

BRETON HIGH SCHOOL

STUDENT

HANDBOOK

2024-2025



BRETON HIGH SCHOOL

4707-49th Ave

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BRETON, ALBERTA

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Principal's Message

Welcome back, Cougars! We are excited for what this year will bring, and what it won't... no construction or moves as of yet!

We say goodbye to Ms. Dobson and Ms. Lorseison, and welcome Mr. Wheeler, Ms. Jaffrey, Ms. Sutherland and Mr. Carefoot to the team. Ms. Monts and myself will be joining us later in the year.

Our focus at Breton High for the 2024-2025 school year is "How do we create a culture to increase student engagement and motivation for a positive learning environment to ensure success?"

We examine this through our CRM (Collaborative Response Model) which identifies students to support in areas of academics, behaviour, attendance and social and emotional needs. We strive to produce Confident Engaged Learners

Thank you to all of our community and staff volunteers that will support our programs throughout the year. Without your volunteer passion and dedication, none of our extra-curricular programming would exist.

Ms. Gallant

BHS Mission/Vision/Motto/Values

Breton High School Mission

To develop responsible students through positive partnerships in RICHER and safe learning environments with empathetic staff; enabling all students the opportunity to achieve one's full potential.

Breton High School Vision

A sense of purpose, hope and dignity for all endeavors, opportunities, and goals.

Breton High School Motto

Creating 'RICHER' Learning Environments

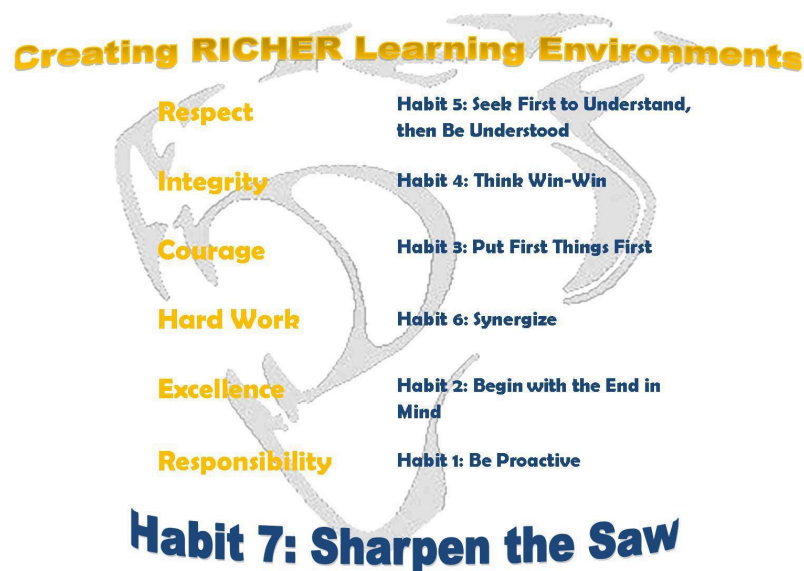
7 Habits

Breton High School is a 7 Habits School.

Breton High School Values

- Respect
- Integrity
- Courage
- Hard Work
- Excellence
- Responsibility

1. Be Proactive
2. Begin With the End in Mind
3. Put First Things First
4. Think Win Win
5. Seek First to Understand, Then Be Understood
6. Synergize
7. Sharpen the Saw



BHS Inquiry Question

How do we create a culture to increase student engagement and motivation for a positive learning environment to ensure success?

Our goal is to create Confident Engaged Learners through a number of strategies including creating 'RICHER' Learning Environments, literacy, numeracy, Collaborative Response Model, Connections, and Professional Learning.

Staff Listing

Teacher (Classroom)	Teaches	Email
Colwell, Corey	Social 9-12; PE 20/30, PE 8; Jr/Sr Sports Performance	corey.colwell@wrsd.ca
Drebert, Gerald	PE 7, 9, 10; SR Sports Performance; Career Counseling; Work Experience	gerry.drebert@wrsd.ca
Farrow, Andrew	Jr/Sr Band, Social 7	andrew.farrow@wrsd.ca
Fisher, Bonnie	Science 8-10; Chemistry/Biology 20-30; Cosmetology	bonnie.fisher@wrsd.ca
Gallant, Shannon	Not available Semester 1 Math 8/Options	shannon.gallant@wrsd.ca
Monts, Rhonda	Not available Semester 1	rhonda.monts@wrsd.ca
Murdoch, Ian	Math 8, 10-3-30-3; Science 7; Science 14, 20, 30; Jr/Sr Shop	ian.murdoch@wrsd.ca
Saluk, Julie	Student Support Facilitator	julie.saluk@wrsd.ca
Kurylo, Darla	LA 7,8, Foods 7-12; Health 7 & 9	darla.kurylo@wrsd.ca
Ruston, Dean	Math 10C, 15, 10-30-1 and 2; Science 20/30 Physics 20, 30	dean.ruston@wrsd.ca
Wheeler, Mike	Math 7, Math 9, CALM, Math 20-3	mike.wheeler@wrsd.ca
Jaffrey, Taylor	Eng 20, Eng 30, Eng 9, Health 8	taylor.jeffrey@wrsd.ca
EA	Works with	Email
Bouck, Linda	Junior and Senior High School	linda.bouck@wrsd.ca
Sutherland, Pattie	Junior and Senior High School	pattie.sutherland@wrsd.ca
Admin Support	Location	Email
Mason, Cheryl	Office	cheryl.mason@wrsd.ca
Family Wellness		
Olson-Ross, Jennifer	Family Wellness	jennifer.olsonross@wrsd.ca
Janitorial	Shift	Email
Baines, Alan	5:30am – 12:00pm	alan.baines@wrsd.ca

