

Canora Composite School

Student Handbook



"Learning Today for Success Tomorrow"

Principal: Mr. D. Serdachny Vice-Principal: Mr. K. Rock

Box 986
Canora, Saskatchewan
SOA OLO
Phone: 563-5492
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THE SECRET TO EDUCATION LIES IN RESPECT

“Code Of Conduct”

The Canora Composite School Community includes students, staff, families, visitors and the community as a whole.

As a member:

I will respect the feelings, needs and differences of everyone. I will take pride in myself, my behavior and my school. I will help create and maintain a safe and positive learning environment. I will strive for excellence in all I do. I will follow all school rules. I will take responsibility for my actions.

What does it mean to be a Cougar?

The Cougar Is

**Leader
Decisive
Intuitive
Confident
Discerning
Observant
Clever
Balanced
Dependable**





CCS Cougar Code of Conduct

CCS

Caring, Cooperative, Supportive

Caring	Cooperative	Supportive
<ul style="list-style-type: none">• I <u>Respect</u> staff, students, and myself• I <u>Accept</u> others regardless of their gender, race, or sexuality• I look to solve any issues in a <u>Thoughtful</u> and <u>Respectful Manner</u>• I model <u>Positive</u> character traits and set goals• I <u>Stand Up</u> against any form of bullying	<ul style="list-style-type: none">• I use <u>Appropriate</u> and <u>Positive</u> language• I take <u>Ownership</u> and <u>Responsibility</u> for my actions• I work with others and <u>Lead</u> by example• I <u>Respect</u> others' ideas, even if they are different from our own• I am an <u>Active</u> listener and engaged in my classes• I <u>Cooperate</u> with others to create a positive and fun learning experience	<ul style="list-style-type: none">• I <u>Support</u> my classmates, staff, teammates, coaches• I <u>Encourage</u> my peers to do their best and achieve success• I give a helping hand to make our school a better place• I am <u>Active</u> and <u>Engaged</u> in school events

Written by the SRC of Canora Composite School, 2017

2024-25 Operational Calendar



Good Spirit School Division 2024-25 School Calendar

August/September 2024				
Mon	Tues	Wed	Thurs	Fri
26	27	28	29	30
2	3	4	5	6
Labour Day	Day 1	Day 2	Day 3	Day 4
9	10	11	12	13
Day 5	Day 6	Day 1	Day 2	Day 3
16	17	18	19	20
Day 4	Day 5	Day 6	Day 1	Day 2
23	24	25	26	27
Day 3	Day 4	Day 5	Day 6	Day 1
30				

October 2024				
Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
	Day 2	Day 3	Day 4	Day 5
7	8	9	10	11
Day 6	Day 1	Day 2	Day 3	Day 4
14	15	16	17	18
Thanksgiving	Day 5	Day 6	Day 1	Day 2
21	22	23	24	25
Day 3	Day 4	Day 5	Day 6	Day 1
28	29	30	31	
Day 2	Day 3	Day 4	Day 5	

November 2024				
Mon	Tues	Wed	Thurs	Fri
				1
				Day 6
4	5	6	7	8
Day 1	Day 2	Day 3	Day 4	
11	12	13	14	15
Remembrance Day	Day 5	Day 6	Day 1	Day 2
18	19	20	21	22
Day 3	Day 4	Day 5	Day 6	Day 1
25	26	27	28	29
Day 2	Day 3	Day 4	Day 5	Day 6

December 2024				
Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
Day 1	Day 2	Day 3	Day 4	Day 5
9	10	11	12	13
Day 6	Day 1	Day 2	Day 3	Day 4
16	17	18	19	20
Day 5	Day 6	Day 1	Day 2	Day 3
23	24	25	26	27
		Christmas	Boxing Day	
30	31			

