

## Parent Handbook 2017/18

Dear Parents and Guardians of EAMS students,

Welcome to our school! Please take a few minutes to go over our handbook. If you have any questions, please feel free to send an email to

Cathy Ziegler, Principal ([cziegler@rockyview.ab.ca](mailto:cziegler@rockyview.ab.ca)) or

Stacy Pothier, Assistant Principal ([spothier@rockyview.ab.ca](mailto:spothier@rockyview.ab.ca)).

We hope you find your child's middle years rewarding and filled with learning experiences!

C. Ziegler

Principal

Quick reference: EAMS telephone: 403-948-5969

Absence Line: 403-948-6055

School website: <http://airdrie.rockyview.ab.ca>

Quick link to calendars: <http://airdrie.rockyview.ab.ca/calendar>

Quick link to staff: <http://airdrie.rockyview.ab.ca/staff>

## ACADEMIC ACHIEVEMENT

Student achievement is important to us! You will find that we use a variety of tools, systems, procedures to help students to become the 'best they can be'. We track student progress (grades, marks, attendance) on PowerSchool. It is important that you be able to access your child's marks often! Contact Ann Halpin ([eams@rockyview.ab.ca](mailto:eams@rockyview.ab.ca)) if you need assistance logging in.

Teachers will be using a variety of ways to communicate with you. One way is posting homework and assignments on our school website ([airdrie.rockyview.ab.ca](http://airdrie.rockyview.ab.ca)). Teachers may use the app "Remind". If so, they will invite you to join in September.

Students who need tutorial help will be attending **accountability** sessions at noon with their teachers. Here they will catch up on missed assignments, receive extra explanations of work, or re-do some quizzes. Students at middle school can expect to complete between 30 and 75 minutes of homework per evening.

You will receive **interim report** notifications at about mid-way through the school term.

Following the interim report (Term 1 and Term 2), you are invited to attend a **parent/teacher/student interview** to discuss progress. To book an interview, log in to a system called 'Schoolsoft' <http://airdrie.schoolsoft.ca>

Finally, following Term 1 and Term 2, we will hold a **Recognition Assembly**. At these assemblies, we will present certificates to students who have achieved Honor Roll/Honor Roll with Distinction, Highest Academic Achievement Certificates, and Principal's Awards. We will also present sporting and community service awards at this assembly.

In 2017/18, we will be developing **new citizenship awards**. These will be created along the lines of the 4 UNESCO pillars. This system will be school-wide, and students will be recognized monthly.

Honor Roll is calculated as 80% or higher in the core subjects (ELA, MA, SS, SCI for the English stream or FLA, ELA, MA, SS, SCI for the FI stream). Honor Roll with Distinction is calculated as 90% or higher in the core subjects as listed above.

There are year-end awards to recognize a variety of accomplishments. One of those awards in Grade 7 and 8 is "Team Falcon". These students are nominated by teachers as having demonstrated the attributes of citizenship that we endorse at our school.

## ATTENDANCE

Regular attendance is essential to student success. When a student must be absent, please call our **absence line** 403-948-6055, and provide details on the reason for the absence. We use an automated system to contact parents during the day for students who are absent and for whom we have not received a call from a parent. If you receive a call in error, please let Mrs. Cunningham (403-948-5969) know and we will make a correction. Our school day begins at 9:10 and ends at 3:35 Monday to Thursday; 9:10-2:00 on Friday.

Attendance is important to **Grade 7 and 8** students who are seeking to **exempt a final exam**. These students, who have achieved **80%** in their core subject, may apply to exempt a final exam if they have been absent for **10 or fewer** classes during the school year. Students may only exempt one exam, and this must be approved by both the teacher and the parent.

## ALLERGIES AND MEDICAL NEEDS

Several students will need to carry inhalers or **epi-pens** during the school day. In the case of epi-pens, the student needs a carrier so that the pen is immediately available to him/her. We can store a back-up pen in the infirmary if you choose.

With regard to allergies, we advise parents not to bring peanuts and nut items into the school. However, parents **cannot assume that the school is peanut-free**. Most of our students eat lunch in either the square or the main gym. Students with severe nut allergies must take their epi-pens with them.

Students who need to do blood tests for **diabetes** will be following their physician's recommendations. We prefer that students do their tests in the infirmary so that our staff can log their results. Sometimes students will need to do blood tests in the classroom. Students who need to **inject insulin must** do their injections in the infirmary, as we need to safely dispose of the sharp.

Students who need to take other **prescribed medications** during the school day will need to have a form signed by the parent and the physician. All medications administered by school staff are logged. School staff cannot dispense non-prescription medicines such as Aspirin and Tylenol. Students who require these medications must bring their own supplies and self-administer.

In the case of **accidents** at school, an accident form will be completed. Parents may request an insurance claim form. RVS provides insurance for all students at no cost to parents. You can request this form from our office if your child is involved in an accident which may result in an insurance claim.

## COMPUTERS

We are a **PODS** (personally owned devices school), which means that our students, especially in Grade 7 and 8 are strongly encouraged to bring their own computers and/or tablets. We have invested in our wireless infrastructure to support this initiative, and our teachers regularly use technology to support student learning. Many teachers are using Google Classroom. Parents are welcome to monitor students working on assignments on this site at home.

All students are required to sign an **agreement on responsible use of technology**. Students are not permitted to download or visit inappropriate sites. Some filters are in place at school, however, technology is a rapidly evolving field. When students find something inappropriate, we ask them to advise a teacher so that we may assist. We ask that parents monitor their child's devices for safe and appropriate communications.

Cell phones, while useful for some purposes, are usually stored in lockers or in baskets on the teachers' desks. Over time, we have found that cellphones in classrooms are disruptive to learning.

