



***Student Agenda***  
**2019-2020**

**Kevin Robertson**  
PRINCIPAL  
(Grade 6 Administrator)

**Kimberly Darling**  
VICE PRINCIPAL  
(Grade 8 Administrator)

**Kelly Freriks**  
VICE PRINCIPAL  
(Grade 7 Administrator)

3929 - 40 Avenue RED DEER AB T4N 2W5

Telephone:

Office: (403) 343-2455 Fax: (403) 342-7638

Attendance Line: (403) 346-3246  
[evattendance@rdpsd.ab.ca](mailto:evattendance@rdpsd.ab.ca)  
[eastview.rdpsd.ab.ca](http://eastview.rdpsd.ab.ca)

**MISSION STATEMENT**

***Inspiring P.R.I.D.E. through the pursuit of lifelong learning***  
**Prepared. Respect. Integrity. Determination. Excellence**

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Homeroom Teacher: \_\_\_\_\_ Room #: \_\_\_\_\_

## **Message from the Principal**

### ***Welcome to Eastview Middle School!***

At Eastview Middle School we strive to inspire **PRIDE** through the pursuit of lifelong learning - **Prepared. Respect. Integrity. Determination. Excellence.** Our school and our staff are committed to providing outstanding instruction in a safe and caring atmosphere. We aim to build partnerships with our students, parents, and the community to ensure that each student takes responsibility for their learning. In order to promote a dynamic, learning-centered environment, we hold the expectation that all students can be successful. We know that students learn in different ways, so we work to provide a wide range of learning experiences in the classroom so that individual students will develop their strengths and will strive to reach their potential.

Respect for others and the right for every individual in the school to learn in a safe and caring environment is a fundamental aspect of life at our school. The expectation is that each individual has the right to learn and to be treated as a valuable, capable, and worthwhile individual.

Our students are expected to be responsible for their actions and choices in learning as well as in their relationships with others. By being responsible, students learn to take pride in their accomplishments in our inclusive learning community.

I encourage every student to become actively involved in our school. Find your passion, try new things, and pursue excellence. There are many opportunities for you at Eastview; it is our hope that you experience much success and enjoyment this year. All the best of luck to you!

**Mr. K. Robertson - Principal**



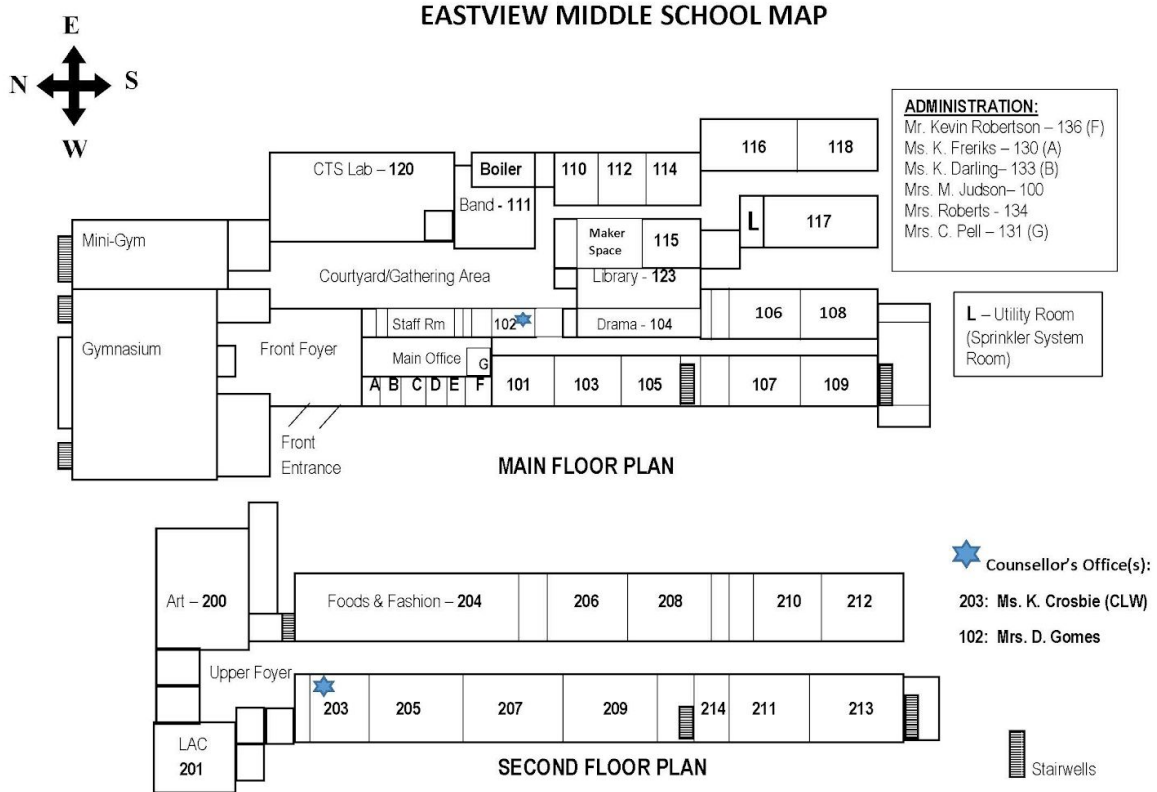
## EASTVIEW MIDDLE SCHOOL SCHEDULE

|                                  | Trimester 1   |   | Trimester 2 |   | Trimester 3 |   |
|----------------------------------|---|---|-------------|---|-------------|---|
| First bell 8:56                  | A   | B | A           | B | A           | B |
| Block 1<br>8:58 – 9:49           |   |   |             |   |             |   |
| Block 2<br>9:51 – 10:42          |   |   |             |   |             |   |
| Nutrition Break<br>10:42 – 10:49 |   |   |             |   |             |   |
| Block 3<br>10:49 – 11:40         |   |   |             |   |             |   |
| Block 4<br>11:42 – 12:33         |   |   |             |   |             |   |
| Lunch<br>12:33 – 1:18            | Eat: 12:33 - 12:48<br>Outside: 12:48 - 1:18 (dress appropriately) |   |             |   |             |   |
| Reading Period<br>1:23 – 1:43    | Students in Advisory Reading                                      |   |             |   |             |   |
| Block 5<br>1:45 – 2:36           |   |   |             |   |             |   |
| Block 6<br>2:38 – 3:29           |   |   |             |   |             |   |