January 2025				
Mon	Tues	Wed	Thurs	Fri
		1	2	3
		New Year's Day		
6	7	8	9	10
	Day 4	Day 5	Day 6	Day 1
13	14	15	16	17
Day 2	Day 3	Day 4	Day 5	Day 6
20	21	22	23	24
Day 1	Day 2	Day 3	Day 4	Day 5
27	28	29	30	31
Day 6	Day 1	Day 2	Day 3	

February 2025				
Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
Day 4	Day 5	Day 6	Day 1	Day 2
10	11	12	13	14
Day 3	Day 4	Day 5	Day 6	Day 1
17	18	19	20	21
Family Day				
24	25	26	27	28
Day 2	Day 3	Day 4	Day 5	Day 6

March 2025				
Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
Day 1	Day 2	Day 3	Day 4	Day 5
10	11	12	13	14
Day 6	Day 1	Day 2	Day 3	Day 4
17	18	19	20	21
Day 5	Day 6	Day 1	Day 2	Day 3
24	25	26	27	28
Day 4	Day 5	Day 6	Day 1	Day 2
31				
Day 3				

April 2025				
Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
	Day 4	Day 5	Day 6	Day 1
7	8	9	10	11
Day 2	Day 3	Day 4	Day 5	Day 6
14	15	16	17	18
Day 1	Day 2	Day 3	Day 4	Good Friday
21	22	23	24	25
28	29	30		
Day 5	Day 6	Day 1		

May 2025				
Mon	Tues	Wed	Thurs	Fri
			1	2
			Day 2	Day 3
5	6	7	8	9
Day 4	Day 5	Day 6	Day 1	Day 2
12	13	14	15	16
Day 3	Day 4	Day 5	Day 6	Day 1
19	20	21	22	23
Victoria Day		Day 2	Day 3	Day 4
26	27	28	29	30
Day 5	Day 6	Day 1	Day 2	Day 3

June 2025				
Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
Day 4	Day 5	Day 6	Day 1	Day 2
9	10	11	12	13
Day 3	Day 4	Day 5	Day 6	Day 1
16	17	18	19	20
Day 2	Day 3	Day 4	Day 5	Day 6
23	24	25	26	27
Day 1	Day 2	Day 3	Day 4	

Legend	
Classes for students	School Admin Days
Professional Learning/Prep	Holidays/No School

2024-2025 Staff

Mr. Serdachny	Principal	Derek.serdachny@gssd.ca
Mr. Rock	Vice Principal	Kody.rock@gssd.ca
Mrs. Baillie	5A	
Mrs. Sleevea	5/6	
Mrs. Wilgosh (AM) Mrs. Stefanyshyn (PM)	6B	
Mr. Turchinetz	7A	
Ms. Graas	7B	
Mr. Baillie	PE	
Ms. Maurer	8A	
Ms. Rock	8B	
Mr. Nielsen	9A/Art/PAA/CM	
Mrs. Sznerch	10A/Sr. Sciences	
Mr. Lowes	12A/Senior Math	
Ms. Gordon	Senior ELA	
Mr. Kapitoler	PAA	
Mrs. Merriam	Student Support	
Ms. Davis Mrs. Kitchen	Middle Years	

Support Staff

Mrs. Sliva	Administrative Assistant
Mrs. McGregor	EA/Administrative Assistant
Mrs. Berehula	Caretaker
Mr. Dumouchel	Caretaker
Mr. Stiles	Caretaker
Mrs. Bisschop	Library Technician
Ms. Anaka	Educational Assistant
Mrs. Gress	Educational Assistant
Mrs. Hort	Educational Assistant
Ms. Keller	Educational Assistant
Mrs. Lowes	Educational Assistant
Ms. Poncappo	Indigenous Community Worker

Professional Services

Mr. Folk	School Counsellor
Mrs. Craig	Speech Language Pathologist
Mrs. Blight	Occupational Therapist
Mr. Scheffler	Educational Psychologist

TELEPHONE DIRECTORY

GSSD Office (Yorkton)	(306) 786-5500
Canora Composite School	(306) 563-5492
Canora Junior Elementary School	(306) 563-6511

