> <p>Determine reasons for absence.</p> <p>Adhere to daily schedule.</p>	<p>Informal contact</p> <p>Parent interview</p> <p>Detention</p> <p>Outside agency</p>
Proper Dress	<p>Dress appropriately: (Examples of inappropriate clothes are gang-related clothing, offensive t- shirts, revealing clothing, hats, bandanas and hoods.)</p>	<p>Provide your child with appropriate and adequate seasonal clothing.</p>	<p>Provide appropriate role models.</p> <p>Clearly define appropriate dress for specific areas and activities such as Industrial Arts and Physical Education.</p>	<p>Informal contact</p> <p>Withdrawal from classroom setting</p> <p>Parental involvement</p> <p>Attendance Officer</p>
Internet and E-Mail	<p>Respect appropriate use of electronic mail and the Internet, including the prohibition of accessing, uploading, downloading or distributing materials that the school has determined to be objectionable.</p> <p>Respect others online at all times.</p>	<p>Remind students that access to computers, email, and the Internet is for educational purposes.</p> <p>Acceptable Use Policy JFCBA</p>	<p>Provide a clear outline of expectations and prohibited content.</p> <p>Acceptable Use Policy JFCBA</p>	<p>Withdrawal of computer privileges.</p> <p>Parental involvement.</p> <p>Suspension</p>

A TYPICAL DAY AT SARGENT PARK SCHOOL

SECURITY PROCEDURES

Sargent Park School and the Winnipeg School Division believe the safety and security of students and staff is a major priority. While schools cannot prevent a crisis situation from happening, they can be prepared to respond quickly, efficiently and appropriately. Knowing what to do in an emergency situation helps to ensure the safety of all students and staff.

Each year the school takes several precautions to help prepare students and staff for possible situations. Fire Drills are practiced in order to prepare students for a possible emergency. The school also prepares for security issues and also practices for possible emergency security situations with a lockdown procedure. Should security of the school be put into danger the school will implement a lockdown procedure. If this is required an announcement will be made stating:

"Attention all staff and students, Attention all staff and students. Activate lockdown, Activate lockdown -NOW!"

When school is under a lockdown, parents/guardians should remain in the school until the all clear is given.

In the event of a possible threat or safety issue outside of the school the school may implement a Hold and Secure procedure. If this is required an announcement will be made stating **"Attention all staff and students, Hold and Secure is in effect."**

When school is under a hold and secure, all doors will be locked and hold and secure signs will be posted. Parents/Guardians should not leave the building or enter until signs are removed.

It is important to be prepared for any possible emergency. Sargent Park strives to provide a safe and welcoming environment for our entire school community.

SCHOOL BELLS

The morning bell rings at 8:50 a.m. Students begin classes at 9:00 a.m. Students are expected to use this time before the announcements to organize their books and supplies needed for the morning classes and to report to class in time for attendance.

Outside supervision for elementary students starts at 8:40 a.m. Please do not send children to school before this time unless they are expected in a supervised activity.

8:50 a.m.	Bell rings - Entry into school
9:00 a.m.	Announcements/Attendance
*10:40 - 10:55 a.m.	Recess
11:45 - 12:40 p.m.	Jr/Sr high Lunch Break
12:00 - 12:55 p.m.	Elementary Lunch Break
*2:05 - 2:20 p.m.	Recess
3:30 p.m.	School Dismissal for all Students
*Bell times subject to change	