### Period Rotations

|           |             |          |             |
|-----------|-------------|----------|-------------|
| September | 1 2 3 4 5 6 | February | 2 1 5 6 3 4 |
| October   | 4 3 5 6 1 2 | March    | 4 3 5 6 1 2 |
| November  | 6 5 1 2 3 4 | April    | 5 6 1 2 3 4 |
| December  | 6 5 3 4 1 2 | May      | 3 4 5 6 1 2 |
| January   | 4 3 1 2 5 6 | June     | 1 2 3 4 5 6 |

# Eastview Middle School Floor Plan



## General School Information

|                           |  |
|---------------------------|--|
| <b>Student Entry</b>      | <b>8:40 am</b>                         |
| <b>Office Hours</b>       | <b>8:00 am - 4:00 pm</b>               |
| <b>Library Hours</b>      | <b>8:40 am - 4:00 pm</b>               |
| <b>School Day</b>         | <b>8:58 am - 3:29 pm</b>               |
| <b>Weekly Updates</b>     | <b>e-mailed weekly</b>                 |
| <b>School Team</b>        | <b>Eagles</b>                          |
| <b>Student Population</b> | <b>Grade 6-8; approx. 600 students</b> |
| <b>Lunch</b>              | <b>12:33 - 1:18 Closed Campus</b>      |

### BEFORE & AFTER SCHOOL HOURS

The school doors are opened at 8:40 am. Only those students under the direct supervision of a staff member are allowed early entry. Extracurricular activities, homework room, or band practice are examples of activities that permit early entry. Please do not drop your child off at school and have him/her wait an excessive time prior to entry. **Once students have entered the school, they are expected to remain on campus for the entire day. Students are NOT allowed to leave the school grounds to go to the convenience store or to meet other students at ANY TIME during the school day.**

Students are expected to leave the school premises immediately after school, unless they are under the direct supervision of a teacher or watching a supervised activity in the gymnasium. The outside doors are locked at 4:00 pm each day. Students still waiting to be picked up will have to wait outside.

Full days off are scheduled throughout the school year. (Please see the calendar) We strongly encourage parents to schedule appointments during this time.

### AGENDAS

The student agenda is provided as a tool to help promote student success. It provides a time management and organizational strategy for students as a means of monitoring when assignments are due, planning for long term projects, quizzes and/or tests. Agendas are mandatory for Grade 6 & 7 students and optional (but STRONGLY recommended) for Grade 8 students. Students are expected to carry their agendas and have them available for every class. The agenda contains an electronic access code for the loan of library books. Students will have school policies and expectations at their fingertips. Agendas are a great form of communication between the home and the school. It includes important expectations for students and information to help create a positive learning environment for our school community.

### **EASTVIEW P.R.I.D.E Character Education**

The majority of Eastview students exhibit exemplary behavior. We work hard to recognize these students in a variety of ways throughout the year. The P.R.I.D.E. character education program is to provide an avenue for dialogue and learning about appropriate behaviours and character traits that model positive behaviour. It will also help students understand when their choices are not conducive to a positive outcome and will help redirect their behavior. This character education program will be conducted in a number of ways. It will be reinforced using the Eastview Behavior Matrix, which outlines student behavior expectations. As well, the values of Prepared, Respect, Integrity, Determination and Excellence will be an integral part of the Eastview Advisory program. The intent of this character education program is to instill a sense of pride among students and staff at Eastview, and provide a common message for all students as we strive to inspire P.R.I.D.E. through the pursuit of lifelong learning.

## STUDENT CODE OF CONDUCT

An important goal of the Red Deer Public School District No. 104 is to develop responsible, caring and respectful members of a just, peaceful and democratic society.

A student, as a partner in education, has the responsibility to:

1. demonstrate a commitment to maintaining a safe and caring school
2. demonstrate desirable personal characteristics, such as respect, responsibility, fairness, honesty, caring, loyalty and commitment to democratic ideals
3. conduct yourself so as to reasonably comply with the following code of conduct:
  - a. be ready to learn and actively engage in, and diligently pursue your studies
  - b. attend school regularly and punctually
  - c. comply fully with everyone authorized by the Board to provide education programs and other services
  - d. comply with the rules of the school and the policies of the Board
  - e. account to your teachers for your conduct
  - f. respect the rights of others
  - g. contribute to a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging
  - h. positively contribute to our school and community
4. be answerable for your conduct to the administration of the school on the way from home to school and from school to home, in the school building, during all time that they are on the school grounds, and during all school-sponsored activities
5. be afforded information on the code of conduct with which you are expected to comply, with possible consequences for noncompliance.
6. have the right to fair treatment and due process, including the opportunity to account for situations and behaviors.
7. refrain from, report and not tolerate bullying or bullying behaviour directed toward others in the school, whether or not it occurs within the school building during the school day or by electronic means.

Students who are not meeting the expectations will have a discussion with the adult (teacher, guest teacher, Educational Assistant, Office staff, Administrator, Custodian) involved. The grade administrator will also get involved as required.

The in-school room is a quiet, work room. Students must bring a bag lunch (no microwave) with them as well as schoolwork. Only an administrator can assign a student into the in-school room. Students are NOT allowed any personal devices (cell phone, iPod, tablet, etc.) in the ISS room. They must turn all devices into the ISS room supervisor upon entering the room.

## RIGHTS AND RESPONSIBILITIES

1. I have a **RIGHT** to learn in this school. It is my **RESPONSIBILITY** to listen to instructions, work quietly at my desk and raise my hand if I have a question, concern, or need to leave.
2. I have a **RIGHT** to hear and be heard. It is my **RESPONSIBILITY** to not talk, shout or make loud noises when others are speaking.
3. I have a **RIGHT** to be respected in this school. It is my **RESPONSIBILITY** to not tease or harass other people.
4. I have a **RIGHT** to be safe in this school. It is my **RESPONSIBILITY** to not

- cause physical or emotional harm to other people.
5. I have a **RIGHT** to privacy and my own personal space. It is my **RESPONSIBILITY** to respect the personal property of others, and accept their right to privacy.