Timetable

2024-2025 Timetable					
Semester 1					
Day 1			Day 2		
8:30 warning bell	Jr. High	Sr. High	8:30 warning bell	Jr. High	Sr. High
Period 1 8:35 9:18	Jr. Foods - Ms. Kurylo - Foods Rm Jr. Sports - Mr. Carefoot - Gym Jr. Band - Mr. Farrow - Music Rm Jr. Shop - Mr. Murdoch - Shop <i>Ms. Fisher</i>	Math 15 - Mr. Ruston - Rm 8 ELA 20-1/20-2/20-4 - Miss Jeffery - Rm - 2 Social 30-1/30-2 - Mr. Colwell - Rm 9 <i>Mr. Drebert - CC, Mr. Wheeler - ATA</i>	Period 1 8:35 9:18	Science 7 - Mr. Murdoch - Rm 6 Science 8 - Ms. Fisher - Rm 1 Math 9 - Mr. Wheeler - Rm 7 <i>Ms. Kurylo</i>	Math 15 - Mr. Ruston - Rm 8 ELA 20-1/20-2/20-4 - Miss Jeffery - Rm - 2 Social 30-1/30-2 - Mr. Colwell - Rm 9 <i>Mr. Drebert - CC</i>
Period 2 9:18 10:00	Jr. Foods - Ms. Kurylo - Foods Rm Jr. Sports - Mr. Carefoot - Gym Jr. Band - Mr. Farrow - Music Rm Jr. Shop - Mr. Murdoch - Shop <i>Ms. Fisher</i>	Math 15 - Mr. Ruston - Rm 8 ELA 20-1/20-2/20-4 - Miss Jeffery - Rm - 2 Social 30-1/30-2 - Mr. Colwell - Rm 9 <i>Mr. Drebert - CC, Mr. Wheeler - ATA</i>	Period 2 9:18 10:00	LA 7 - Ms. Kurylo - Foods Rm Science 8 - Ms. Fisher - Rm 1 Math 9 - Mr. Wheeler - Rm 7 <i>Mr. Murdoch</i>	Math 15 - Mr. Ruston - Rm 8 ELA 20-1/20-2/20-4 - Miss Jeffery - Rm - 2 Social 30-1/30-2 - Mr. Colwell - Rm 9 <i>Mr. Drebert - CC</i>
10:00 10:05	AM Break		10:00 10:05	AM Break	
Period 3 10:05 10:47	Social 7 - Mr. Farrow - Rm 1 LA 8 - Ms. Kurylo - Foods Rm PE 9 - Mr. Drebert - Gym <i>Mr. Colwell</i>	Science 10 - Ms. Fisher - Rm NL Science 14/10-4 - Mr. Murdoch - Rm 6 Math 20-1 - Mr. Ruston - Rm 8 Math 20-2/20-3/20-4 - Mr. Wheeler - Rm 7 ELA 30-1/30-2 - Miss Jeffery - Rm 2	Period 3 10:05 10:47	LA 7 - Ms. Kurylo - Foods Rm PE 8 - Mr. Drebert - Gym Social 9 - Mr. Colwell - Rm 9	Science 10 - Ms. Fisher - Rm NL Science 14/10-4 - Mr. Murdoch - Rm 6 Math 20-1 - Mr. Ruston - Rm 8 Math 20-2/20-3/20-4 - Mr. Wheeler - Rm 7 ELA 30-1/30-2 - Miss Jeffery - Rm 2
Period 4 10:47 11:29	PE 7 - Mr. Drebert - Gym LA 8 - Ms. Kurylo - Foods Rm Social 9 - Mr. Colwell - Rm 9 <i>Mr. Farrow</i>	Science 10 - Ms. Fisher - Rm NL Science 14/10-4 - Mr. Murdoch - Rm 6 Math 20-1 - Mr. Ruston - Rm 8 Math 20-2/20-3/20-4 - Mr. Wheeler - Rm 7 ELA 30-1/30-2 - Miss Jeffery - Rm 2	Period 4 10:47 11:29	PE 7 - Mr. Drebert - Gym LA 8 - Ms. Kurylo - Foods Rm Social 9 - Mr. Colwell - Rm 9	Science 10 - Ms. Fisher - Rm NL Science 14/10-4 - Mr. Murdoch - Rm 6 Math 20-1 - Mr. Ruston - Rm 8 Math 20-2/20-3/20-4 - Mr. Wheeler - Rm 7 ELA 30-1/30-2 - Miss Jeffery - Rm 2