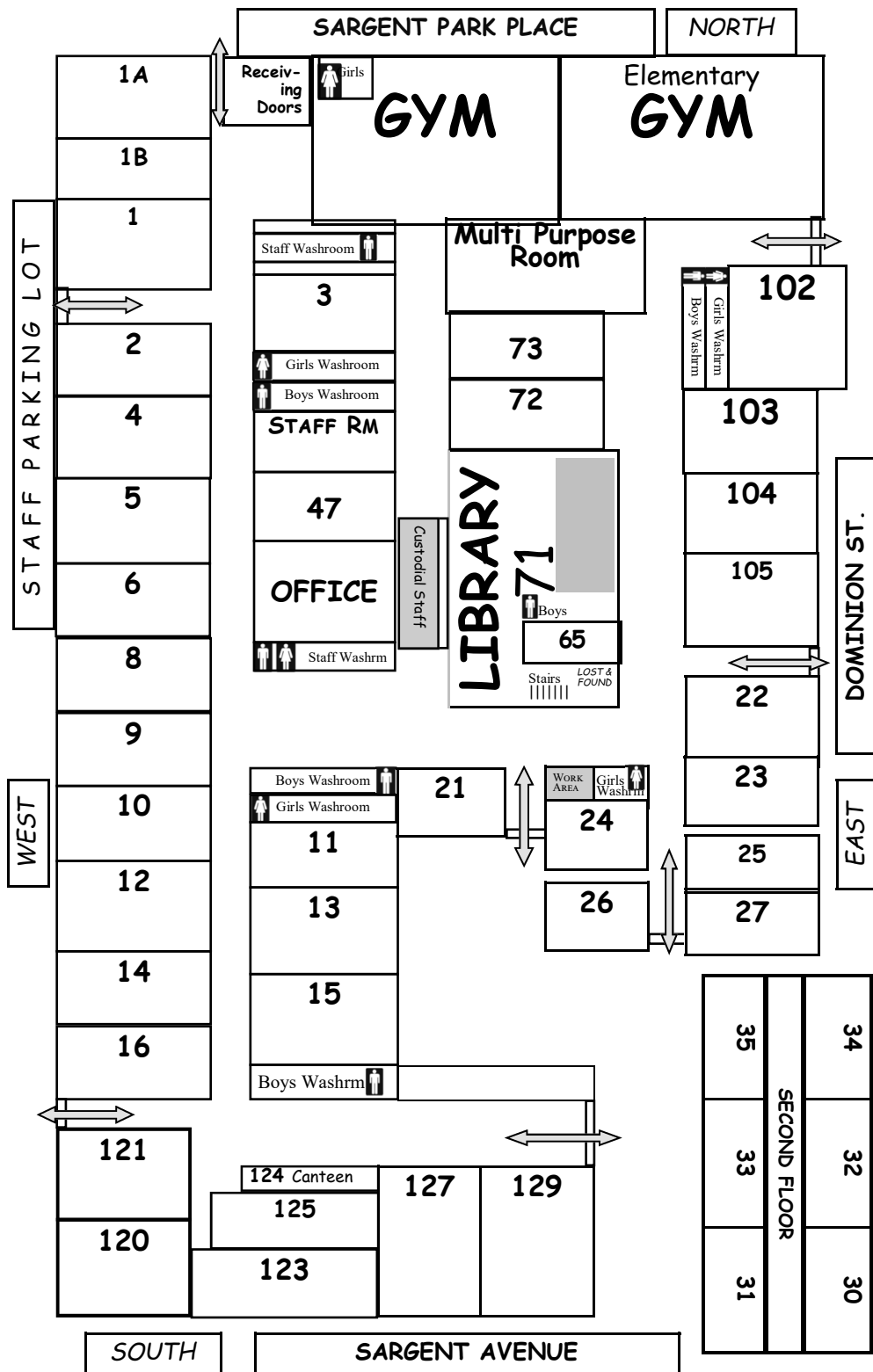
3:30 DISMISSAL

All students not involved in supervised extra-curricular activities must leave the school grounds promptly. Parents/guardians please ensure that there is a plan for your child in case there is nobody at home.

CLASS CHANGES

Classes run on a 6-day cycle. Jr/Sr high students have 6 periods per day:

Period 1	9:00 - 9:55 a.m.
Period 2	9:55 - 10:50 a.m.
Period 3	10:50 - 11:45 a.m.
Period 4	12:45 - 1:40 p.m.
Period 5	1:40 - 2:35 p.m.
Period 6	2:35 - 3:30 p.m.