The school rules are based on common sense. If a student chooses not to comply with the rules and expectations, disciplinary action will be taken.

Consequences will be determined by the severity of the misbehavior and may include any of the following.

1. Loss of privileges: field trips, dances, extra-curricular activities, computer time.
2. In-school suspension- lunchtime or after school, during class time, during elective-only class time.
3. A student may need to work under supervision for a defined period of time.
4. The teacher or grade administrator will notify parents.
5. Out of school suspension: The principal may suspend a student from school for up to five days.
6. Expulsion: The School Board, upon recommendation from a principal, can expel a student from school.

#### **SCHOOL YEAR 2019 - 2020 - NON SCHOOL DAYS**

|   |  |
|---|--|
| Aug. 28, 29, 30: Teacher Organizational Days  | February 18-21: Winter Break (February 19-21 are staff Learning and Teacher Convention Days) |
| Sept. 2: Labour Day Holiday   | March 18 & 19: Parent Teacher conferences (There ARE school classes on March 6 all day)      |
| Sept 3: First Day of School   | March 19 & 20: Staff Learning Day  |
| Sept 20: Staff Learning Day   | April 9: Staff Learning Day  |
| Oct. 10 & 11: Staff Learning Day  | April 10/13: Good Friday/ Easter Monday  |
| Oct 14: Thanksgiving Day Holiday  | April 14-17: Spring Break  |
| Nov. 6 & 7: Parent Teacher Conferences (There ARE school classes on November 6 all day) | May 15: Staff Learning Day   |
| Nov 8-11: Fall Break/Remembrance Day  | May 18: Victoria Day   |
| Dec 5 & 6: Staff Learning Days  | June 12: Staff Learning Day  |
| Dec 21 - Jan 5: Christmas Break   | June 25: Last Day for Students   |
| Jan 17: Staff Learning Day  | June 26: Teacher Organization Day  |
| Feb. 17: Family Day Holiday   |  |

For the most updated calendar information, please refer to our school website:  
[eastview.rdpsd.ab.ca](http://eastview.rdpsd.ab.ca)



## COMMUNICATION WITH SCHOOL

Communication with the school, including meetings with teachers, administrative staff, and/or Student Services (Counsellors, LAT, FNMI Coordinator, etc.) is welcomed. This may be arranged by calling the school at 403-343-2455. Alternatively, all teacher emails are available on our school website by clicking on the Staff Link and finding the teacher(s) name.

Please visit our website for newsletter publications OR sign up to receive our newsletter by subscribing through the school website. The Daily Announcements are also posted on the school website.

You can also find out more about Eastview Middle School by visiting our website to follow us on Facebook, Instagram and/or Twitter. You can also receive text messages from the school direct to your cell phone by signing up for our text messaging service.

### Contacting Your Child at School

We ask that you ***not*** call or text your student during school hours. Contacting students during instructional hours interferes with their learning and potentially the learning of other students (see cell phone policy). Parents/Guardians are welcome to leave a message with the office staff. The names of students with messages will be announced during class breaks, lunchtime and after school.

Emergency situations (e.g. accident or death in the family) are handled differently. If there is an emergency, which requires that you speak with your child on the phone immediately, we ask that you share the emergency with us so that we can better support your child as they receive the information. In an emergency, we will call directly to the classroom and ask that the student come to the office.

## TELEPHONE SYSTEM

Students can phone home by using the student phone in the main office. Although students cannot be called out of class to receive phone calls (unless it is an emergency), important messages will be relayed to students via being paged to the Main Office by reception staff.

## ATTENDANCE & LATE POLICY

We want to ensure that students understand school expectations. Our expectations have been established for the safety and well-being of all who attend EVMS. They also enable students to learn the social skills appropriate in society and the workplace.

We consider attendance to be essential for successful academic achievement and growth. Prolonged absences or sporadic attendance results in a lack of continuity in learning and seriously impacts a student's progress. **The responsibility for regular and punctual attendance rests with the students and the parents.**

The Alberta School Act states that: *"Individuals eligible to be enrolled and between age 6 and 16 shall attend school. A student is excused by reasons of sickness or unavoidable cause, or religious holiday or suspension or expulsion or due to Ministerial order."* (AB School Act Section 13)

**ABSENCES**  
**ATTENDANCE LINE: 403-346-3246**  
**Email: [evattendance@rdpsd.ab.ca](mailto:evattendance@rdpsd.ab.ca)**

If your son or daughter will be absent for any reason, please phone the **school attendance line at 403-346-3246 or email [evattendance@rdpsd.ab.ca](mailto:evattendance@rdpsd.ab.ca)** If we have not been notified, the school will place one computer generated phone call to the students' main number as listed in PowerSchool through an electronic messaging system. If you know about the absence in advance, you may want to inform his/her teachers and request homework. **We would ask that you ALWAYS phone the attendance line or email us** as the teacher you notify will likely not be the one taking the attendance, due to our tumbling period rotation. This is a 24 hour line and you can leave an absence message days or weeks prior to the event. If you believe you have received an automated message in error, please contact the main office as soon as possible so that we may address the issue.

**Leaving During the Day:**

Students will not be allowed to leave the school for any reason unless the parent has written a note or phoned the office. When students are leaving the school, they must always stop at the office to be signed out by one of our staff.

If a student needs to leave during the day for an appointment, the student will not be called from class until the parent is at the school. **Students are only allowed to leave with a parent or one of the alternate contacts designated on their registration form.** A parent must inform us before they will be allowed to leave with any other person. Students are NOT ALLOWED TO LEAVE THE SCHOOL with anyone except the individuals listed on their approved Parent/Guardian list - this is for the student's safety!

We strongly recommend that vacations be planned during the school breaks. If it is necessary for a student to miss school for a vacation, it is the student's responsibility to catch up on missed work when they return. If requesting homework in advance of a vacation, please give teachers a few days notice. Requests of homework for an absence longer than one week may not be possible.

Students who are absent without an acceptable reason (truant), or who leave the school without permission, will be subject to disciplinary action from the administration.

**Late Policy and Procedures:**

We expect that all students will be in class and prepared to begin work at the beginning of EACH class. Students without legitimate reasons who come late to class lose valuable instruction time and interfere with the learning of others. We wish to promote the best conditions for learning and teaching and to foster habits that prepare students well for the world of work and a successful transition to high school. Students are expected to move quickly between classes.