GOOD SPIRIT SCHOOL DIVISION

Mr. Quintin Robertson	Director of Education
Mr. Shaune Beatty	Superintendent of Schools
Mr. Shannon Leson	GSSD Board Member

HELP

Alcohol & Drug Abuse Inquiries	(306) 786-1420
Ambulance	911
Fire	911
Hospital	(306) 563-5621
RCMP	911
Social Services Child Protection	(306) 786-1301
Social Services Social Assistance	(306) 786-1300
Mental Health Switchboard	(306) 786-0558 – OR - 1-800-989-8444
Family Support Program	(306) 782-1205
Family Violence Program (SIGN)	(306) 782-0673
Farm Stress Line (24 hr)	1-800-667-4442
Kids Help Line	1-800-667-6868

Government of Saskatchewan

Student Marks	(306) 787-6012
Provincial Inquiry Center	1-800-667-7570

DAILY SCHEDULE **Grade 5-12**

Period 1	8:55 – 9:55
Period 2	10:00 – 11:00
Break	11:00-11:10
Period 3	11:10-12:15
LUNCH	12:15-1:05
Period 4	1:05-2:05
Period 5	2:10-3:15

Parents wishing to leave messages for students are encouraged to call early to ensure that the office staff are able to pass them on. Messages and absences can be left on the message manager at 306-563-5492

Visitors: Please note that all visitors, including parents, must enter through the main doors (West Side) and register at main office. This is for the safety of all students in the building.

GENERAL INFORMATION

Duties and Responsibilities of Canora Composite School Students

In order to promote student success and in accordance with the Education Act there are several basic requirements and duties that a student must fulfill:

1. To attend school regularly and punctually
2. To be equipped with essential school materials not provided by the Board of Education
3. To observe and obey standards of behavior, cleanliness, deportment, obedience, and respect for the school building and all people therein
4. To be diligent in your studies
5. To conform to the rules of the school approved by the Board of Education and to submit to such discipline as would be exercised by a kind judicious parent.

Duties and Responsibilities of Canora Composite School Teachers

In order to promote student success and in accordance with the Education Act, there are several basic requirements and duties that a teacher must fulfill:

1. To plan and organize learning activities with due regard for the individual differences and needs of the students.
2. To maintain good order and general discipline in the classroom and on school premises.
3. Report regularly to the parent with respect to student progress or conditions of interest or concern.
4. Keep a record of student attendance and punctuality.
5. Advance the educational standards of the school.
6. To participate actively in professional growth activities.

Duties and Responsibilities of Parents

In order to promote student success, there are several basic requirements and duties that a parent should fulfill:

1. To keep an open mind and to encourage dialogue between home and school.
2. To promote a positive attitude toward education and a respect for the school staff and facility.
3. To ensure that students have the proper educational materials and supplies to enable them to complete work in all classes.
4. To encourage students to complete studies as assigned by the teacher.
5. To support the learning of their child or children to the best of their ability.
6. To address concerns to teachers directly.

Every Student shall be Accountable

1. To the school staff for his or her conduct on the school premises during the school day and during any activity sanctioned by the school.
2. To the principal in general for his or her actions during the school day and any activity sanctioned by the school.
3. To the stated policies of the Board of Education, to the bus driver, and any other such people duly authorized to be in personal charge.

Allergies/Medical Concerns

Parents who have children with serious allergies or medical conditions should contact the school to ensure that staff are aware of these conditions and are prepared to deal with any situations which might arise.

Library

We are proud of our welcoming, student-friendly library, and encourage students to use it during the school day, during spares, breaks, or when designated by the classroom teacher. It is open from 8:45-3:45p.m. for students on regular school days. During the school day classes are booked to use the Library as a quiet study or research area. Students are expected to respect their fellow students' right to work and study without interruptions or distractions, and to use the library at appropriate times.