SCHOOL SAFETY PLAN

Sargent Park has a detailed school Safety Plan that addresses different types of emergency and crisis situations. A copy is kept in the office for parental perusal.

EMERGENCY EVACUATION

In the case of an emergency, students from Sargent Park School would be taken to Cindy Klassen Recreation Complex, at 999 Sargent Avenue phone 204-986-3923. Prince Charles ERC will be an alternate location if needed, 1075 Wellington Avenue phone 204-788-0203. If these sites are not available, the division will provide school buses to remove the students to a safe place. In the event of such an emergency, staff takes with them emergency contacts for all families. It is of the utmost importance that all families return the student description forms EVERY year to update all contact information (and inform the school throughout the year if information changes). In the event of an evacuation, information would be passed to the public through the school division communication officer.

PHOTOS/VIDEOS

Reminder to Students, Parents, Guardians and Family members: To help our students stay safe please remember that publication of the photos and videos you take is restricted. We ask that you consider the privacy and safety of ALL students, and if publishing to your social media, use only those photos that feature your own children. We recognize that capturing these moments is rewarding for both your family and our school, but we must always remember the security of our children, especially those who are in protective care, when it comes to sharing their image on the internet. Thank you for your cooperation in this important matter.

ABSENCE REPORTING

Parents are to enter absences in the Safe Arrival system. Call 1-855-278-4513 or download the app to your smart phone.

FUNDRAISING

Sargent Park School raises funds to offer students an opportunity to participate in a wide range of activities. Fundraising benefits every student in the school in many different ways. We engage in fundraising to help students reduce the costs in the many activities that are not funded in whole or in part, by the school division. Funds are also used to support technology, performing arts, and athletic programming.

DRIVING CHILDREN TO SCHOOL

The safety of your child(ren) is very important. Dropping off or picking up your child(ren) by vehicle on Dominion St. and Sargent Park Place is dangerous. We encourage you to arrange alternate locations.

Parents/Guardians are reminded that stopping on the east side of Dominion heading north is illegal, as well as being dangerous for your children. Parents/Guardians cannot use the driveway off Dominion Street at the receiving doors or the driveway that leads on to the school playground - this is where the school bus stops. The parking lot is for staff only and is not to be used as a drop off or pick up point. This is also a dangerous practice.

DRESS CODE

When the warm weather arrives please ensure your children dress appropriately for school. It is impossible to make a complete list of all items that may be appropriate or not appropriate, therefore, we rely on you to help your children make good judgments. Clothing with offensive language, or midriffs are a few examples of inappropriate school clothing. Hats are considered outside attire and are not to be worn in the school. Beach attire is also considered not appropriate for school.

LIBRARY

The Sargent Park Library supports programming and resource-based learning at all grade levels. The Library is open to Jr/Sr high students from 8:00 a.m. to 11:45 and 12:40 p.m. to 4:30 p.m. every school day for students to read, do homework or work on school assignments on the computer. When students require usage of a computer before or after school, they must inform the staff member in charge of the nature of their task. Students from Grade 1 to 9 take out books from our collection once per cycle and are responsible for the safe return of these books. Students begin taking Library books home in Grade 2.

Once students reach Grade 7 the Library staff puts no restrictions on the type of literature they borrow from the Library. Books that are damaged need to be either replaced or worked off in the Library, and until this is completed, student lending privileges are suspended.

The Library has computers and Chromebooks for class use and students are required to sign in when they sit down at a computer station. Students save their work in a folder for their usage only. Any student who is suspected of trying to enter suspect sites, opening other students' work or any other disruptive or inappropriate behaviour will have computer privileges suspended for a period of time which matches the infraction. Jump drives brought from outside the school must be given to a staff member to scan for viruses.