Students who report to school after 8:58 am or 1:23 pm are considered late. If a student arrives after the first class has started in the morning or afternoon, he/she must report to the office for a late slip.

Lates are recorded as either excused or unexcused. Recorded lates are those that occur at the beginning of the school morning and afternoon. A late is determined to be excused or unexcused by the office staff. Lates are considered when determining overall attendance habits.

Students who are late for class may be expected to make up the time with the classroom teacher, and parents will be contacted. If this is a repeated problem, attendance issues will be referred to the grade administrator.

**NOTE FOR FAMILIES:**

The most significant factors that impact student punctuality are individual sleeping patterns and nighttime/morning routines. It is essential for all students to have uninterrupted sleep: research tells us that our brains need adequate sleep in order to allow us to function well. Adolescents need 8-10 hours of uninterrupted sleep every night. What researchers have found is that while many adolescents go to bed at a reasonable time, their sleep is interrupted by text messages throughout the night. It is highly recommended that Parents/Guardians remove all electronic devices from their adolescent's bedroom so that the child can have an uninterrupted sleep. We also encourage families to establish routines at night and in the morning so students are able to get to school on time. The positive benefits to learning, behaviour, and household procedures will be dramatic.

### **BREAKFAST PROGRAM**

Every morning a nutritional breakfast is provided in the gathering area for any student at Eastview Middle School. This program is provided by our School Council, parents and several local businesses. We have a relatively long morning schedule and it is strongly recommended that all students have a healthy and substantial breakfast before each school day. Students are encouraged to bring a nutritional snack for the morning break.

### **NOON HOUR CLOSED CAMPUS**

Students remain at school over the noon hour and must eat their lunch in their designated room. All students eat in their ADVISORY CLASS.

Students are to remain on the school premises during the lunch hour period **unless they are picked up and signed out by a parent/guardian.**

Please do NOT phone the school requesting that your son/daughter be allowed to leave to go to the 7-11 or IGA in Eastview Shopping Centre - there is no supervision at the crosswalk during the day and those businesses have requested no students during the lunch hour. **EVMS operates a CLOSED CAMPUS for the safety of our students. Students who bring a note from home asking to go to the Eastview Shopping Centre will not be accommodated - we are a CLOSED CAMPUS.**

Students are responsible to the administrators, teachers, and lunchroom supervisors for their behaviour. Students must be under the direct supervision of a teacher before they are allowed into the classroom during the noon hour.

Students who, in the opinion of a teacher or an administrator, display inappropriate behaviour during the lunch period, may for a specific period of time, lose the privilege of eating with their peers and will be required to be in the office.

### **NUTRITION**

In accordance with the Red Deer Public Schools' Nutrition Policy, we encourage students to maintain a healthy lifestyle, and nutrition is no exception. We ask parents to try and provide students with healthy lunches. **Energy drinks are not to be brought to school. If students bring energy drinks or slurpees, the drinks will be confiscated.** Food or beverage that are NOT permitted include (but are not limited to):

- Energy drinks (eg. Monster, Red Bull, etc.)
- Oversized pop containers (greater than 500 mL)

## STUDENT DRESS CODE

### EXPECTATIONS

It is expected that students dress in a style that is conducive to learning. The dress code applies to ALL school-sponsored events, including sports, field trips, dances, and on-site events. Your clothing should be tasteful and appropriate for school and should not be unduly revealing. Clothing that exposes large areas of skin or expose undergarments are NOT acceptable. You are expected to dress in a clean, neat, appropriate manner.

- Footwear must be worn.
- Undergarments should not be visible.
- All clothing must cover the body appropriately **with typical movement**.

Students may not wear:

- hats inside the school
- clothing with offensive or inappropriate wording or images
- clothing that promotes racism, alcohol, drugs or tobacco products or contraband
- any gang related clothing or paraphernalia
- dangerous or potentially dangerous jewellery
- potentially dangerous clothing (e.g. PE., and CTS activities)

**Cold Weather:** All students must have proper clothing for going outdoors in cold weather. We go out at lunch and there are many excursions during the day that require warm clothes. -20 degrees Celsius including wind chill is our cutoff for having students go outside, other than bus excursions.

**Helmet rule:** Students arriving at school with or on bikes, skateboards, longboards, rollerblades, scooters etc. **must wear a helmet**. If you do not have a helmet your "wheels" will be kept in the office until you show your own helmet. This may require parent pick up of your "wheels" if the student refuses to wear a helmet to and from the school. First violation of the helmet rule will result in the "wheels" being taken away from the student and stored in the office. The student can pick up their "wheels" from their grade administrator at the end of the day. Second and subsequent violations of the helmet rule will require parent pick up from the main office.

### LOCKERS

- Are assigned to every student.
- Are the property of Eastview Middle school and are subject to inspection by the administration at any time.
- Should not be shared – only your own personal and academic items should be in your locker!
- Must be kept neat and clean. Regular cleanups will be scheduled, but a teacher may ask you to clean it at any time.
- Should be LOCKED at all times with a school provided lock.
- Damaging school property (your locker) is considered vandalism and will result in disciplinary action.
- Students should not bring valuable items to school and should make sure portable devices are stored in their locker.

Students may go to their lockers at the start of the morning, during the mid-morning break, before and after lunch, and at the end of the day in order to get and put away books and other supplies. Additionally, students may go to their locker before and after Band class, after returning to the school from an outside activity or with teacher permission.

### LOCKS

A lock will be supplied to each student for their locker and a \$5 rental charge will be applied to his/her school fees. They should not share the combination with any other student. The school has a master list of combinations if they forget theirs. These locks are also equipped with a keyed entry for use by administration only.

Locks are property of the school and must be returned to their teacher at the end of the year.

Students should buy one good quality lock (Dudley or Master) to be used for their Phys. Ed. Locker. This is very important as many items go missing from the change rooms.

#### **SCHOOL AND PERSONAL PROPERTY**

At EVMS, we want to be positive contributors to our school and the community. This means that we show respect for our property and the others all of the time. Please respect all school property (classrooms, desks, equipment, textbooks, supplies, computers and technology, etc.) and treat these resources appropriately. We also ask you to look after our environment by disposing or recycling materials properly. Keep your locker and school clean by organizing your materials and picking up garbage.