Lockers Grades 5-12

Every student is issued a locker. Every student must purchase a lock from the SRC. Any other lock found on a locker may be removed. Only the student occupying the locker should know the combination. Every student issued a locker should keep his/her locker neat and locked throughout the day. The school reserves the right to enter a student's locker when it is deemed necessary to do so by the school administration. There will be periodic locker checks. It is the student's responsibility to notify the administration if there is a problem in regard to scratches or any damage whatsoever to their locker. Students may be required to pay for damages or loss of privilege of having a locker.

Student Services

Services to students are delivered three ways through the Cougar Assistance Program, Career Guidance and Personal Guidance.

Cougar Assistance Program

CAP is a service offered to support academic and social learning of each student in order to ensure that all students reach their true potential. Our Team includes the student, parents, teachers, administrators and other support professionals and paraprofessionals.

This program aims to meet the diverse needs of all students by placing students in the least restrictive environment to ensure that each student receives an education corresponding with their potential and ability level. Mrs. Kim Merriam is the learning resource teacher who coordinates the educational meetings and supports.

Personal Counseling

Personal counseling services are available to all students at the Canora Composite School. Services are delivered, by **Craig Folk**, in a safe and caring environment, encouraging students to develop respectful attitudes and behaviors toward themselves and others. Classroom presentations, and group work on topics such as life-skills, social skills, and healthy versus unhealthy relationships will be developed to support and maintain a positive and healthy school environment.

Student Fees

(Grades 5-12)

Each student will be required to pay a one-time caution fee of \$50. (For new students, and Grade 5 students.) This will be used to pay for lost or damaged books/ uniforms/ equipment etc. This fee will be returned to the student when they graduate or withdraw from CCS.

The fees for 2024-25 have been set at \$40 per student. This subsidizes expenses such as: school activities, career days, awards, etc. Students may purchase a yearbook for an additional fee of \$50. Students taking Senior Industrial Arts, Art or Commercial Cooking will be subjected to an additional fees per class to cover consumable materials that will be used in the class. (There may also be additional expenses to be filled by the student such as: cost of wood, paint, stain etc. to be negotiated with the teacher/student at a later date.)

Distributed Learning

To add more class choices, students in grades 10-12 may opt to take an online class offered through SDLC. A student may schedule a period in their timetable to work on an online class; however, they must work independently. In order to ensure student success, we ask that parents give permission for the class and assume the responsibility of monitoring their student's progress.

CANORA COMPOSITE SCHOOL POLICIES

1. GENERAL SCHOOL CONDUCT

In keeping with a sense of fairness and respect for the individual freedoms, our basic expectation is that all students will conform to a standard of behavior that is generally accepted as within reason. We expect that all students will behave in a way that will bring pride to the person as well as the school. An acceptable standard of behavior is expected at all times while the students are at the school or attending a school function. The sanctions that may apply may range from reprimands to suspensions, and in specific cases, expulsion.

In the same light, we expect school staff and parents to behave in such a way as to promote open, honest communication aimed at bettering the education of all students. An atmosphere of collaboration, co-operation and fair play is needed to create a unified and successful school.

Students are expected to use language which is not offensive to themselves or others. Students will be addressed and disciplined for using unacceptable language. Discipline will include detentions, in-school or out-of-school suspensions as deemed appropriate.

2. DRESS CODE

Students are expected to come to school looking clean and neat, and dressed in a manner which is acceptable and in good taste, such as would be expected in a public facility and business. Students dressed inappropriately in the opinion of the administration will be instructed to go home for a change of garments.

Hats/Hoods

Hats are allowed to be worn in the school from 8:55 until 3:30 on school days, at the discretion of the teacher. Some common areas are off limits, library, special presentations, and lunch time. Please respect the school policy as it has been altered in the past to allow for some wear hats and hoodies at certain times.

3. STUDENT ACADEMIC POLICY

The school expects students to maintain passing grades in all of their subjects, diligently applying themselves to their courses of study. Students are expected to complete carefully and diligently, and then submit all homework assignments to the appropriate teachers, to keep up with their class work, and to participate positively and productively in all of their classes. Students and parents are encouraged to seek help and guidance when schoolwork falls behind or is below accepted standards. **Teachers are expected to communicate areas of concern to parents so that support for the student can be arranged.**

Expectations for Completion of Work Assigned

The home room/subject teachers will inform the parents when a student is not being successful in his/her class(es) due to either continued missed assignments or behavior.