INNOVATION AND TECHNOLOGY

Sargent Park is equipped with computers, Chromebooks and iPads in the Jr/Sr high lab and Library); and a varying number of computers and iPads in each classroom.

Technology is infused into the everyday life of the school, as well as introduces staff and students to innovative technologies. It strives to increase the Information and Communication Technology literacy of students and staff so they are better able to acquire, evaluate, organize, synthesize, create, and communicate information.

The information age and technology are bringing student-learning activity to the Internet for more educational purposes. At times, students will be directed to specific sites; other times, they will find things by using a search engine. The World Book Encyclopedia - online is the ongoing reference site available at school and at home with user ID and Password. Citation and reference of Internet resources is required in the projects and presentations.

Students/Parents/Guardians are required to complete the "Use of Internet Resources" form in which they agree to comply with the Sargent Park School 'Code of Conduct' and the WSD 'Rules and Regulations'. Teachers follow safe Internet practices that promote Internet safety online and use of student WSD email. The students are educated in following safe Internet practices at home when using the Internet for schoolwork and for pleasure. Cyberbullying and Bullying Hurts Everyone is a WSD resource available to assist users in safe practices and responsible 'etiquette' online. Unsafe practices will result in a termination of the user's access to computer resources.

Grade 8-9 Bring Your Own Device: Students may bring their own phones, laptops, and tablets, which can be used on the wireless network. This privilege is intended for learning purposes only.

GUIDANCE COUNSELORS

Sargent Park School has a full time guidance counselor available to students. Service may be provided to students individually, in small groups or to entire classes. Some issues that are commonly addressed by the counselors are social-emotional concerns, relationship difficulties, attendance, bullying, adolescence issues and making choices about high school and further studies. Parents are invited to contact the counselors directly if they have concerns.

CLINICAL SUPPORT SERVICES

The Clinical Support Services (C.S.S.) is a multidisciplinary educational support service that seeks to address the behavioural, social, emotional, and educational needs of students who are of concern to their teachers, parents, and/or health professionals in



GENERAL INFORMATION

CANTEEN

The school offers a lunch hour canteen for students and staff. The canteen offers a variety of products. The canteen opens for Jr/Sr high students at 11:45 a.m. and remains open for elementary students till 12:15 p.m.. Parents/guardians are reminded not to send an excess of money with students.

JUNIOR/SENIOR HIGH LUNCH HOUR

Jr/Sr high students are dismissed for lunch at 11:45 a.m. They are expected to go home or to a location designated by their parents. Sargent Park School allows students to stay at school free of charge for lunch if they are involved in supervised activities or if they wish to use the Computer Lab.

Students who stay at school during the lunch hour are expected to be out of the hallways by 12:00 p.m. The canteen for Jr/Sr high students opens at 11:45 a.m. and closes at 12:00. p.m. Students are to eat lunch in the gallery in the gym. Students eating lunch in the hallways or washrooms, not cooperating in the gallery or eating in unsupervised locations will be suspended from staying for lunch and using the canteen. Administration will set the length of suspension and parents will be notified. Pizza days will result in the relaxation of lunch rules to accommodate the serving of large numbers of students.

PICKING UP NURSERY - GRADE 3 STUDENTS

Parents/Guardians waiting for students to be dismissed are asked to wait by the door your child is assigned to exit by, or at the sitting area across from the library. Please do not stand outside the classroom door as this causes hallway congestion.

PARENT TEACHER ASSOCIATION

Parents, teachers and administrators bring together ideas and energy at P.T.A. meetings. Information is exchanged, plans for school events are made, educational changes and school board policies are discussed. Parent concerns, educational workshops and fundraising activities are brought forward.

A dedicated combination of executive council members and other parents work and contribute to school and council sponsored events throughout the year. Such events are important in promoting school spirit, community involvement and fundraising for equipment and additional materials, resources and programs for students.