**The school CANNOT and WILL NOT be held responsible for any lost, stolen or damaged items that the student brings to school. It is the responsibility of the student to keep anything they bring to school secure. Accidents happen and any damage to student's personal property (clothing, cell phones, tablets, devices, backpacks, headphones, etc.) are NOT the responsibility of the school. At ALL times, the student is personally responsible for their own items.**

#### **Back Packs, Purses/Bags:**

Students are expected to leave their backpacks, purses and bags in their locker. The backpack can be used to carry homework to and from school each day. We believe that this is physically less stressful for students and there is not space in all the classrooms for students to carry a backpack into each room. Further, it is a safety concern as staff cannot be certain what is in each backpack, so in the name of student safety, backpacks are to remain in the student's locker. The exception to this would be a medical device a student is required to carry discreetly into the classroom in a backpack. **Students are not allowed to have their backpacks, purses/bags outside during lunch recess.** All bags must be stored in their locker.

#### **Bicycles, Skateboards and Wheeled Transportation:**

Bicycles are not permitted in the school. Skateboards, rollerblades, scooters and heeies must be carried into the school and not used within the building. A bike rack is provided for students who ride to school. Students must provide their own lock and should securely lock their bikes on the rack (not permitted on fences, posts, etc.). Please ensure the lock is of the highest quality as, unfortunately, theft has occurred. Students may store their other wheeled transportation in their core teacher's classroom, but they do so at their own risk. It is NOT the core teacher's responsibility to ensure the safety and security of the wheeled transportation during the school day. The school is NOT responsible for lost/stolen items.

## **BUS RULES**

In order to ensure a safe and enjoyable journey while on a bus, it is imperative that all students obey the rules as listed below.

1. Obey the driver and supervisors at all times.
2. Enter the school bus quietly, safely and promptly, loading the seats from the front to the rear
3. Remain seated and face forward. Passengers may talk quietly to the person next to them. Loud noises, shouting, etc. are not allowed.
4. Do not put, place or throw anything out a school bus window. Supervisors may grant permission to open a window for ventilation.
5. Place all garbage in the large plastic bag upon exiting the school bus.
6. All passengers are to remain seated until the school bus comes to a complete stop and the supervisors are finished giving instructions.
7. Vandalism or damage to the bus (seats, interior, exterior, etc.) will not be tolerated and will be dealt with through the appropriate discipline procedures. Students responsible for vandalism/damage to the bus will be held financially responsible. Parents will be informed and billed appropriately (\$150 PER bus seat (back or seat))

The bus has been purchased with funds raised by the School Council Enhancement Committee.

## **SCHOOL COUNSELLORS**

The school counsellor(s) are available to all students (and parents, if necessary); they offer assistance to students with school or personal difficulties. The school counsellors may act as a liaison between the home, school and outside agencies.

Referrals can be made to the counsellor(s) by teachers and/or parents or a student may make a self-referral. The Eastview Website has a link called "Eastview Cares" and this is another method of self-referral to the counsellor. Please feel free to contact one of the school counsellors and provide information regarding your concern at any time. Information about careers and high school programs are also available.

Whether experiencing difficulties or not, students are encouraged to keep in contact with their counsellor throughout the school year.

## **FUNDRAISING**

Eastview Middle School does very little fundraising to support school programs, other than a few special band fundraising ventures. The majority of our School Council fundraising is done by working casinos every second year. In the past, casino money has been used for the purchase, maintenance and operation of our school bus. All students benefit from having the Eastview bus, so please consider helping when possible. Leadership classes may organize local and global fundraisers throughout the year, however we do not have students fundraise door to door.

## SCHOOL DANCES

School dances may be held periodically during the school year as determined by the school administration. Dances MUST be supported by parent volunteers in order to have enough supervision; dances will be cancelled if we do not receive enough parent support/volunteers. Typically dances are held from 3:30 - 5:30 (subject to change); this time allows students to complete their school responsibilities, enjoy a social opportunity and still have the evening free. Dances MAY be held during the day as organized through the Leadership class(es).

### Regulations for School Dances are as follows:

- Dress code for all dances is the same as the daily dress code.
- Dances are for the benefit of Eastview Middle School students and outside guests are excluded.
- If a student has been suspended the day of the dance (in school or out-of-school) or has been absent from school that day, he/she will not be allowed to attend the dance that afternoon.
- Approval for the dance will be granted only when it has been verified that at least 10 parent chaperones are available for supervision.
- No access to school lockers will be permitted after the start of the dance.
- No admittance will be allowed 30 minutes after the dance has started.
- Students leaving the dance will not be re-admitted unless special permission has been granted by the principal.

## HEALTH SERVICES

We provide a sick room area for injured or ill students and have staff trained in First Aid. Medication of a non-prescription nature, for example, aspirin, shall neither be purchased for, nor administered to students. (Policy 4.04, pg. 2 of 8)

## PHYSICAL EDUCATION-Gym Wear

All students must change for P.E. classes. You may purchase Eastview gym strip or provide your own. If you are bringing clothes from home it must be appropriate athletic wear and conform to our school dress code. These items should not have buttons, belts, snaps, ties etc, as this is a safety hazard. Athletic shoes must be worn that are capable of being tightly tied.

Some P.E. activities are held outdoors. Students must be prepared to go outside in the fall, winter and spring. Students are expected to have appropriate clothing for all weather and activities. Appropriate clothing in cold weather includes a coat, toque, gloves and boots (if necessary). Students will be advised of outdoor units and are expected to be prepared for class with appropriate clothing.

Students consistently not changed for class may lose marks in the "Daily Effort" category of the P.E. mark system.

**NOTE:** A degree of organization and responsibility is essential on the student's part to make sure that gym wear is taken care of and on hand for class time. Not only does this policy promote hygiene but it seems to develop a positive mindset in the students as well as encouraging a sense of school pride. This is most noticeable in activities such as the Dawe Run, junior team's athletic program, Track Meet, and our regular physical education classes.