The teacher, student and parent shall meet to discuss the problem and outline a plan and time frame for catching up incomplete work or assignments.

If the student is not able or willing to remediate the problem and it continues, the teacher shall then contact the office.

The school administration will meet with the student to review various options.

4. ATTENDANCE POLICY

Statement of Policy:

Our school attendance policy is based on three factors:

- a) The direct correlation between attendance and academic success.
- b) Legal considerations of student attendance.
- c) Personal responsibilities of teachers, students and parents.

Our school attendance policy has four purposes:

- a) To ensure that pupils are aware of their responsibilities to attend classes.
- b) To ensure that pupils attend classes regularly and punctually.
- c) To confirm that parents of pupils are aware of absences.
- d) To make clear for pupils and parents the consequences of absences from class.

The Education Act, Section 157, states in part that:

- a) Children must attend school until they reach the age of 16 years.
- b) The Act requires that every student (regardless of age) shall “attend school regularly and punctually...”
- c) Every pupil shall attend school regularly and shall furnish promptly to the administration such information as he/she may require... with respect to and period of absence from school...”
- d) Every pupil whose attendance is considered to be irregular under policies of the board may be suspended.

Teachers have the responsibility to see that a student who is habitually absent or late is advised of the consequences of his/her continued absences or lateness, and, if the problem persists, to work together with parents and the school administration to help the student solve the problem. We view regular attendance as an essential part of every school. Since we strive for, and expect each student to be successful, all students are expected to attend each and every class each and every day. Unexcused absences are never acceptable. Attendance is the personal responsibility of the student with the onus on the student to match his/her behavior to the attendance expectations of the school. Compliance with such expectations is an important indication of a student's commitment to his/her education.

Absences (Grades 5-9)...If a student has shown irregular attendance, the school will notify the parents about this concern. This may be in the form of a letter, email, or phone call.

Absences (Grade 10-12)

We ask that student absences be relayed to the office by the parent or guardian of the student. Confirmation of absences can be made by phone (306-563-5492) or in person. Messages may be left on the 'message manager' by the parent or guardian at any time day or night.

Parents and students will know final exam dates at the beginning of each school year. Teachers do not make several exams to accommodate parents taking students on vacation etc at that time. If parents choose to remove their child from the final exam, they must be aware that they may not have an alternate opportunity to write it and the assessment will be given as of what was completed. (Final exams may range from 20%-40% of the students' final mark)

School Actions

- 1) When students are absent, CCS will communicate with parents/guardians:
 - After five absents- phone call home by course teacher,
 - After ten absents- phone call home by administrator,
 - After fifteen absents- Letter home from central office, cc'd to superintendent

After 20 absents the student may be in jeopardy of being removed from the course after consultation with the classroom teacher and the administration. Parents would be aware of the circumstances at this time and would have to make decisions whether to allow their child to miss further classes.

Students must be enrolled in at least 3 classes per semester to be considered a full-time student at CCS and be eligible to participate in school activities. This could affect graduation and scholarship requirements.

We realize students will miss from time to time, but they must be aware and take responsibility for the number of classes they have missed.
- 2) Absences due to educational activities are recorded but not counted towards any school actions. Students are still part of the educational process learning social skills, teamwork and other various activities that CCS believes is important for the growth of a student in life skills.

5. LATES

If a student displays a pattern of lates, the parent/guardian may be contacted by the classroom teacher. If this continues, further action may be taken by the administration.

Please note that a student is considered to be late at the discretion of the classroom teacher, after the bell has sounded to begin the class. If the student is late and not allowed to enter the class, then it is deemed as an absent. If a student is going to be late due to appointments etc, notification to the office is required. If a student arrives late to class, it is the responsibility of the student to inform the classroom teacher to update the attendance report from “absent” to “late”.

