

Assumption Roman Catholic School Handbook 2022-2023

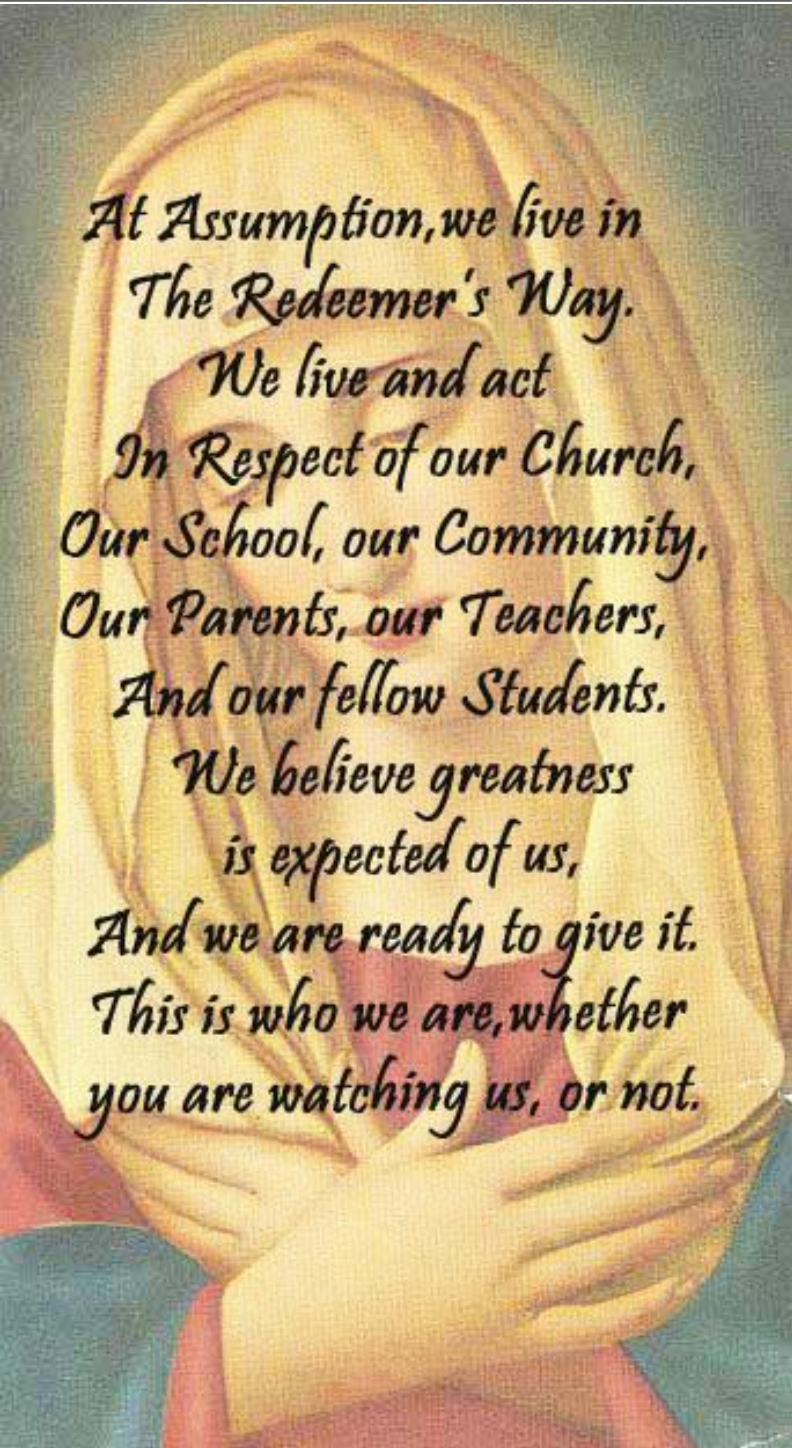
415 5th Avenue East

Oyen, Alberta

T0J 2J0

403.664.3643

<https://assumption.redeemer.ab.ca/>



*At Assumption, we live in
The Redeemer's Way.
We live and act
In Respect of our Church,
Our School, our Community,
Our Parents, our Teachers,
And our fellow Students.
We believe greatness
is expected of us,
And we are ready to give it.
This is who we are, whether
you are watching us, or not.*

This Is Who We Are Whether You Are Watching Us Or Not



I would like to extend a warm welcome to all the parents and students of Assumption School. I am looking forward to a great year of working with an outstanding group of teachers, committed parents, and wonderful children. Assumption School is committed to providing quality Catholic Christian Education. We focus our teaching on the development of the whole child in relation to the values and teaching of the Gospel. We emphasize the importance of academics and strive for excellence in a safe and caring environment. A major focus of our school is the teaching of our Catholic heritage and the forming of values and morals that are consistent with our Christian beliefs.

We rely on the support of both home and parish to meet the goals set forth by Alberta Learning and our school board. We strongly encourage you to become involved in your child's education and welcome you to join us in our celebration of learning. You are welcome as a visitor and/or as a volunteer in our school.