PARENTS ARE WELCOME TO JOIN THE COUNCIL AT ANY TIME DURING THE YEAR. FREE BABYSITTING IS PROVIDED.

ELEMENTARY LUNCH PROGRAM (GRADES 1-6)

The P.T.A. runs a supervised lunch program for students in grades 1 - 6. Registration for the lunch program takes place in the spring and spaces fill up quickly. The lunch program offers a milk program. Being part of the lunch program is a privilege and students are expected to listen to the supervising adults and be on their best behaviour. There is a charge for attending the lunch program and the milk program. Lunch program registration forms are available in the school office.

VOLUNTEERS

As a part of the Sargent Park School community, parent volunteers are an integral component to school life. Volunteers are parents, former employees, university students and seniors in the community. Their work is invaluable to the students and staff. Volunteers do clerical work, work with individual and small groups of students, accompany classes on field trips, and support a variety of special programs: motor skill, speech therapy, hearing and vision screening, immunizations, to name a few. Volunteers also assist library staff by repairing books, carding and shelving books.

If you are interested in being a volunteer please contact the school and the appropriate forms will be provided.

the community. Sargent Park School has access to a C.S.S. team that consists of a social worker, a speech/language pathologist, a reading specialist, an audiologist, a psychologist, and community workers. The members of the team work both independently and in collaboration with each other to provide service to Sargent Park School, its students and their families. Assistance from the C.S.S. team can be obtained by contacting the school at 204-775-8985 or by contacting the Clinical Support Services directly at 204-786-7841.

PATROLS

The school safety patrols consist of squads of grade 5 and 6 students. These students volunteer their time to help ensure that the elementary school children are able to cross streets adjacent to the school safely. School safety patrols are on duty every school day of the year, rain, snow, wind or sunshine. They deserve the respect and thanks of ALL Sargent Park students, parents and community at large for the job they do.

Parents are reminded to ensure that their children do not come to school before the school safety patrols are on duty. Duty times for Dominion Street at Wellington Avenue, Sargent Park Place, and Sargent Avenue are:

8:40-8:55 a.m.	12:00-12:10 p.m.
12:45-12:55 p.m.	3:30-3:45 p.m.

SEVERE WEATHER PATROL TIMES

Patrols will only be at their posts for 5 minutes before the bell rings in cases of severe weather.

QUICK EXIT PLAN FOR EXTREMELY DANGEROUS WEATHER

(e.g.: -45°C with Wind Chill)

At noon and after school during extremely dangerous weather conditions the students will be gathered at a central location in the school, walked to the appropriate corner and crossed as a group.



PROGRAM DESCRIPTIONS

*Subject to Public Health Regulations

Students at each level are grouped in a homeroom with one teacher. This teacher is responsible for monitoring attendance and acting as a contact person for that group of students.

Jr/Sr high students are assigned a homeroom teacher, and these students will work with subject area teachers and other specialists.

All programs are guided by curricula provided by Manitoba Education and Training.

In addition to the regular program, the following are also available:

Grade 4-8: French

Grade 7-9: Art, Band, Dance, Guitar, Practical Arts

Grade 7: Computer Technology, Human Movement and Brain Science, Power and Energy

Grade 8: Technology, Power and Energy

Grade 9: Jazz Band, Choir, Concert Choir, Spanish, Life/Work Exploration

INCLUSIVE EDUCATION/RESOURCE PROGRAMS

Sargent Park School has a team of two special education resource teachers who help to support elementary and secondary students. The philosophy of the program is on individual growth and development. This is achieved by integrating students in the regular classroom setting, with adaptations being made, when necessary, to the daily work. The special education resource teacher and/or educational assistants work with students individually or in small groups within the classroom. An Individual Educational Plan is developed by a team that may consist of the special education resource teacher, the classroom teacher, the parent, the Clinical Support Services team, outside agencies and Division personnel.