6. STUDENTS LEAVING THE SCHOOL PREMISES

Students leaving the building at times other than at noon and at 3:15 p.m. are required to sign out at the General Office. (Grade 11 and 12 students leaving the building on spares are exempt.) Students who become ill must report to the General Office or home room teacher as soon as possible so that help can be obtained.

7. BUS LOADING ZONE

Please note there is one-way traffic entering and leaving the school parking lot. This is for the safety of students.

Vehicles are not allowed in the loading zone in front of the school or when their lights are flashing and stop arms are out. Parents picking up students are requested to **line up on the street and students will walk to the vehicle**

8. SCHOOL VISITORS

In compliance with our Safe Schools protocol, ALL visitors to the school MUST report to the general office to get directions from office personnel. It is imperative that we know who is in the building. Please do not proceed to your child’s classroom without notifying the main office.

9. CELL PHONES AND SOCIAL MEDIA

All students and staff shall respect the use of technology and its purpose.

There is no expectation of privacy on cell phones in the school.

- Cell phones are permitted in the school and are only to be used during breaks. **Cell phones are used for educational purposes only during class time—that is, the teacher has requested them for a certain use during instruction. Otherwise, there are to be no cell phones during class time. Cell phones are not allowed in the library, unless used for educational purposes. Cell phone policy also extends through any extracurricular activity that is offered by the school and participating during the time the student(s) are away from the school and outside of school grounds but involved in the activity.** Violation of this will result in the confiscation of the phone to be returned to the parent or guardian of that student.

- Each teacher will be in charge of monitoring and providing the consequences for misuse of this privilege. If cell phones are being used in class without permission, the teacher may confiscate the phone until the parent/guardian comes with the student to claim it. On the second offence the phone will be confiscated for a length of time determined by the administration.

For **Grades 5-9** there are **to be no cell phones during breaks and lunch hour**. Students can check their phones at their locker. **Grade 10-12** will be allowed to use the cell phone at teacher's discretion.

-Social media is used to promote a positive culture in our school, and in ways that respect and support the well-being of all students. If students choose as a privilege to bring a cell phone to school the administration has the right to monitor or observe previous texts if they feel it is being used inappropriately. Remember it is a privilege not a right to have cell phones at school.

- If a students' cell phone or social media use becomes a problem to the student or the school, the administrator will have the right to confiscate cell phones for a period of time they feel is warranted, or cancel a student's wifi and school technology account.

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- If a students' cell phone or social media use becomes a problem to the student or the school, the administrator will have the right to confiscate cell phones for a period of time they feel is warranted, or cancel a student's wifi and school technology account.

10. PROTOCOL FOR BULLYING

-Our goal is to ensure that CCS is a safe and secure place where all individuals are treated with respect and dignity. This policy is aimed at creating and maintaining such an environment and also at preventing and prohibiting acts of harassment, intimidation, or bullying. CCS realizes that bullying and cyber bullying are happening outside of the school hours and then being brought into the school because of the nature of the situation. Parents need to realize that sometimes the situation may need to be resolved between the two parties involved which may include the parents of the parties. CCS cannot solve and be responsible for the actions that happen outside of the school. School is just part of the student's social world.

Definition:

CCS recognizes that bullying occurs when a person is targeted, repeatedly and over time, to negative actions on the part of one or more persons. Bullying is a conscious, willful, and deliberate hostile act which intends to threaten, intimidate, and harm another person. An imbalance of power exists, so that the victim has trouble defending him or herself. A threat of further aggression exists, and without intervention, this may escalate into systematic violence.

- Bullying may be verbal, physical, psychological, or emotional in nature. Cyberbullying occurs when communication technology is used as a means for hostile, targeted action. More subtle and indirect bullying takes place through actions such as social isolation and rumor spreading.

-Bullying is NOT a normal peer conflict which occurs occasionally and has an equal balance of power where those involved show remorse and an effort to solve the problem.