I pray your child has an excellent 2022-2023 school year at Assumption School. We pray for all the members of our school community and ask Jesus to watch over us as we embark on our academic and spiritual journey this school year.

Sincerely Yours in Christ,

Tricia Rolheiser

Principal, Assumption School -403.664.3643

trolheiser@redeemer.ab.ca

Mission Statement: Assumption Roman Catholic School is committed to providing a Catholic Education and facilitating the foundation for lifelong learning in a Christ-like environment with the Church, the community and Christ the Redeemer Catholic Schools.

SCHOOL HOURS	
Enter Bell	8:30
Assembly	8:35
Period 1	8:50 - 9:20
Period 2	9:20 - 9:50
Period 3	9:50 - 10:20
RECESS	10:20 - 10:40
Period 4	10:40 - 11:15
Period 5	11:15 - 11:45
Lunch	11:45 - 12:05
Lunch Recess	12:05 - 12:25
Period 6	12:25 - 1:00
Period 7	1:00 - 1:30
Period 8	1:30 - 2:00
RECESS	2:00 - 2:15
Period 9	2:15 - 2:45
Period 10	2:45 - 3:15
Bell	3:15
Bus Arrives	3:20

ATTENDANCE/LATES

Students are expected to be on time for school and all classes. Chronic absences and lates put any child at risk. These

children fall quickly behind in their work, feel overwhelmed and frustrated with the school work that they must catch up. It is important for children to recognize the importance of attendance and arriving at school on time.

Parents are asked to report to the school if their child will be away for any reason. If a student is absent and the school has not been notified, we will call the parents to ensure the student's safety.

SUPERVISION

School supervision by staff begins at 8:25 and ends after the buses have left at 3:45. Students who walk to school are asked to arrive no earlier than 8:30. Supervision during recess and noon hour is provided by an adequate number of staff members at all times.



All children are expected to go outside during recess breaks except in the case of inclement weather. Please ensure your child dresses appropriately for the weather.



FOOTWEAR

All students must have a second pair of shoes to wear inside the school. Shoes must have non-marking soles.

**hotlunch
orders**

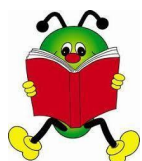
Served every Friday. We now order on School Cash Online by the

FIRST WEDNESDAY of every month. \$5.00/lunch.



MEDICATION

The administering of medication to a student is the responsibility of the child's parent and physician. If possible, medication schedules should be arranged so the child can take the medication at home. If no other viable option exists, school staff may be requested to provide such assistance in accordance with Board Policy. All requests for the administering of medication to students shall be made through the office. The office will require a signed request from the parent and physician, indicating the type of medication to be administered, time, manner, required dosage and action to be taken if there are side effects.



LIBRARY

Assumption School's Library is AMAZING! The school's library provides curriculum materials and recreational reading for student's use during class time. Each student will have the opportunity to sign out a book once a week. Students are responsible for overdue, damaged or lost library material.

SCHOOL COUNCIL

The school council is an advisory group who consults with the principal on issues at the school and meets on a monthly/ bi-monthly basis.



The main form of communication between the school and the home will be through the use of Student Agendas. Each day the students will be required to write in the books highlighting important information, upcoming events, and homework assignments. The teachers are required to check the agendas on a regular basis and will write notes when required to the parents. We encourage all parents to use the agenda books to communicate any minor concerns or questions to the teacher. In an effort to increase parents using our website, **ALL COMING EVENTS & DETAILS** will be posted on our website and ARC Parent Council Facebook Page.



VOLUNTEERS

At Assumption School we welcome and encourage our parent community to become involved in volunteering at the school. All parent volunteers will be asked to read our Volunteer Program Handbook and sign the Volunteer Confidentiality Form. A variety of volunteer opportunities exist at Assumption!

EXTRA-CURRICULAR CLUBS

The school is committed to providing the students with a wide variety of extracurricular activities that will enhance their school experience. The school will operate clubs that are formed based on student and teacher skill and interest. The focus of all extracurricular clubs is to provide students with opportunities to develop skills in specific areas. As these clubs are dependent on the teachers' participation, all school rules will be in effect during their operation.



SCHOOL SAFETY

In order to ensure the security and the safety of our students, staff and building, we request all parents and visitors sign in at the main office when they arrive. Parents picking up students at the end of the day are asked to remain in the main doors near the office until the final bell has sounded at 3:15. We ask that you drop your son/daughter off at the back of the school (west side). Please enter from the street and exit behind the church. If students are not picked up by 3:30, the teacher on supervision will bring your child/ren into the school where they can phone you. You can then pick them up at the office.