11:29 12:15	Lunch		11:29 12:15	Lunch	
12:09 warning bell	Science 7 - Mr. Farrow - Rm 1	Social 10-1/10-2 - Mr. Colwell - Rm 9	12:09 warning bell	Math 7 - Mr. Wheeler - Rm 7	Social 10-1/10-2 - Mr. Colwell - Rm 9
Period 5 12:15 12:57	PE 8 - Mr. Drebert - Gym LA 9 - Miss Jeffery - Rm 2 <i>Ms. Kurylo, Mr. Murdoch, Mr. Wheeler</i>	Science 20/24 - Mr. Ruston - Rm 8 Biology 20 - Ms. Fisher - NL	Period 5 12:15 12:57	Math 8 - Mr. Murdoch - Rm 1 LA 9 - Miss Jeffery - Rm 2 <i>Mr. Drebert</i>	Science 20/24 - Mr. Ruston - Rm 8 Biology 20 - Ms. Fisher - NL <i>Ms. Kurylo - Nut. Prog.</i>
Period 6 12:57 1:39	Social 7 - Mr. Farrow - Rm 1 LA 8 - Ms. Kurylo - Foods Rm Math 9 - Mr. Wheeler - Rm 7 <i>Mr. Murdoch, Miss Jeffery, Mr. Drebert</i>	Social 10-1/10-2 - Mr. Colwell - Rm 9 Science 20/24 - Mr. Ruston - Rm 8 Biology 20 - Ms. Fisher - NL	Period 6 12:57 1:39	LA 7 - Ms. Kurylo - Foods Rm Math 8 - Mr. Murdoch - Rm 1 PE 9 - Mr. Drebert - Gym <i>Miss Jeffery</i>	Social 10-1/10-2 - Mr. Colwell - Rm 9 Science 20/24 - Mr. Ruston - Rm 8 Biology 20 - Ms. Fisher - NL <i>Mr. Wheeler - ATA</i>
1:39 1:44	PM Break		1:39 1:44	PM Break	
Period 7 1:44 2:26	Math 7 - Mr. Wheeler - Rm 7 Social 8 - Mr. Colwell - Rm 9 LA 9 - Miss Jeffery - Rm 2 <i>Mr. Ruston</i>	Sr. Foods - Ms. Kurylo - Foods Rm Sr. Shop - Mr. Murdoch - Shop Sr. Cos - Ms. Fisher - Cos Rm Sr. Sports - Mr. Drebert - Gym Sr. Band - Mr. Farrow - Music Rm	Period 7 1:44 2:26	Math 7 - Mr. Wheeler - Rm 7 Social 8 - Mr. Colwell - Rm 9 LA 9 - Miss Jeffery - Rm 2	Sr. Foods - Ms. Kurylo - Foods Rm Sr. Shop - Mr. Murdoch - Shop Sr. Cos - Ms. Fisher - Cos Rm Sr. Sports - Mr. Drebert - Gym Sr. Tutorial - Mr. Ruston - Rm 8
Period 8 2:26 3:10	Math 7 - Mr. Wheeler - Rm 7 Health 8 - Miss Jeffery - Rm 2 Social 9 - Mr. Colwell - Rm 9	Sr. Foods - Ms. Kurylo - Foods Rm Sr. Shop - Mr. Murdoch - Shop Sr. Cos - Ms. Fisher - Cos Rm Sr. Sports - Mr. Drebert - Gym Sr. Band - Mr. Farrow - Music Rm	Period 8 2:26 3:10	Flex 7 - Mr. Carefoot - 7 Flex 8 - Miss Jeffery - Rm 2 Social 9 - Mr. Colwell - Rm 9	Sr. Foods - Ms. Kurylo - Foods Rm Sr. Shop - Mr. Murdoch - Shop Sr. Cos - Ms. Fisher - Cos Rm Sr. Sports - Mr. Drebert - Gym Sr. Tutorial - Mr. Ruston - Rm 8
3:16 buses depart	<i>Mr. Ruston</i>		3:16 buses depart	<i>Mr. Wheeler - ATA</i>	