## **EXTRA-CURRICULAR PROGRAM**

Students have the opportunity to become involved in a wide variety of extracurricular activities. Although we encourage involvement, students are asked to exercise care in not becoming too involved to the detriment of their experiencing academic success. A list of some of these intramural, club and inter-school activities that have been offered in the past is as follows

- Clubs (Running, Ski, Drama, Chess, etc.)
- Inter School Junior and Senior Teams (volleyball, basketball, badminton, and handball)
- Talent Show
- Jazz Band
- Dances
- Rock Band
- Sound and Tech crew

### **Leadership**

This course is geared towards students eager to develop their skills in leadership and citizenship through a variety of activities including student-led intramurals, recognition of student successes and school-wide spirit celebrations. Students will be responsible for the organization and coordination of activities throughout the year.

## **SCHOOL SUPPORTS AND LEARNING**

### **Accessing Help**

If students are experiencing difficulty understanding a learning task, early contact with the teacher is essential. Many teachers have regularly scheduled "help" times, or are available upon request (before school, at noon, or limited times after school). Students can also access the Library until 4:00 pm daily to have a quiet place to complete homework or do their research before they leave the school.

Parents and older siblings are a great source of help - and so are your classmates! You should have the phone number of at least three classmates that you could contact and ask for help, or determine what you might have missed in the event you were ill/absent on a particular day.

### **Student Support Team**

Our Student Support Team consists of a blend of our Counsellor(s), LAT, Community Liaison Worker, FNMI Coordinator, our School Administration Team and may involve Student Support Services from Central Office. Together, we offer a wide range of educational, personal and behavioral supports aimed at enhancing student learning. The Student Support Team may also coordinate efforts with many outside agencies and also provides counselling at EVMS. These supports include assisting new students with integrating into middle school life and preparing students for transitions to High School.

Another role of the Student Support Team is to work with students in developing plans for academic success. Any students who experience academic difficulty (falling behind in classes, missing classes, test anxiety, etc.) are encouraged to make an appointment with their child's teacher &/or members of the Student Support Team.

### **Core Class Teacher**

At EVMS, all students are assigned a primary core class teacher who acts as a mentor in supporting their learning. Through core classes, students often receive critical information such as report cards,

forms that need parent signature and other various school communications. This teacher also promotes student success by acting as the main point of contact for IPP (Individual Program Plan) coordination and attendance or discipline phone calls. In the event we cannot communicate through the contact numbers given, we will also communicate through any parent email addresses provided. Our core teachers are available to help problem solve and provide resources to help students become independent learners.

#### **Expectations for Completing Assignments at Home**

Students will not always have homework if they are diligent about using their class time wisely, however, Middle School students can expect to have a minimum of one half hour to one hour of additional time required each day (outside of class time) to complete assignments, projects or review for assessments.

Students: when work is assigned, make sure to take home all that is needed to do the work. Forgetting the proper book, papers, map, etc. creates problems completing the assignment at home and may impact your grade. Use your agenda to help keep you organized! Use of an agenda is an excellent skill and time management tool.

We ask parents/guardians to support the school in promoting this important part of your child's education. We encourage families to keep up to date on missing/incomplete course work by regularly logging into PowerSchool and discussing with your child their progress in each class. Please stay in regular contact with your child's teacher(s) via email if problems arise - you do NOT need to wait for Parent-Teacher conferences to address concerns. Early intervention is the key. If your child continually comes home saying they have NO homework and their mark is not in the range you would expect, please contact the school.

#### **Materials for Projects**

Please note, that throughout the year, materials from home may be required to complete projects.

#### **HANDHELD DEVICES**

Students are only allowed to have handheld devices with them before school, during lunch, or after school. Students are prohibited from having their handheld devices on them during instructional time - they MUST be in their locker UNLESS SPECIFICALLY DIRECTED BY THEIR TEACHER IN THEIR CLASSROOM. The use of ANY personal devices in our school **will be at the absolute discretion of our staff members at all times** and our students will be asked to respect this expectation.

Students needing to make urgent calls may use the student phone in the office.

If parents or others need to contact students because of an emergency, they are welcome to call the school, and their child will be contacted immediately and brought out of class as required

#### **If a handheld device is confiscated by a staff member the following consequences will occur:**

**1<sup>st</sup> Offence:** The teacher will confiscate the handheld device and hand it off to the grade level administrator. Students will then need to meet with the grade level administrator to get the handheld device back at the end of the school day.

**2<sup>nd</sup> Offence:** The teacher will confiscate the handheld device and give it to the grade level administrator. The student's parent or guardian will then be contacted by the grade administrator and the student will have their device returned to them at the end of the day after a 2nd conversation between the administrator and the students.

**3<sup>rd</sup> and Following Offences:** We will view the third offence as defiance. These will be dealt with through the discipline cycle and may include detentions, suspension, or other consequence determined by the grade level administrator or the principal. Parents will be required to pick up the device on the 3<sup>rd</sup> and every subsequent offence.

Refusal by the student to relinquish the handheld device to an adult will be treated as defiance and dealt with by an administrator accordingly.

### **TECHNOLOGY AND LEARNING**

When students are in our school, they are accessing RDPDS WAN (Wireless Access Network) and as a result are subject to the code of conduct associated with the use of the District WAN. The use of the wireless network, whether it be on a school computer or the student's own personal device, will leverage the student's ability to:

- access information in order to creatively and critically assess and communicate their learning
- seek alternative viewpoints
- personalize their learning and understanding of curriculum concepts
- construct personal knowledge and meaning
- organize and manipulate data
- interact with other learners and collaborate during inquiry.

When using district technology or their own device through the WAN, the following activities are prohibited and will be addressed on an individual basis as needed:

- use of someone else's RDPDS account
- sharing of usernames and passwords for other people to use
- sending, posting, displaying, or using obscene language/messages or pictures or information about oneself or others
- harassing, insulting or attacking another person or their reputation
- viewing inappropriate websites through a proxy server or by other means
- plagiarism of online content
- texting or gaming during instructional time without teacher approval
- tampering with any computer accessories, hardware or software
- use of technology or accessing sites not approved by staff
- trespassing in other's folders, work areas or files
- utilizing another student's device without permission
- taking photos of other students, teachers, or school activities/instruction without express knowledge of the teacher in charge or administration.

