

*Welcome to*

# WHEATLAND CROSSING SCHOOL

GOLDEN HILLS SCHOOL DIVISION NO. 75

*“Outstanding in our Field”*

## Student and Parent Handbook

Kindergarten–Grade Twelve



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## Home of the



[wheatlandcrossing.ghsd75.ca](http://wheatlandcrossing.ghsd75.ca)

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## **Welcome**

Wheatland Crossing School is part of Golden Hills School Division No.75, and one of the few schools that offers a continuous program of education from kindergarten to grade 12. The school serves approximately 400 students and is located at Highway 562 and 840 on the S.E. corner of the intersection. The building's physical address is 241079 Range Road 222. Our program is made possible by students, teachers, parents and community members who share, understand, and respect each other's needs and who are prepared to work in harmony to meet the needs of students. The staff at Wheatland Crossing School pride themselves on knowing each of the students individually and doing whatever it takes to help them be successful.

### **Our Mantra, Mission, Vision Statements**

**Mantra:** *Cultivating Success*

**Mission:** *Every student is a success story in the making.*

**Vision:**

*Working together*

*Cultivating resilient learners*

*Striving for success*

### **Message from the Principal**

Welcome back to all of our returning students. We are excited to have you back. To our new students, we are excited to welcome you to Wheatland Crossing School.

At Wheatland Crossing School, we want to do all that we can to make sure you are reaching your full potential. Cultivating success among our students, and staff, is critical in everything we do. So, what does it take to be successful? I'm glad you asked!

Participation is Essential. Not only does it allow you to be involved in activities, but also to make new friends and connect to everyone in our community. Pick a club, sport or group to be involved in. Attendance is also a critical factor in Cultivating Student Success. With all of the great Powerful Learning that is going on at Wheatland Crossing School, it is essential that students are actively involved in classroom activities every day! We believe that every student is a success story in the making. So make sure you give yourself a chance by committing to attend classes regularly.

In our Accountability Survey, it was clear that parents and students feel that respect for students and staff is extremely important. We as a staff have taken steps with students to instill and nurture respect with some changes in our policies that we know will resonate a culture of respect within Wheatland Crossing.

Wheatland Crossing School is an awesome place. We hope that you will be working hard, Cultivating Success for you and your peers. If every student is a success story in the making, then take advantage of your situation to "bloom where you're planted"! George Washington Carver said, "When you do the common things in life in an uncommon way, you will command the attention of the world"!

Have a wonderful year challenging yourself to be the best version of you possible.

Doug Raycroft

Principal

\_\_\_\_\_ *"Cultivating Success"* \_\_\_\_\_

**School Staff**

**Principal**

Raycroft, Douglas

## **Associate Principal**

Desmet, Tracy

## **Secretaries**

Corbiell, Jana – Secretary

Reagan, Janice - Secretary

## **Support Staff**

Armstrong, Colleen

Armstrong, Lisa

Berjke, Pearl

Carlson, Naomi

Kalbhen, Tyla

Newell, Tamara

Sundgaard, Sharon

Thurston, Krista

Van Dresar, Breane

## **Teachers**

Dahm, Patti - Grade 2

Durant, Taylor - Grade 5

Ellis, Amanda - Jr. High LA, Sr. High English

Filkohazy, Jody - Grade 3/4

Gerritsen, Kathy - Grade 5

Holloway, Cam – Physical Education, Welding, Woodworking

Jensen, Melissa - Gr. 8 Math and Science, Biology

Kathol, Alex - Grade 1, Jr./Sr. High Technology

Kenly, Stephanie – Jr. High Math/Science

Klics, Deb - Kindergarten

Kowula, Christine - Jr. High LA and Social

McKeen, Mark - Jr. and Sr. High Social Studies

Moczulski, Linda - Grade 6

Norman, Stina - Inclusive Education, Foods

Phillips, Tiffany - Career Counselor, Math

Sandersen, Julie - Grade 4

Silva, Justin - Jr/Sr High Science, Math  
Sommerfeldt, Adam - Jr. and Sr. High Science, Outdoor Education  
Stewart, Joy - Grade 3  
Stoodley, Kirstie - Grade 1, Jr. High Technology  
Yu, Ed - Jr. and Sr. High Math, Fine Arts, Physical Education

### **Custodians**

Brindle, Dana  
Neufeld, Wendy  
Yambot, Aranilo

### **Open-Door Policy**

We welcome parents and members of our community/visitors to our school and encourage their support with the school in a variety of ways. We hope parents will call the school whenever they have concerns affecting their children. As a school we believe in *cultivating success*; therefore we maintain an open-door policy in regard to parents and visitors wishing to visit the school, talk to the teachers, or talk to the administration. Do not hesitate to visit the school or call (403)644-3791; we only ask that all visitors to the school report to the office upon entering. These procedures are for the safety and security of the students at the school.