2024 - 2025 SCHOOL YEAR CALENDAR

Drayton Valley and Breton Schools

August 27-30	Operational Day - Staff Only
September 2	Labour Day - No School
September 3/4	First Day of Classes (Staggered Start)
September 20	Non-Instructional Day - Staff Only
September 30	National Day for Truth & Reconciliation - Students & Staff Attend
October 11	Non-Instructional Day - Staff Only
October 14	Thanksgiving Day
October 25	Non-Instructional Day / Christian Teachers Convention - Staff Only
November 1	Non-Instructional Day - Staff Only
November 11	Remembrance Day
November 29	Non-Instructional Day - Staff Only
December 23 - January 3	Christmas Break
January 6	Classes Resume
January 28	Semester 2 Begins
February 3/4	No School for Staff & Students
February 5	Non-Instructional Day - Staff Only
February 6/7	Teachers Convention - No School
February 17	Family Day
March 7	Non-Instructional Day - Staff Only
March 24-28	Spring Break
April 17	Non-Instructional Day - Staff Only
April 18	Good Friday
April 21	Easter Monday
May 16	Non-Instructional Day - Staff Only
May 19	Victoria Day
June 6	Non-Instructional Day - Staff Only
June 25	Last Day for Students
June 26	Non-Instructional Day - Staff Only

	Teachers	Students
Sem. 1	97	88
Sem. 2	97	89
Total	194	177

August/September 2024						
Su	M	Tu	W	Th	F	Sa
25	26	27	28	29	30	31
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	T-24		S-19		

October 2024						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
		T-22		S-20		

November 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
		T-20		S-18		

December 2024						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
		T-15		S-15		

January 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
		T-20		S-20		

February 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
		T-17		S-14		

March 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	T-16		S-15		

April 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
		T-20		S-19		

May 2025						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
		T-21		S-20		

June 2025						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
		T-19		S-17		

First day of school (Staggered start - check with your school for details)
 No school for all students

Report Card Semester 1 (S1)	Diploma Course Marks Due in Office 30 January 2025 Senior High Course Marks Due in Office 31 January 2025 Junior High Course Marks due in office 30 January 2025
Exams Semester 1	Last Day of Senior High Classes 17 January 2025 Senior High Exam Schedule , 20-24 January 2025
Report Card Semester 2 (S2, Y1)	Diploma/Non-Exam Course Marks Due in Office 23 June 2025 Exam Course Marks due in Office 48 hours after exam
Exams Semester 2	Last Day of Senior High Classes 13 June 2025 Senior High Schedule 11, 12, 16-20, 23-25 June 2024
Provincial Achievement Tests	Will be sent in school newsletter and social media when dates are announced
Parent/Teacher Interviews	November TBD and April TBD
Awards Ceremony	June 2025
Graduation Ceremony:	TBD

100 General Information

101 Accidents

In the case of an accident or injury, it must be reported to the office immediately. For all accidents and injuries, an accident report is filed and maintained in the office.

102 Changes to Registration Data

In the event that a student's personal or contact information be changed, we request that the parents call the office to ensure up-to-date information is in the office for emergency purposes.

103 Fire Drills and School Lockdown

In the case of emergencies, we prepare students by practicing fire drills and lockdown procedures. There will be multiple practices throughout the school year (approximately 5). In the case of fire, students are required to quickly and quietly exit the school via the closest emergency exit. Each classroom has fire procedures located on the door for information. During school lockdown situations, students are to find the closest classroom to hide from sight. Teachers will explain all fire and lockdown procedures for their classroom at the beginning of the school year. Students should not be sending out electronic information regarding lockdowns or fire drills, as it may create panic. If there are ever concerns that parents need to be notified of, messages will come from the school call-out system. Parents are advised to remain away from the school property during fire drills, lockdowns and other emergencies until the school/emergency responders have advised that it is safe to do so. Due to confidentiality and occupational health and safety, the school will only release information to parents in cases of emergencies and when parents require information.

104 Food Policy

There is a designated area in the foyer, learning commons and designated classrooms where all students are allowed to eat their lunches. Food and drink privileges during class time in classrooms are at the discretion of the teacher. Energy drinks are not permitted in the classroom during class-time. Teachers will confiscate all energy drinks (Red Bull, Monster, etc) and keep them at their desk or in the office until the end of the school day, when students leave for the day. All remaining unretrieved drinks will be disposed of at 4:00pm when the office closes. Wild Rose School Division has a nutritional policy that encourages students to elect to eat food from the 'choose most often' and 'choose sometimes' categories in the Food Guide. All fundraisers organized by Breton High School and its affiliates will include food from these two categories. For more information, see the Wild Rose School Division Policy.

105 Inclement Weather

Busses/Classes may be cancelled under the following conditions:

1. Dangerous weather conditions, both existing and predicted.
2. Dangerous driving conditions.

3. Any emergency condition that would make the operation of the school difficult or dangerous.
4. Inability of teaching personnel to report for duty.