## FEES AND ACCOUNTING

School fees can be paid online through **School Cash**. Our school fees are posted on our school website. If parents are seeking to defer payment, pay in installments or obtain a fee waiver, they need to speak with Mrs. Twomey, our accounting secretary (403-948-5969).

Parents will receive reminders about fee payments. If fees are not paid by the mid-year point, the school will assume a financial hardship exists. As such, students will be directed to the least expensive co-curricular activities in Active Living Days where there is always a low-to-no cost activity.

## SAFE AND CARING SCHOOL

EAMS has developed a progressive school-wide discipline program which involves **'Reflections' and 'Steps'**. When a behavior event occurs, a student is requested to complete a "Reflection" form. If the child is unable to complete the form, a staff member will assist. The form explains what occurred, what needs to be done to repair the situation, and how to avoid it in the future. A collection of Reflection forms leads to 'Steps'. Steps are formal documentation of behavior events, and they can lead to the student being removed from off-campus field trips, extra-curricular participation, in-school suspensions and out of school suspensions. The Child Development Advisor (CDA) provides counseling support throughout the process, and the RVS school psychologist or behavior therapist may be consulted as well.

The school will notify parents when 'Reflections' or 'steps' have been assigned. Parents may review the forms and documentation with administration.

## LOCKERS AND STUDENT SAFETY

Grades 6-8 students have their own lockers. Locks are provided by the school. The locker is the property of the school, and locker use can be monitored at any time.

Students are reminded that they are **not permitted** to possess or store a variety of items at school: lasers, lighters, matches, tobacco items, weapons including jack knives, alcohol and drugs. When found, these items will be confiscated and disciplinary action will follow. In the case of drugs and weapons, the RCMP will be involved and there will be a recommendation for expulsion.

## DRESS CODE

Our school has developed a dress code in consultation with School Council. It is expected that our students arrive at school wearing clothing that is safe, comfortable and **appropriate to the learning environment**. Some items that are deemed inappropriate include: low cut shirts; spaghetti strap shirts; short shorts; clothing that displays alcohol or drug items; clothing that displays offensive language (ie profanity, racist or sexually explicit text or images). Student displaying clothing listed above will be asked to change it.

## CRISIS PLAN – HOUR ZERO

All Rocky View Schools have implemented the Hour Zero crisis plan. This governs our routine safety and evacuation drills, and provides resources to manage an actual crisis event.

If you arrive at the school, and an **evacuation** is underway, you are asked to wait until completion of the drill. We will conduct 6 fire drills, 2 lockdowns and other drills designed to address weather issues.

If there is an actual event involving your child, you will be informed through electronic communication, usually controlled by our Education Centre staff. If we need to evacuate the school for a prolonged period of time (ie actual fire), we will go to the George McDougall gymnasium.

## **PROGRAMS AND LEARNING OPPORTUNITIES**

### **FRENCH IMMERSION**

Students who have begun the French Immersion program in Kindergarten (ECS) or Grade One may continue through EAMS for their middle years, then continue on to George McDougall for the High School Program. Parents who have questions about the High School FI program should contact that school directly (403-948-5935). At EAMS, there are cultural events organized to support the French Immersion program. There may be additional field trips, depending on staff availability and student participation. For further information, please contact Mme Lebel.

### **STUDENT LEADERSHIP**

EAMS has several opportunities for Student Leadership.

**STUDENT COUNCIL** members are elected in September. This group runs a variety of activities and includes STUDENT VOICE which is a group that advises administration on issues in the school.

**PEER SUPPORT** members are interviewed and assigned to the team in September. Working with the CDA, they provide friendship and support to other students in the school. Peer Support also runs events that support our positive climate such as staff appreciation, bus driver appreciation, candy grams at Christmas, carnations for Mother's Day.

**TOGETHER 4 CHANGE** members join a year long club that looks for solutions to local and global issues. This group participates in We-Day, runs anti-bullying activities, distributes Cobbs bread, and supports our UNESCO initiative.

### **ATHLETICS – CLIMBING WALL, OUTDOOR PURSUITS, HOCKEY, GOLF**

EAMS has many athletic opportunities built right into the curriculum! We have a climbing wall and a highly developed fitness lab to support our PE program. We run courses at Grades 7 and 8 that include additional physical development and recreational leadership.

### **BAND**

EAMS runs an excellent band program from Grade 6 to 8. Students participate in regular classes, a special clinic (Grade 6), band festivals, and band camp (Grade 7/8).

## CHOIR

Depending on student interest, there is either a choir club (Grades 6-8) or a choir course at Grade 7/8. Students usually perform at important assemblies throughout the year.

## EXTRA CURRICULAR TEAMS AND CLUBS

There are several sport teams, both competitive and non-competitive available to students. These include volleyball, basketball, soccer, badminton and track. Please see the calendar at: <http://airdrie.rockyview.ab.ca/calendar>

There may be a cheer leading team, depending on student interest. This team works with George McDougall and will perform at various events.

Clubs run for about 6 weeks in the winter and are designed by students according to what interests they want to pursue: chess/checkers, scrapbooking, henna, games of all sorts. Many parents volunteer to sponsor noon hour clubs in our school.

## EVENTS:

Check our google calendar for specific dates and times:  
<http://airdrie.rockyview.ab.ca/calendar>

AUTHOR VISIT: November – Grade 6

BAND CONCERTS: Beginning band concert is held in November. There are Christmas concerts and June concerts.

BOOK FAIR: coincides with Parent/Teacher Interviews

DANCE a THON: A one day event - our biggest fund raiser

ACTIVE LIVING DAY: as decided by the grade teams

FIELD TRIPS: throughout the year