### **Registration Form Information**

When children are registered in school, home phone numbers, address, emergency contacts, parent work numbers etc. are all recorded. Should any of these details change through the school year, please provide the office with particulars so student information can be kept current.

### **School Operation**

The school office is open from 8:00 AM until 4:00 PM during regular school days.

- School doors open for high school students at 8:30 am
- Outdoor supervision for elementary begins at 8:30 am, when busses arrive

- Elementary students are permitted entry to the school at 8:40 am each day. For your child's safety, students should not be dropped off at school before 8:30 am each morning, as there will be no supervision until this time. In inclement weather conditions, doors will open for students at 8:30 am.
- Warning bell sounds at 8:40 for all students to be inside
- Classes begin at 8:45 am
- Dismissal for all students at 3:15pm

### Elementary Timetable

K, 2, 4 & 6 2020-21	
Period	Time
1	8:45 - 9:28 (43)
2	9:28 - 10:08 (40)
Recess 10:08 - 10:22	
3	10:22 - 10:48 (26)
4	10:48 - 11:28 (40)
5	11:28 - 11:59 (31)
Lunch 11:59 - 12:19	
Recess 12:19 - 12:39	
6	12:39 - 1:15 (36)
7	1:15 - 1:55 (40)
8	1:55 - 2:21 (26)
Recess 2:21 - 2:35	
9	2:35 - 3:15 (40)

Gr. 1, 3, 3/4 & 5 2020-21	
Period	Time
1	8:45 - 9:28 (43)

2	9:28 - 10:08 (40)
3	10:08 - 10:34 (26)
Recess 10:34 - 10:48	
4	10:48 - 11:28 (40)
5	11:28 - 11:59 (31)
Recess 11:59 - 12:19	
Lunch 12:19 - 12:39	
6	12:39 - 1:15 (36)
7	1:15 - 1:55 (40)
Recess 1:55 - 2:09	
8	2:09 - 2:35 (26)
9	2:35 - 3:15 (40)

### Jr. and Sr. High Timetable

Period	Time
1	8:45 - 9:28 (43)
2	9:28 - 10:08 (40)
3	10:08 - 10:48 (40)
4	10:48 - 11:28 (40)
Jr. High Lunch Sr. High Flex	11:28 - 11:59 (31)
Sr. High Lunch Jr. High Flex	11:59 - 12:30 (31)
5	12:35 - 1:15 (40)
6	1:15 - 1:55 (40)

7	1:55 - 2:35 (40)
8	2:35 - 3:15 (40)

### **Attendance and Punctuality**

Regular attendance and timely arrival to each class are pillars of *cultivating success*. They are basic characteristics of a self-disciplined, motivated and successful student. Educational research reveals a high correlation between regular attendance and student achievement. Students cannot do their best work unless they are in class and on time. Regular attendance at school also ensures students are eligible to receive credits for a full year's work. Parents are asked to please call the school before 9:00 am to excuse their child from school for the day or let us know if a student will be late. If students need to leave school early we ask parents to call the school to notify the office and students are asked to sign out prior to leaving. In the event that parents or guardians do not call in, an automated call will go out to the family informing them of their child's absence. This is done for the safety of the students in our school. If attendance or tardiness is a concern, teachers and administrators will work with students and parents on an individual basis to best support the student.

### **Late Arrival / Early Departure**

Students who arrive after the entry bell and after classes have started are asked to enter through the front doors and sign in at the office. All other outside doors will be kept locked for security reasons. If a student needs to leave school prior to dismissal time, a note signed by the parent or guardian should be presented to the office or a phone call made to the school prior to the student signing out. Students may not go home during school hours unless someone in authority at home gives permission for them to do so. Prior to leaving, students are required to sign out at the office. This policy is in place for the safety of the students.

## **Dress Code**

Students are expected to dress appropriately for the school environment and for the season. The administration reserves the right to determine the appropriateness of clothing items. Students riding busses are reminded to dress for the weather. All students need winter clothing and boots during cold weather. Elementary students have outdoor recesses each day and need to dress for the weather. Winter clothing, boots, and outside shoes are necessary. At Wheatland Crossing School we respect one another and ask students to remove hats. This policy includes toques, bandanas, hoods over the student's head, etc. All students are expected to remove their head wear at the door and store them in their lockers until the end of the day.