In any event such notice will be well publicized over several radio stations as follows after 6:30 a.m.: CFCW (790); CIBW - FM (92.9); CKRD (700); CKGY (1170); Big West Country (92.9 FM) as well as on the website at <http://wrsd.ca/transportation> and BH Facebook page. You can download the WRSD Transportation Application onto your cell phone (see the website for more details).

In the case of inclement weather, while classes may be cancelled, the school will remain open for students, parents and visitors. Students will report to classes as normal, should they choose to come to school.

106 Lockers (School and Gymnasium)

Lockers are assigned to all students. Locks will be placed on the lockers and the combinations will be available in the office. If lockers and/or locks are found to be switched, those lockers and locks may be confiscated. The student will then be expected to pay the replacement cost before being assigned another locker. Locks other than school-supplied locks may be used by students provided the combination or a key is left with the administrative assistant. The school board owns the lockers utilized by students, therefore, a general inspection of lockers may be carried out in order to determine cleanliness, the need for repair or to provide textbooks in case of illness. The inspection does not require prior notice. Inspections for contraband deemed as such by the school and not otherwise be legal to possess will be confiscated. Such materials may include, for example, magazines or pictures featuring nudity, "weapons" of all kinds, and any other material not appropriate for school. Contraband that is illegal to possess will result in RCMP involvement. If locks are not useable for the next academic year, the student will be charged a replacement cost.

107 Lost, Stolen, Misplaced Items

Breton High School is not held responsible for lost, stolen, misplaced, damaged or abused items. It is the responsibility of each student to look after their personal items and items loaned to them from the school for the purpose of education. School lockers and locks are provided for the purpose of securing student items; please use your lockers/locks as this ensures the safety of personal items. If school items are abused, lost, or stolen, the student and his or her parents are liable for restitution (Section 11 of the School Act). Unclaimed property is turned in to various locations: valuable items can be claimed in the office upon identification; all other items can be located in the "lost and found bins" in the front foyer or gymnasium. Unclaimed articles of clothing, e.g. footwear, jackets, etc. are disposed of at the end of the school term. Please make sure you claim your winter boots, gym shoes, gym uniforms, etc. before the school term ends.

We recommend that students keep all personal belongings of value at home to ensure their safety; there are no guarantees that things will remain safe while at school.

108 Medical Conditions

Please report all medical conditions to school administration (with the exception of mental health issues). All information will be maintained with the strictest confidentiality. Any specific instructions/supplies to assist students may be maintained in the office or classrooms. Dispensing of medical supplies/prescriptions will be dealt with on a case by case basis and utilizing WRSD policies and procedures.

109 Office Hours

The Office is open from 8:15 am until 3:30 pm on days that the school is open, including days of inclement weather and some professional learning days. The administrative assistant is unavailable from 12:30 pm until 1:15pm at which time the office has other staff covering. Teachers are at school from 8:25 am until 3:20 pm. In many cases teachers are at the school beyond these hours, but for assurance of contact, please contact the office to confirm a teacher's presence at the school. Teachers are willing to meet beyond scheduled times, as long as arrangements are made directly with the teacher. The principal is at the school from 8:25 am until 3:20 pm regularly. Based on daily activities, the principal may not be available and it is encouraged that parents contact the school to book appointments. Considerable time beyond the regular school hours is available to meet with the principal should arrangements be made.

110 Parking and Student Vehicles

Parking is provided for students in the west parking lot facing the hospital grounds. Students are not to park in the visitors parking stalls on either side of the median opposite the main entrance. Parking must consider the movement of school buses. If students have parked in a manner to obstruct the movement of buses, they will be asked to move. Any stunting or dangerous behavior in the parking lot will result in the student losing the privilege of parking on Breton High School property. There will be no fee for parking. There is no parking permitted in fire lines or at the community hall; violators will be ticketed and towed. At the end of the school day, vehicles are not permitted to leave their parking stalls until after all buses have departed. This is a bus-loading safety issue. Any person who must leave the school in a personal vehicle prior to the departure of school buses must park on the street.

111 Physical Disabilities

It is urged that parents or a physician provide the school with a written statement concerning the disability of a student, whether the disability is temporary or permanent. Where exemption from courses or kinds of activities within courses is recommended or required for medical reasons, a statement from the doctor is required for documentation purposes. These letters must be kept on-file in the office, not with individual teachers.

112 School Day

Breton High School has a rotating two-day cycle. All Mondays and Wednesdays are Day I. All Tuesdays and Thursdays are Day II. Fridays when students are in attendance at school will alternate.