Course of Action:

- Report the bullying incident to the administration who will investigate the matter. If warranted, the students involved along with their parents or guardians may be asked to meet to solve the issue. It is the parent's responsibility to correct the behavior of their child. The intention is for all parties to work together to solve problems or issues among students. The parents must be willing to confront the accused and openly discuss their concerns.

11. SMOKING

There is no smoking or vaping allowed on school property as per GSSD policy. Students who violate this policy will be disciplined by administration.

12. STUDENT PARKING LOT

The student parking area is for parking of student cars in only this designated area. Student vehicles may not block entrances or roadways in the parking lot. Other than for the students actually parking a vehicle in the car park area, students are not allowed to "hang out" or congregate in the parking lot.

13. BICYCLE AREA/SKATEBOARDS ETC

Students must park their bicycles in the racks at the south end of the school (5/6) and west side of the school by the main entrance (7-12). The school will not be responsible for any damage

caused to bikes. It is the student's responsibility to lock their bikes up each day. **Students that bike to school should wear helmets.**

Students who bring BIKES, ROLLER BLADES, SKATEBOARDS, SCOOTERS, HOVER BOARDS ETC to school are expected to store them through the school day and use them only for transportation to and from school. Please keep these conveyances off the sidewalks.

Note: Students who use skateboards, roller blades etc. without safety equipment are at risk of serious injury

14. LUNCH

Grades 5-6-7 students will eat lunches in their designated 5/6/7 classrooms. Grade 8-12 students will eat their lunches in the Student Centre or Main Foyer area. After finishing their lunches, students are encouraged to go outside for fresh air, participate in club or gymnasium activities, or work in the library.

There should be no food or drinks (other than water bottles) in the computer lab, and only water bottles or drinks with lids in the library.

NOON HOUR ACTIVITY AREAS

During the noon hour, Grade 8-12's wishing to participate in outdoor activities are expected to use the area to the east of the auditorium. Grade 8-12's should not be on the west side of the school (parking and bus area) or on the south end of the school in the designated 5/6/7 play area. Grade 5/6/7 students are expected to play in the south playground area, not in front of the school or in the halls. Other than going to the canteen for lunch, the gym for intra murals, or to the bathrooms, grade 5/6/7 students are expected to remain in the designated 5/6/7 school area (5/6/7 classrooms, south hallway and south play area.)

15. WORKING STUDENTS

Students who hold jobs must recognize that the school commitment comes first. Work hours should be arranged to avoid conflict with scheduled classes and permit normal homework and study to be done regularly

In compliance with our Safe Schools protocol, ALL visitors to the school MUST report to the general office to get directions from office personnel. It is imperative that we know who is in the building. Please do not proceed to your child's classroom without notifying the main office.

16. STUDENT SPARES

Students should make use of the Library, Main Foyer or Student Centre (if available) during spares. Students should not be wandering the halls during spares. The Cougar Den is reserved for Grade 10, 11 and 12 students.

17. BUS STUDENTS

Bus drivers are responsible for the discipline on their bus. Students reported to the office for their bus behavior will be subject to the discipline / suspension policy.

Bus students in grades 5-6-7 are required to stay at school during the noon hour. Grade 7-9 students will be given a release form for the parents to permit their child to leave school grounds during noon hour.

18. SCHOOL OPENING IN ADVERSE WEATHER

Each school bus driver will decide on an individual basis whether or not his/her bus will operate on which portion or the route. The driver is responsible for notifying the principal and the parents when this occurs. Individual parents will decide whether or not their children will attend. Students who travel on buses will not be given an absent on storm type days. **Students not riding the bus should be in attendance and will be marked accordingly.** The decision to send children to school in adverse weather conditions is strictly a parental responsibility. This is where they need to be aware of how many classes, they allow their children to miss. Common sense prevails in each situation.