EXTRA CURRICULAR ACTIVITIES

Sargent Park School provides many opportunities for students to participate in co-curricular and extra-curricular activities. Most of the following activities are available each year.

SPORTS:

A variety of team games grades 4 -9 in noon hour intramurals

School teams for inter-school competitions in cross country, track & field, volleyball, basketball, soccer, softball, ultimate frisbee, running club, marathon club, badminton, table tennis

MUSIC:

Choirs, musical productions

OTHER:

Clubs/Programs

Recreational sewing

Homework Club

Library Assistants

Be the Change Group

Indigenous Youth Leadership Program

Games Club

Art Club

STUDENT COUNCIL

Being part of the student council requires a great deal of commitment and responsibility. Therefore, students who indicate an interest in being part of student council must be in good academic standing and good citizens.

Student Council runs a variety of activities during the school year. Dances, staff/student games, and spirit week are some examples.

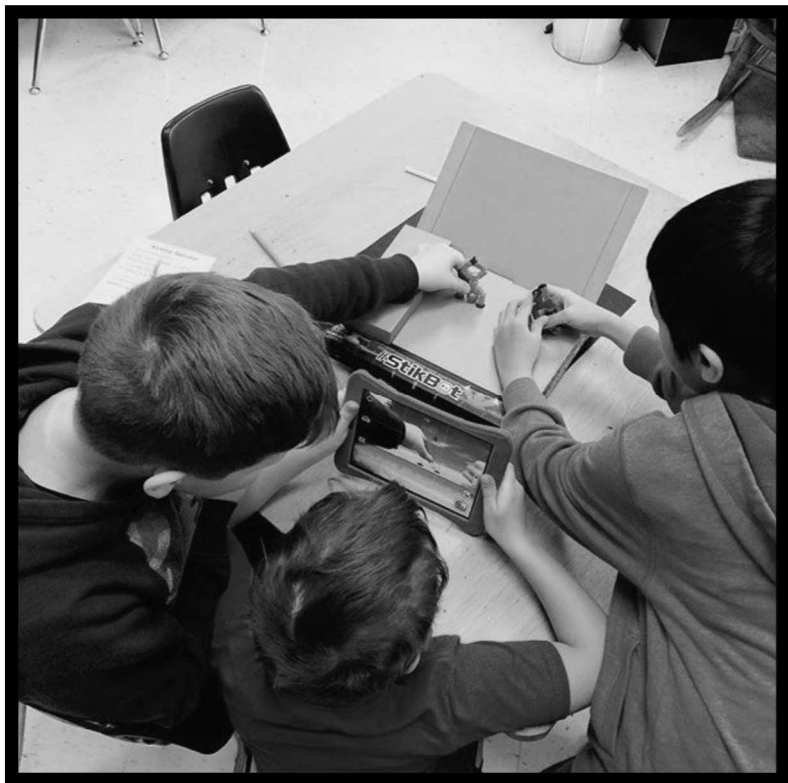
YEAR-END AWARDS AND CELEBRATIONS

- Nursery and Kindergarten students have a year-end celebration in June.
- Grade 1-6 students have a Celebration of Learning in June
- The Jr/Sr High grades celebrate the end of the year with two ceremonies - the Grade 7 and 8 Awards and the Grade 9 Awards and Farewell. Merit and excellence awards are given for citizenship, extra-curricular participation and academic achievement. Numerous other specialty awards are also presented. As well, at the Grade 9 celebration, all Grade 9 students participate in a farewell ceremony.

Parents/guardians are invited to all these celebrations.

HOMEWORK ELEMENTARY

At the Elementary level some homework should be expected and parents should talk to their child's teacher to find out the expectations for that level. Students in grades 1 to 3 are required to do Home Reading every evening.



INTEGRATED GIFTED & TALENTED PROGRAM

The staff at Sargent Park School recognize that all students have special skills and abilities. Opportunities for students to pursue their talents are provided within the classroom setting and at times there are special withdrawal programs in specialty areas such as Math, Physical Education, Art, Music, Research, Technology and Drama for students who display exceptional ability or have special interest in that area.