The following sites are prohibited from use at EVMS:

- vulgar or lewd depictions of the human body
- any inappropriate adult content
- sites promoting criminal activity or violent acts
- online gambling
- social networking sites (Facebook, Twitter, etc) unless specifically allowed by the teacher for instructional and learning/research purposes
- sites that encourage the use of illicit or illegal substances
- sites that advocate hatred or violence against an identifiable group
- non-educational games, unless specifically allowed by the teacher
- other inappropriate sites that should not be used when students have another educationally sound assignment to complete.

Our expectation is that our students will become educated and responsible digital citizens. If, however, students breach any of the above, each situation will be dealt with on an individual basis and may result in:

- restriction or loss of technology privileges
- restriction of use or confiscation of personal devices
- school based disciplinary consequences and/or
- police intervention and/or legal action

Lastly, it is important that parents/guardians and students remember the following as these digital devices are used to enhance educational opportunities:

- the school is not responsible for the loss, damage, or theft of student electronic devices
- the school is not able to provide technical support for student devices
- devices can only be utilized for educational purposes and need to be under the direct supervision of a teacher in an approved area of the school
- misuse will be determined by the staff and administration
- any damages resulting from a student's misuse of the computer or technology will be charged back to the parent and they will be responsible for the cost of the damages &/or the replacement of the computer/device

We view digital citizenship as a shared responsibility between students, their families and the school. We appreciate families taking time to discuss this with their children and supporting the work of the school in moving it forward.

### **SCHOOL OWNED DEVICES**

All students will be required to sign a computer use agreement. It will be kept on file at the school. Students are expected to use information and communication technology (e.g. computers) as an educational resource and in a responsible fashion. Students are subject to disciplinary action in the event of inappropriate or unacceptable use of information and communication technology.

These guidelines apply to every device in the school.

- All students must sign on to the Server with their own ID.
- A teacher must approve all printing. If there is a printing problem ask for help. Do not print again.
- Food and drinks are prohibited when using any computer.
- No colour printers are available for student use without permission.

**Note:** Red Deer Public School District #104 has all computers equipped with a filtering program, which is designed to block inappropriate material. As no program is perfect, it is up to each individual to use good judgment when accessing any Internet site. Read carefully before clicking on a site. Back out of any site that is not appropriate. Tell the teacher that this has occurred.

\*\* Any student who intentionally changes the performance of any computer in the school or attempts to access any inappropriate Internet site may be denied further use of the computers at Eastview Middle School, as determined by the school administration.

### **EVMS STUDENTS AND SOCIAL MEDIA**

Adolescence is a time of extreme emotional behaviour. The adolescent brain tends to act first and think second - that is to say, adolescents have high impulsivity. Therefore, teenagers require the adults in their world to have consistent boundaries and expectations regarding behaviour.

The same is true for teenagers and Social Media use. Using Social Media appropriately can be very challenging for adolescents. The Social Media platform (texting, Facebook, Instagram, SnapChat Twitter, etc.) allows students to behave impulsively, without an immediate consequence and with no adult to check their behaviour (text message content). It also facilitates students' abilities to make inflammatory comments without necessarily revealing their identities. Examples of this include posting online comments that intend to accuse, to attack or to insult others. While hastily made and perhaps later regretted, such comments can cause great harm to others. Further, once such comments are posted, they are retained by online software, and can be used as evidence of harassment against the original poster.

Inevitably, disagreements that originate online make their way into the school environment and then become a school issue. Because schools have no jurisdiction over student disagreements occurring in the community, it is nearly impossible for school Administration to resolve disputes that have occurred during non-school hours. However, if that interaction interferes with student learning, the school administration will get involved and will involve the parent of all student parties as quickly as possible.

Schools have limited resources to address conflicts originating via social media. Resolving online disputes that have occurred OUTSIDE of school hours and boundaries can often take hours of *inside* school time. This is beyond what is reasonable for school personnel. As such, we require parents' assistance in monitoring and limiting students' online access and usage of Social Media sites, in order to reduce the number of inappropriate student interactions online.

We remain committed to assisting students with their concerns regarding harassment and/or bullying, and encourage them to speak to teachers, counsellors, administration or parents should they face threatening behaviour. Nevertheless, if online disputes endure, Parents/Guardians and their children may be asked to resolve such external to school issues by meeting with the other families, or by involving the police.

The following sections reveals some "Fast Facts" about some of the more frequently accessed Social Media sites such as Facebook, Snapchat, Instagram, Ask, etc.

- A. Minimum Age Requirement:** Each of these sites stresses that no one under the age of 13 should create accounts on their sites. Additionally, each site recommends that teenagers between the ages of 13-17 have an adult assist them when reading the site's terms, conditions and policies. We ask students and parents to (a) consider whether or not a student is ready to make appropriate use of these sites and; (b) if so, that parents take time to help their children read and understand the policies stated on each site students wish to use.
- B. Policy Against Online Bullying:** Each site lists clear rules *against* the use of inappropriate content, including harassing, insulting and hurtful language. Therefore, users who choose to engage in this behaviour are deliberately contravening the terms and conditions to which they agreed upon creating accounts.
- C. Liability:** Each site makes it clear that any user who violates the terms of the site's usage bears the sole responsibility of doing so. This is important for students to understand because each site will provide NO support to users who face external consequences for posting inappropriate content.
- D. Content Ownership:** It is also important for students to understand that, once they've posted any content to these sites - positive or negative - it becomes the property of these sites. This means that once inappropriate content is posted, the sites have access to it and can/will share inappropriate posts with the authorities upon request.

## **LIBRARY**

**Hours: 8:40 am - 4:00 pm**

The library and computers are available before and after school for students to complete homework and study. The library has an excellent collection of resource and recreational books. Since the library is fully automated all loans are signed out through the computer. To sign out books students use their own barcode, which is taped inside their agenda. Students with overdue loans are not permitted to sign books out. The student must pay for books that are lost or damaged beyond repair.

- Library computers are available for class work during lunch. Up to three books may be signed out for 2 weeks.
- Food and gum are not allowed in the library.

## **STUDENT ASSESSMENT AND THE REPORTING SYSTEM**

Students will have a fully updated online report card with a letter grade and a work habit comment in each subject three times a year. Parents have up to date online access to student assessments 24/7. Information on accessing this will be sent home at the beginning of the year. All students will receive a printed report card reflecting their grades in each of the three terms.