113 School Fees

BHS School Fee Schedule

Curricular Enhancement Fees

Jr. High CTS \$ 40.00 per semester
(Art, Foods, Outdoor Ed, Shop, Sports Performance, Music, Computers)

Sr. High CTS \$ 80.00 per semester
(Art, Cosmetology, Foods, Sports Performance, Construction, Welding, Mechanics, Fabrication, Oil and Gas, Music)

Green Certificate 2018-2019 Covered Alberta Government
(\$ 500.00 for program)
(money to be reimbursed upon course completion, non completion results in no reimbursement)

Extracurricular Supplemental Fees (subject to change based on tournament/game schedules)

Sr. Football Team Fees \$ 500.00

Jr. Football Team Fees \$ 250.00

Sr. Boys Basketball Team Fees Approx \$ 400.00

Sr. Girls Basketball Team Fees \$ 405.00 (amount incurred by the end of season)

Varsity Boys Basketball Team Fees \$ 310.00 (amount incurred by the end of season)

Jr. Boys Basketball Team Fees Approx \$150.00

Jr. Girls Basketball Team Fees Approx \$150.00

Sr. Girls Volleyball Team Fees \$ 195.00

Jr. Girls Volleyball Team Fees \$ 110.00

Sr. Badminton Team Fees \$ 85.00

Jr. Badminton Team Fees \$ 35.00

Sr. Track and Field Team Fees	\$ 75.00 (Sr)
Jr. Track and Field Team Fees	\$ 60.00 (Jr)
Cross Country Running	\$ 110.00
Drama Club	\$ 50.00 per semester

Supplemental Fees

ASAA Fees	\$ 7.00
Student Union/Leadership Fees	\$ 10.00
Yearbook Fee	\$ 35.00
Dual Credit Materials Costs	cost recovery based on College charges
Field Trips	cost recovery (as scheduled)
Library Book Repair/Replacement Costs	\$2.00-\$20.00
School Textbook/Chromebook Repair/Replacement Costs	\$5.00-\$350.00 (cost recovery)
Cosmetology Scissors	cost recovery (based on student selection)

*Team fees are cost recovery, which is based on number of students involved, number of games and tournaments and distance expected to travel. Team supervisors are to submit a proposal with all fees outlined prior to the season. Any amount of \$10 or more per player remaining at the end of the season will result in a refund to the player in the form of a cheque.

**Field trips are based on cost recovery.

Students with unpaid school fees will not be permitted to participate in extracurricular events, such as school teams, clubs and field trips. Parents must either pay the fees in their entirety at the beginning of the school year, or contact the school administration to set up a payment schedule in order for their child to participate in extracurricular events. Fee waivers must be discussed with the principal.

Students must have current permission forms and all curricular/extracurricular fees paid in full prior to participation in order to be eligible to participate in curricular/extracurricular events. Please contact the school administration to set up a payment schedule for extracurricular fees if this is required.

114 Sign-out Policy

The sign-out book is located in the office. Students will not sign themselves out unless the school receives a phone call or email from the parent, or the parent comes directly into the school and signs the student out. Students who do not sign out at the office will be recorded as having an unexcused absence. Students are required to sign out during class time to ensure that we are aware of who is and is not in the building for emergency purposes.

115 Student Photographs

Student yearbook photos are taken by Lifetouch. Various packages may be purchased once school photos are taken. Class photos will also be taken. All team and extracurricular photos will be taken during the season by the school's photography students, coaches/staff reps. Graduation photos are taken during the Spring. There is a sitting fee which the graduation class is responsible for paying.

116 Telephone

Office/classroom phones are for school business only. A student phone is in the office and in the Library Learning Commons; keep it short as a courtesy to others. Parents are requested to contact the office to make contact with their student during school hours, given that students are not permitted cellphones in class.

117 Textbooks

All school textbooks are issued by the School Librarian. These books will be checked out to individual students using a barcode reader system. Each student is expected to put his/her name in each book issued to him or her. Textbooks issued to the student must be returned in reasonable condition to the librarian. If you turn in someone else's textbook you will still be liable for the textbook issued to you. BE CAREFUL!!! You are responsible for the texts issued to you. If textbooks are turned in damaged or abused, or not turned in, you will pay for the book. Textbooks are very expensive. If textbooks or distance education courses are left in classrooms, hallways or boot rooms, these items will be returned to the Learning Commons and Office.

118 Visitors

Visitors are required to report to the office immediately upon entering the school. School property is private property. Only students, school staff, and those otherwise on school property by invitation are entitled to be there. This is for the protection of students under the charge of the teachers. Further, any student suspended, expelled, or no longer attending the school have no right to be on school property, unless found there by invitation. Such persons may be removed from school property under the provisions of the Petty Trespass Act or Section 21 of the School Act. All visitors will be required to sign in and visibly wear our WRSD visitor tag.

119 Chromebooks

Chromebooks are encouraged for the school year and are available for students by paying a \$100 damage deposit. Chromebooks are also available for use in the classroom however, they stay in the assigned classrooms and cannot be signed out. Learning commons will sign out a day use chromebook but must be returned at the end of day.

Chromebooks will be treated like textbooks, and are a student's responsibility. Any damage to the chromebook becomes the responsibility of the student/parent and the damage deposit will be used.