INTEGRATED ENGLISH AS AN ADDITIONAL LANGUAGE (E.A.L.)

The EAL program at Sargent Park School "bridges the gap" between the EAL classroom and the mainstream classroom by adopting a "whole education approach" to integrating learning strategies, language, and content within the classroom. This provides our EAL students with experiences which complement and parallel the curricula in their classrooms. The focus is the successful integration of our EAL students within their classrooms.

THE PERFORMING ARTS: MUSIC/DANCE/DRAMA

The goal of all music programs at Sargent Park School is to provide an opportunity for all students to develop skills in and an appreciation for music and the performing arts. The music program offers Jr. high Concert Choir. The music program is optional for Grade 7-9 students. We strive to provide the Jr/Sr. High students with an opportunity to participate in a musical production every second year alternating with a band and choral music trip.

PHYSICAL EDUCATION

The physical education program is designed to allow students to develop competencies by progressing through specific levels of activities. The components of the program are: technical skills, theory and practical application. Students participate in physical education classes, inter-room sports and inter-school activities.

The underlying philosophy of the phys ed. program is to enhance a healthy, active, and positive lifestyle. Any students with injuries and/or illness are to be reported to their teacher and/or coach to arrange total or partial exemption depending upon the concern.

A parental note, with medical support will be required if there are special circumstances and/or the condition is long term.

POLICIES

ART

Art is considered essential to promote growth in a child's personal and social development. Art contributes to an understanding of life and humanity across time and place. It tells children about themselves and their world. The art program is optional for Grade 7 - 9 students.

PRACTICAL ARTS

The Sargent Park School program is attended by neighboring schools as well as our own grade 7, 8, and 9 students. It offers electronics, graphic arts, foods/nutrition, and clothing/textiles. The Practical Arts dress codes apply to all shops areas, as specified by the Superintendent in 2011 due to safety concerns. All clothes should NOT be loose fitting, NO shorts or sandals, remove all jewelry, and long hair must be tied back.

“Surround yourself with those who lift you higher.”

- Oprah Winfrey

“Sometimes the questions are complicated and the answers are simple.”

- Dr. Seuss

REPORTING/PROMOTION POLICY

Students in grades 1 - 9 have three reporting periods each school year: NOVEMBER, MARCH, and JUNE.

Report cards are sent home during three of the reporting periods. Parent/Teacher Conferences and/or Student-Led-Conferences with portfolios are held in March. Parents are welcome to meet with teachers at any time during the year to discuss their child's progress. PLEASE CALL AT ANY TIME.

Promotion from one grade to the next is based on a combination of factors, including student achievement, attendance and age. A student who has successfully completed the year's outcomes will be promoted to the next grade level.

When students are working below grade level, they may be 'placed' in the next grade with appropriate programming and supports. When a student is 'placed' in the next grade, an Individualized Educational Learning Plan is completed, shared with the parents and passed on to the next year's teacher(s) to assist in appropriate programming.

Students in grades Nursery to 6 are involved in the Divisional Assessment Program at the beginning of every year. The goal of the program is to assess the progress of students and to give teachers the information they require to program for their students. Results of the testing are shared with the parents/guardians at the first Parent/Teacher conferences in November.

Provincial assessments are conducted at specified times in the year for specific grade levels. School and Divisional exams are written in June.

HOMEWORK JR/SR HIGH

At the Jr/Sr high level, homework is usually assigned on a daily basis. The Jr/Sr high school day is not just 5.5 hours spent in school; there is a certain amount of home time expected (approximately 1 hour daily), that is needed by a Jr/Sr high student to complete assignments and study for regular review.

Students who have been absent are responsible to find out what work needs to be completed and to make arrangements to make up any tests upon their return.