EMERGENCY PROCEDURES

In the case of an emergency situation, the school will implement a telephone

fan out system that will be used to contact parents. All parents will be informed of the nature of the emergency and the school's action plan to deal with the situation. If you have any concerns with providing your phone information to an emergency school volunteer, we ask you to contact Mrs. Caskey (403-664-3643). As a proactive measure to an emergency situation that requires the school to be evacuated, we will have a minimum of six evacuation drills as well as a number of school lock-down exercises. These will provide the students and staff the opportunity to become very familiar with the routine and expectations in the event there is a real emergency.



Should there be an emergency situation, please do not phone the school. The community hotline number is **403.938.2659**.

EARLY INTERVENTION & SUPPORT

Each school in Christ the Redeemer School Division has an Early Intervention Program supervised by a qualified teacher. The goal of this program is to identify and assist students with lower than acceptable literacy skills. This program is available to our Grades 1 and 2 students. Students are identified through teacher recommendation and observations. The support and enrichment program is designed to assist children with their literacy skills, which will then spill over into success with their other subjects.

HOME LEARNING

Home-learning is an essential component to learning as it reinforces basic concepts, extends school learning and develops necessary student work skills. Assumption School is committed to academic excellence. Parents are encouraged to provide their children with a homework area and monitor their child's work.

- The focus of homework in Division I is to develop solid literacy skills in all students. Therefore, nightly reading practice to an adult is essential for success. Other types of homework coming home may include test preparation, practice for mastery, and unfinished classroom work.
- The types of homework coming home for students in Division II may include test preparation, practice for mastery, and unfinished classroom work. Mastery of literacy skills continues to be a priority at this level, therefore; nightly home-reading remains an expectation for all students in Grades 4-6.

Parents are not teachers, generally, and we will not ask or expect you to be teaching your child complex concepts. We do ask that you encourage your child to complete their homework, and then let the classroom teacher know if they are unable to do so.

DISCIPLINE POLICY PREAMBLE

Christ the Redeemer Catholic Schools
Discipline Goal IS To Build A Caring Culture
Within Our Catholic School Community, ,
Where Students, Staff, And Parents
Encourage, Value, Support, And Feel Safe.

Christ the Redeemer Catholic Schools and Assumption School believe that Catholic values provide the foundation for promoting a safe, secure, caring school environment. We believe that the basic long-term purpose of discipline is the development of capacity for self-control leading to self-direction, leadership, and discipleship. This policy has been developed in accordance with the Code of Students Conduct as stated in the School Act and Christ the Redeemer Catholic School's Policy for Safe and Caring Schools.

Section 12 of the School Act States:

A Student's Conduct Must::

- 3.1.1 Be diligent in pursuing his/her studies.
- 3.1.2 Attend school regularly and punctually.
- 3.1.3 Cooperate fully with everyone authorized by the board to provide education programs and services.
- 3.1.4 Comply with the rules of the school.
- 3.1.5 Account to his/her teachers for his/her conduct.
- 3.1.6 Respect the rights of others.

STUDENT CODE OF CONDUCT

STUDENT BEHAVIOURS

Behaviours ranging from verbal (name calling, teasing, gossiping, manipulating, threatening, extortion, etc.), physical (pushing, kicking, defacing property, threatening, etc.), and relational (gossiping, ignoring, isolating, excluding, shunning, rolling of eyes, sighs, etc.) will be addressed. Administration and/or teachers will intervene whenever such behaviour is witnessed or reported. Depending on the intent, severity and frequency of these behaviours, escalating consequences will apply.

CONSEQUENCES AND INTERVENTIONS

Students are responsible for their behaviour and any behaviour that disrupts or distracts from the educational atmosphere of our school is unacceptable. The expectation is that students will follow reasonable rules and regulations, which are in place to benefit all the students in the school community. It is an expectation that all students behave in a manner that is courteous, respectful and in accordance with the goals of Catholic Education. When the conduct of a student is detrimental to him/herself, others or the school, or when a student refuses to comply with defined expectations, corrective measures will be taken with the expectation that parents/guardians will support school discipline procedures.

HOME AND SCHOOL COMMUNICATION

Parents who wish to discuss a matter of student conduct or discipline should

contact the child's teacher. Further inquiries should then be addressed to the Assumption Administration. If the matter cannot be resolved by Administration, the parent/guardian may contact the Superintendent.



CELL PHONES AND CAMERAS

We are asking your help in ensuring that your child does not take their digital camera to school

to take pictures of their friends. We want to ensure that photos or videos of students will not end up on the internet unknown to them or their parents. Secondly, we ask that cell phones remain turned off and in your child's backpack from the moment they step onto the bus in the morning until they get off the bus at night. All classrooms have phones and there are several at the office your child is welcome to use, with their teachers' permission

TRANSPORTATION SHUTDOWN

School bus operation may be cancelled when road or weather conditions are hazardous and constitute a safety risk to students. School closures are posted on the **CRCS website by 6:00am**

<http://www.redeemer.ab.ca/> click on the *Transportation Tab* then the *Bus Route Status Tab*. Every effort will be made to contact all parents prior to dismissing students should an early dismissal be necessary.