### Conferences

The parent-teacher conference is an opportunity to share information between parents or guardians and the teacher. We encourage parents to attend these meetings to discuss the child's academic, social and emotional development. Conferences will be held in November for Term 1 and March for Term 2.

### **Grade Calculations**

Each term, teachers will provide a **continuous final letter grade** based on the criteria they have provided in their course outline. The criteria will include performance on assignments, tests and quizzes.

It is essential for students to write the final exams according to the schedule. Students are **not** permitted to write final exams early.

In Middle School, promotion to the next grade level is dependent on the student achieving acceptable grade level achievement on curricular assessments.

## **HOMEWORK POLICY**

At Eastview Middle School, homework continues to be one element in the successful education of our students. Interventions by the teachers and school administration are among the consequences for incomplete homework. If your child claims there is never any homework, please read your child's course outline as teachers typically indicate how often to expect and where they will post the homework for their class(es). Please check the website or with your child's teacher(s) to confirm.

**If staff uses the website for homework, parents and students can check the school website under "Classroom Pages" for how each teacher communicates about homework:**

<http://eastview.rdpsd.ab.ca/>

## **CHEATING**

At Eastview Middle School, the act of cheating occurs when a student:

- copies or lends a homework assignment from/to another student
- hands in the work of another student or a published author and claims it to be his own (plagiarism)
- communicates with another student verbally or nonverbally or enables another student to see answers during an exam
- discusses exam questions with another student who has not yet written the same exam
- looks at another student's test/exam during a test/exam
- obtains a copy of a test prior to it being administered
- uses notes, texts and/or written words on hands/body, during a test unless directed to do so
- changes answers during the marking of a test/exam
- receives a due date extension on the basis of a lie

Consequences in each situation will be decided by the teacher in consultation with the student's grade administrator.

## **ALCOHOL/DRUGS/SMOKING/VAPING/CONTRABAND**

Students will not use, distribute, be under the influence of, or be in possession of tobacco, alcohol, vaping devices or illegal drugs or drug paraphernalia while on school property or during the school day. This expectation applies to any school-sponsored function or activity. Smoking on the school property is also prohibited. Students who engage in these choices will face suspension and may be removed from the school. The proper authorities will also be notified.

It is of critical importance that students not bring articles to school that may pose a safety risk or be offensive. Certain materials are contraband and are not allowed on school premises. The classification of what is contraband will be determined by the administration. Students who bring contraband to school property will be subject to disciplinary measures.

**The following is a list of a few items classified as contraband (but not limited to):**

- weapons (including all kinds of knives)
- incendiary items (laser pointers, matches, lighters, paraphernalia, etc.)
- energy drinks
- toy guns
- tobacco products
- vaping devices/e-cigarettes &/or e-liquids
- illicit drugs/alcohol/drug paraphernalia
- stolen goods
- pornographic items or material

Students must not bring these or similar items to school under any circumstances. If these items arrive at school, they will be confiscated and either destroyed, turned over to the RCMP or (depending on the item), returned to the parent. Parents or guardians may claim items by meeting with the administration. Possession of contraband items may result in suspension from school with a recommendation for expulsion.

Students who **smoke or chew tobacco or use a vaping device** in the school or on the school grounds may be subject to a school suspension. Students who have **drugs or alcohol** in their possession or who are under the influence of drugs or alcohol in school or at a school related activity will be suspended immediately and may be expelled. In all cases, the grade **administrator will notify parents.**

### **DISCIPLINARY MEASURES**

As much as possible, the following guidelines will be used when dealing with discipline issues:

1. Student and teacher(s) will meet to resolve the issue (parents may be involved if needed)
2. Depending on the severity of the infraction, administration may be involved.
3. The suspension process will be initiated if necessary and may include:
  - a. In-School suspension (length determined by infraction)
  - b. Out of School suspension (length determined by Principal)
  - c. Referral to the Board for a recommendation of expulsion

### **AWARDS**

It is with pride that we recognize all Eastview students for a variety of achievements. We will continue to recognize students who have achieved excellence in the areas of academics, athletics, leadership, outstanding effort and academic improvement. Please check the EVMS website information regarding awards.

The information in this agenda is subject to change due to printing deadlines.

Please consult with the EVMS website &/or the Main Office for all current and up-to-date information.





## **SCHOOL COUNCIL**

### **Vision**

"Through the pursuit of excellence in a positive environment, we are committed to developing citizens who will have the necessary skills to function as caring, productive individuals in a global environment."

### **Message from School Council Chairperson**

School Council Meetings are very informative and rewarding. It is a positive experience and parents should make every attempt to participate in their child's education. Attending school council meetings is a great way to meet new parents and teachers and also a good opportunity to learn more about this excellent school. Please refer to our web page or most recent newsletter for the date of the next meeting. One hour a month of your time can make a huge difference in your child's education.

### **Objectives**

1. Student Centered Focus
2. Communications
3. Advocacy of Parents/Staff
4. School Level Policy
5. Parent Involvement

### **Membership on the School Council**

The School Council membership is composed of parents or guardians of students registered at Eastview Middle School. Positions for the School Council Executive are elected at the Annual General Meeting held in September (see EVMS Website Calendar for date of first meeting). All interested parents and community members are invited to attend the monthly council meetings.

## **SCHOOL BOARD TRUSTEES...**

### **Shaping our communities through vision and action**

The Red Deer Public School District No.104 is governed by seven locally elected trustees responsible for making sure public education is of a high quality and meets local needs.

The Board has a responsibility to be in touch with the public's concerns, to make people aware of what the board does and why, and to give citizens every opportunity to have a say in what children learn. Specific responsibilities include: communicating, informing and involving parents, staff, and the community-at-large in school board decisions and activities adopting an annual budget that achieves district priorities setting goals and priorities for the jurisdiction that achieve provincial standards, meet the needs of students and reflect the community's wishes making and enforcing policies that set out standards and expectations regarding the actions of administration, teachers, and students lobbying municipal and provincial governments on education issues of importance to the jurisdiction adjudicating policy or decision appeals hiring and evaluating the superintendent. For more information, please contact the Red Deer Public School District at 403-343-1405.