## **Parking**

Students who drive their vehicles to school are expected to **drive in a responsible and mature manner**. During the school hours (8:00 am to 4:00 pm) all students' parking shall be subject to the following regulations:

1. **All students parking shall be restricted to the student parking lot.**
2. Any vehicles in the parking lot must refrain from playing loud music. Alcohol/drugs, smoking, and vaping regulations apply to students who sit in their parked cars and this behavior is strictly prohibited.
3. **There is to be no loitering in the school parking lot.** Students may not hangout at vehicles. Students may not go to their vehicle during class time and they may not use their vehicle as their locker.
4. Students are expected to keep their parking lot clean.

**Wheatland Crossing School is not responsible for any damage, theft from, or loss incurred to a student's vehicle while it is on school property. Irresponsible driving by a student will result in parental notification and a suggestion that the car be left at home. Where necessary, a complaint will be filed with the RCMP.**

## **Alcohol / Toxic Substance Free Environment**

Student possession and/or use of alcohol, tobacco products, vaporizers or other toxic substances, in the context of any school-related activity, is detrimental to a healthy and effective learning environment. Such activity is prohibited and shall be considered a major offense and dealt with firmly, with consequences up to



and including expulsion from school. Students suspected of being under the influence or in possession of alcohol or toxic substances, while in attendance at school or at a school-sponsored activity, shall immediately be reported to the administration. The school administration shall investigate and comply with the procedures set out by Golden Hills School Division #75. A designated smoking/vaping area is located at the east end of the student parking lot for high school students only. Junior High students may not be in the designated smoking area.

## **Volunteers**

Wheatland Crossing welcomes and encourages volunteers in the school as it is key in *cultivating success*. Volunteers greatly enhance our school community and without them certain events and activities would not be possible. In accordance with GHSD policy, volunteers are required to complete a volunteer registration form. A volunteer registration package can be picked up at the main office. If parents would like to become more involved in school activities and decision making, they are encouraged to become part of the Parent Council.

## **Cell Phone/Electronics Use**

Electronic devices are an ever-increasing and important part of both education and socialization in our world. Cell phones and other electronic devices are a privilege at Wheatland Crossing School and not a right. Students may bring their cell phone and electronic devices to school, provided that they use them respectfully and responsibly and it does not interfere with their learning or the learning of others. Classroom teachers will decide what use of devices is acceptable in their classes. Their expectations will be shared with students and if issues arise, teachers and administrators will work with students and parents on an individual basis. The school will have the right to take student's cell phones or electronic devices away for the day and take away the privilege of them bringing it to school again. Students who bring their devices to school do so at their own risk. We recommend devices be stored in a locked locker. Elementary students should not take devices outside for recess. Please see the following Electronic Device Policy for students.

## **Electronic Device Policy**

Part of owning a phone or digital device is practicing the responsible use of that device. We believe that as young people you are all capable of doing this within the context of a classroom. Below you will find the guidelines for phones and other device use for Wheatland Crossing School.

- 1) If you bring your phone or other device to class it means that you agree to use it for educational purposes. This may mean that you will be required to download apps and/or programs, use your phone for in class participation, research, responses, discussion or other activities or uses deemed appropriate by the teacher.
- 2) You may access the internet through the guest connection. Be reminded that by doing so you agree to the terms of Golden Hills School Division's acceptable technology use policy, which can be found at <http://www.ghsd75.ca/documents/general/AP%20391%20-%20Digital%20Citizenship%20Feb%202015.pdf>
- 3) Cell phones may **only** be used when they are required for educational purposes (this means no texting or taking calls during class time). Your parents are encouraged to contact you through the office should they need to reach you during class time.
- 4) You may bring your device to class but it should remain out of sight and earshot unless you have permission to use it to further your learning. Failure to do this will result in your phone being surrendered to the office.
- 5) Students are to respect the devices of others.
- 6) Failure to follow these guidelines means you will have to surrender your device for the rest of the day as per Wheatland Crossing School's classroom cell phone policy. Administration will contact your parents, and consequences will be issued to individual students when necessary.

**Student Expectations**

At Wheatland Crossing School, we strive to maintain a safe, caring, and respectful atmosphere where cultivating success for all students will help them to achieve their maximum potential. The school is our home for six hours a day, and we will respect it as such. **Students will respect themselves, respect others, and respect all property.** Students will comply with the expectations of the school and in the event that a student does not meet reasonable standards of behavior; the student will be dealt with by school authority. Strong communication between home and school is crucial to the success of our students, and therefore parents will be informed of student issues. When necessary, administration will deal with student issues and appropriate plans and consequences will be issued.

### **Violence, Fighting, and Bullying**

Wheatland Crossing School is built on a foundation of respect which means that we do not invade anyone's personal space, cause anyone to feel hurt, unwelcome, or not a part of our family. This means we do not allow violence, bullying, intimidation and threats. Violence in schools is a matter of concern for students, parents and teachers and it is essential that students feel safe while in school. Fighting which involves any physical assault of any type is unacceptable and may result in an automatic suspension of up to five days and possibly a recommendation for expulsion from school. Bullying, intimidation or uttering threats will also result in severe consequences.