Our Learning Common Facilitator will document all situations/causes for damage to chromebooks and based on their investigations, will determine how repair/replacement costs will be allocated. Students bringing damaged chromebooks to the learning commons will be required to answer questions for documentation as part of the investigation, and a decision will be made based on the information provided by students. The damage deposit will be used once the repair bill has been received at the school. There are numerous circumstances that occur with how chromebooks get damaged, and so all determinations will be made on a case by case basis. However, to provide a basic understanding of how the process works, some examples include:

- If a borrower drops their chromebook, the borrower will be allocated the repair/replacement costs.
- If someone else is using a borrower's chromebook, the other user will be allocated the repair/replacement costs.
- If two students are inappropriately treating chromebooks, both users will be allocated the repair/replacement costs.

Please note that the repair costs, in most cases, will be based on physical damage of chromebooks. Software updates and operating system errors, under normal circumstances, do not incur charges. The only time a borrower will be charged for repairs is if a bill is received by the school for the repairs.

120 Transition to BHS

Each May/June, BHS hosts various transition activities to welcome the grade 6 students to their future school. Transition activities include school tours, classroom visits, conversations, parent meetings and other activities as required. Should any new students/parents have questions, please do not hesitate to contact the school at any time.

Students may register for enrollment at BHS at any time, however students registering mid semester (Sr. High) will need to be approved after some consideration.

200 Student Expectations

201 Bullying

Each student of Breton High School has the right to feel safe and appreciated within the school. Therefore, bullying of any form will not be allowed. If a student is bullying he/she will follow through the discipline process of 1) warning and involvement with Family Wellness Worker; 2) suspension and remediation with students involved 3) suspension, further remediation and parent meeting; and 4) placement on home-school program with continued counselling and remediation.

Please remember that there are various categories for student behaviour including peer conflict, mean behaviour and bullying.

202 Code of Conduct

In accordance with the Province of Alberta School Act, Section 12, where a student is expected to conduct himself or herself so as to reasonably comply with the following code of conduct:

1. Be diligent in pursuing his studies.
2. Attend school regularly and punctually.
3. Cooperate fully with everyone authorized by the board to provide education programs and other services.
4. Comply with the rules of the school.
5. Account to his teachers for his conduct.
6. Respect the rights of others.

When a student's conduct falls outside this Code of Conduct, the school, in collaboration with the parents/guardians, has the opportunity and responsibility to work with the student to improve his behavior and assist him in development of those characteristics conducive to learning. The process is directed by the school discipline policy.

203 Discipline Policy

The school rules simply fall under the guidelines of Respect Yourself; Respect Others; Respect School Property; Respect Community. Some examples of consequences for breach of these expectations are found below.

Grades 7-9 Suggested Consequence Guidelines

Incident	Classroom Consequences	Office Consequences
<p>Minor Incidents Not listening to teacher Not completing necessary task/work. Rude/Disrespectful Behaviour (also includes inappropriate behaviour and/or language) Teasing/Playfighting Inappropriate Language/Swearing (to include swearing, aggressive language, inappropriate name-calling) Wandering Students Stealing and Vandalism Outdoor shoes not being removed.</p>	<p>1. Verbal Warning 2. Logical Consequences (teacher decides) and Teacher contacts home should they wish. 3. Logical Consequence and Teacher contacts home. 4. Referral to Office for Step 4</p>	<p>4. Logical Consequence and Phone Call Home (i.e. lunch detention, loss of student privilege/preferences, suggestions from teacher) 5. In-school Placement in another classroom/office. 6. Out of school suspension, mandatory meeting with parent. A plan will be set with how to deal with future incidents. 7. Placement on BMP and consequence determined at previous incident meeting).</p>
<p>Major Incidents Physical Assault of Teachers or Students Verbal Abuse of Teachers or Students Defiance of Teachers</p>		<p>1. Up to 3 day Suspension, required parent meeting (circumstances and severity considered) 2. Up to 5 day Suspension, required parent meeting, behavior modification plan (circumstances and severity considered) 3. Requirements as per behavior modification plan and/or procedures for expulsion implemented (circumstances and severity considered)</p>

Grades 10-12 Suggested Consequence Guidelines

Incident	Classroom Consequences	Office Consequences
<p>Minor Incidents: Not listening to teacher Not completing necessary task/work. Rude/Disrespectful Behaviour (also includes inappropriate behaviour and/or language) Teasing/Playfighting</p>	<p>1. Verbal Warning 2. Logical Consequences (teacher decides). 3. Logical Consequence and Teacher contacts home. 4. Referral to Office for Step 4</p>	<p>4. Logical Consequence and Phone Call Home (i.e. lunch detention, loss of student privilege/preferences) 5. In-school Placement in another classroom/office. 6. Out of school suspension, mandatory meeting with parent. A plan</p>