19. LAST DAY TO DROP A CLASS (Grades 10-12 students)

Grade 10-12 students now will have a deadline to drop classes from their schedule throughout the year. The last possible day will be the last week prior to the reporting period. Students will be automatically removed by administration if the grade is below 30%. Students are allowed credit recovery or extension if marks are in the high 30's or 40's in order to complete the credit.

20. CCS STUDENT REPRESENTATIVE COUNCIL (SRC)

The CCS SRC representatives serve a term of one year. They are responsible for promoting activities which promote student well-being within the school. The SRC fees support career days, awards, student activities, sports trips, dances, motivational presentations, leadership activities, and other events as may be decided on by the student council. We encourage all students to take an active role in student government and to support SRC activities and initiatives.

21. ATHLETICS AND EXTRA-CURRICULAR ACTIVITIES

Student activities are an important part of personal development. Teachers offer their personal time to coach and lead school activities. This is voluntary, and teachers do it because they love to see the growth and development of their students and to be involved with them outside of academic courses. We are very appreciative of the gift of time these teachers give to our community, and request that students and parents respect the decisions of the team and club leaders.

While we offer many recreational and house league sports and games, there are also competitive teams. The experience of teamwork, persistence, and the spirit of competition are important learning opportunities for students. Understanding that competitive teams represent our school and community, we ask parents and students to sign an Athletic Code of Conduct, which outlines expectations as required by the Saskatchewan High School Athletics Association. Further, students that try out may or may not make the team, as there are a limited number of players allowed on each type of team. It is difficult but necessary for coaches to make cuts, and we request that players and parents alike respect coach's decisions at all times. We also recognize that not all players will get equal play time, depending on the level of competition and skill set of each player. This also is at the coach's discretion.

22. SUSPENSIONS

As a discipline action, the school wants to correct student behavior without jeopardizing their classes. Sometimes, a student's behavior warrants an in-school or out-of school suspension. If an out-of-school suspension occurs the student will be asked to formally meet with the Vice-Principal for supplemental work prior to re-engaging in classroom activities.

23. COMMUNITY USE OF SCHOOL

We are pleased to partner with our community for the care and use of this facility. Please note that many rooms, such as the Auditorium and Student Centre, are under much demand, and bookings are made on a first come, first served basis, with the understanding that school events take priority. Please book early if you wish to use these facilities.

- School has priority for usage. If an event coincides with a yearly usage agreement, the school activity will take precedence. All means will be considered to avoid conflicts.
- Application must be made prior (daily use or yearly)
- Student center will be provided for community use for meetings.
- Weekend or holiday use will require janitorial services at \$25/hour.
- The school should not serve as a rental facility to hold functions that are not directly related to the need of the facility. Local service groups depend on groups for their facilities. If the servery is required with the use of its supplies, a \$20 fee will be charged.
- Auditorium is no cost unless the stage equipment is required.
- There are charges for lights and equipment. Please contact the school to determine your needs and the cost.
- Light and sound operator @ \$20/hour to run sound and lights-authorized by the school.
- **Payment is due the following day to pay workers for their services.**
- **A deposit may be requested.**

24. Extra Curricular Activities and School Clubs exist for the benefit of students. Some fees may apply when trips are required. Please note that all students and parents must sign the athletic Code of Conduct Contract to be eligible to play on teams.

EXTRACURRICULAR ACTIVITIES 2024/25 (PENDING and Subject to change)

JR. VOLLEYBALL- BOYS-----

-GIRLS-----

SR. VOLLEYBALL- BOYS-----

-GIRLS-----

GOLF-----

X-COUNTRY-----

CURLING-----

Jr. BASKETBALL—BOYS-----

--GIRLS-----

Sr. BASKETBALL- BOYS-----

-GIRLS-----

PEEWEE—BOYS-----

--GIRLS-----

Jr.BADMINTON-----

Sr. BADMINTON-----

ARCHERY (NASP)-----

DRAMA---Sr.-----

Jr./Pee wee-----

TRACK n FIELD—PEEWEE-----

--Jr./Sr.-----

SRC-----