### **Lockdown Procedures**

Wheatland Crossing has developed a set of procedures to lock down our building in the event of a threat to student and staff safety. Throughout the year drills will be enacted. Students are expected to participate in these drills in a serious manner.

### **Information for High School Students**

*– We are here to explore new possibilities. –*

At Wheatland Crossing we have a high academic focus. Our staff members work as a team to create a program that best suits the needs of each of our students. We provide all of the required courses, as well as a wide variety of options and

CTS courses. We encourage students to explore various options courses, in order to get a feel for a variety of future career possibilities and interests.

## Requirements for an Alberta High School Diploma

The chart below outlines one way of achieving Alberta High School Diploma graduation requirements, in English. Course sequencing and selection will vary for individual students.

<b>ALBERTA HIGH SCHOOL DIPLOMA: GRADUATION REQUIREMENTS (ENGLISH)</b>
The requirements indicated in this chart are the <u>minimum</u> requirements for a student to attain an Alberta High School Diploma. The requirements for entry into post-secondary institutions and workplaces may require additional and/or specific courses.
<b>100 CREDITS including the following:</b>
<p>ENGLISH LANGUAGE ARTS – 30 LEVEL</p> <p>(English Language Arts 30-1 or 30-2)</p>
<p>SOCIAL STUDIES – 30 LEVEL</p> <p>(Social Studies 30-1 or 30-2)</p>
<p>MATHEMATICS – 20 LEVEL</p> <p>(Mathematics 20-1, Mathematics 20-2 or Mathematics 20-3)</p>
<p>SCIENCE – 20 LEVEL</p> <p>(Science 20, Science 24, Biology 20, Chemistry 20 or Physics 20)</p>
PHYSICAL EDUCATION 10 (3 CREDITS)☐
CAREER AND LIFE MANAGEMENT (3 CREDITS)
<p>10 CREDITS IN ANY COMBINATION FROM:</p> <ul style="list-style-type: none"> <li>● Career and Technology Studies (CTS) courses</li> <li>● Fine Arts courses</li> <li>● Second Languages☐ courses</li> <li>● Physical Education 20 and/or 30</li> <li>● Knowledge and Employability courses</li> <li>● Registered Apprenticeship Program courses</li> <li>● Locally developed/acquired and authorized courses in CTS, fine arts, second languages or Knowledge and Employability occupational courses</li> </ul>

10 CREDITS IN ANY 30-LEVEL COURSE

(IN ADDITION TO A 30-LEVEL ENGLISH LANGUAGE ARTS AND A 30-LEVEL SOCIAL STUDIES COURSE AS SPECIFIED ABOVE)□

These courses may include:

- 30-level locally developed/acquired and authorized courses or Advanced level (3000 series) in CTS courses or

or 30-level Work Experience Courses or 30-level K and E courses or 30-level RAP courses or 30-level Green Certificate

## Requirements for a *Certificate of High School Achievement*

Students who are enrolled in Knowledge and Employability courses and who satisfy the requirements as outlined in the chart below are awarded a *Certificate of High School Achievement*.

<b>CERTIFICATE OF HIGH SCHOOL ACHIEVEMENT REQUIREMENTS (ENGLISH)</b>
The requirements indicated in this chart are the <u>minimum</u> requirements for a student to attain a Certificate of High School Achievement. The requirements for entry into post-secondary institutions and workplaces may require additional and/or specific courses.
80 CREDITS□
including the following:
ENGLISH LANGUAGE ARTS 20-2 OR 30-4
MATHEMATICS 10-3 OR 20-4
SCIENCE 14 OR 20-4
SOCIAL STUDIES 10-2 OR 20-4
PHYSICAL EDUCATION 10 (3 CREDITS)□
CAREER AND LIFE MANAGEMENT (3 CREDITS)□
5 CREDITS IN
<ul style="list-style-type: none"><li>• 30-level Knowledge and Employability occupational course, or</li><li>• 30-level Career and Technology Studies (CTS) course, or</li><li>• 30-level locally developed/acquired and authorized course with an occupational focus</li></ul>
AND 5 CREDITS IN
<ul style="list-style-type: none"><li>• 30-level Knowledge and Employability Workplace Practicum course, or</li><li>• 30-level Work Experience course, or</li></ul>

- |   |
|---|
| <ul style="list-style-type: none"><li>• 30-level Green Certificate course, or</li><li>• Special Projects 30</li></ul> |
| OR  |
| 5 CREDITS IN  |
| <ul style="list-style-type: none"><li>• 30-level Registered Apprenticeship Program (RAP) course</li></ul>             |