Inappropriate Language/Swearing (to include swearing, aggressive language, inappropriate name-calling) Wandering Students Stealing and Vandalism Outdoor shoes not being removed.		will be set with how to deal with future incidents. 7. Placement on BMP and consequence determined at previous incident meeting).
Major Incidents Physical Assault of Teachers or Students Verbal Abuse of Teachers or Students Defiance of Teachers		1. Up to 3 day Suspension, required parent meeting (circumstances and severity considered) 2. Up to 5 day Suspension, required parent meeting, behavior modification plan (circumstances and severity considered) 3. Requirements as per behavior modification plan and/or procedures for expulsion implemented (circumstances and severity considered)

** Discretion will be used with all situations. Specific details of incidents will determine whether alternative consequences will be necessary.

205 Dress Code

Breton High School is a professional learning and working environment, and the dress code is reflective of this fact. Much like employees follow expected dress codes on the job site, students will follow expected dress codes at school for the same reasons.

The Breton High School dress code was developed a number of years ago by the Students' Union. Appropriate Attire for All Students:

1. Straps for shirts must cover undergarments.
2. Chest, navels and mid-riff must be covered.
3. Cleavage must be covered.
6. Pants/Shorts must be pulled up so that undergarments are not exposed.
7. Images/words on tops/bottoms must be appropriate for a professional learning environment.

Any students not following these procedures will be required to change their clothing or will be sent home. This policy shall be applicable to all school events, including regular school time, extra-curricular activities, school dances, field trips, etc.

This dress code has been approved by previous BHS School Council (Parent/Guardian Advisory) and will be addressed each school year.

206 Physical Education and Sports Extracurricular Dress Code

In the spirit of maintaining the school dress code and the promotion of RICHER learning environments, all students participating in physical education classes and extracurricular sports will adhere to the following dress code in addition to our dress code above.

1. Running shoes must be non-marking and athletic. Skateboard sneakers are not considered athletic shoes.
2. Sports team uniforms may reflect ASAA policy in their design. Coaches who are purchasing uniforms must consult with the BHS Athletic Director prior to purchasing new uniforms.

207 Electronic Devices

Our focus at Wild Rose School Division is to provide powerful learning environments that focus on both the learning and well-being of all our students. We recognize that minimizing distractions is crucial for achieving these goals and we support measures that contribute to the learning and well-being of our students. However, we also realize that this may be a big change for some of our students and that we will need to demonstrate some grace and understanding as we help students transition to these new procedures.

In the meantime, here is what students, staff and parents can expect for the start of the 2024-25 school year regarding the use of Personal Mobile Devices:

- Students may not use personal mobile devices during instructional time. This includes personal cell phones, laptops and smartwatches.
- If students bring a personal mobile device to school, it must be stored out of view and on silent mode during class time. The storage location could be at the front of the classroom, student lockers, student backpacks or some other location. The school will communicate details to students and parents regarding the location.
- Social media sites like snapchat and facebook will be disabled on the school's network. A more detailed list of social media sites will be developed in the coming weeks.
 - Students with specific medical needs or special learning needs will be able to use personal mobile devices only for their specific medical or learning needs. Principals will determine specific medical or learning needs exemptions.
- Principals can make exceptions for the use of personal laptops, for educational purposes. However, students may not connect their laptop with their phones to access social media and other distractions during class time.
- Student infractions regarding personal mobile devices will result in the same progressive consequences that are being used at the school for all other rule infractions.

Chromebooks can only be used within classrooms as permitted by staff as well. Just because you have signed out a Chromebook from the Learning Commons does not mean that you have permission to use that Chromebook during class-time. Chromebook use is at the discretion of the teacher. If students have personal laptops or other electronic devices, arrangements about usage must be determined with staff. Some students at BHS may have accommodations to use devices in their classrooms to support learning. This usage will be monitored and used only as directed within IPPs and modification requirements. Staff will monitor the effectiveness of this usage and discuss issues with the SSF.

208 BHS Photograph/Recording Policy

Taking photographs, films, audiotapes, digital images and recordings of an individual at school is the collection of personal information and must comply with the Freedom of Information and Protection of Privacy Act and other applicable privacy laws.

The purpose of this policy is to permit photographs and other recordings of BHS students and student work as part of, or as a supplement to, the educational program, while ensuring that the personal privacy of students, teachers and other staff members is respected.

Any recordings taken at a school must be carried out with minimal disruption to the educational process.

According to FOIPP, classrooms are not considered public places. Schools control who has access to school property and to students. When students are at school, school staff act in the place of parents to protect students. Any photographs/recordings taken must be with permission of school staff.

School staff may take photographs/recordings of students for use within the school. Schools do not need to get parental consent for these photographs/recordings. This is part of the general notice that certain personal information is collected for the purpose of providing educational programs. These photographs/recordings are not permitted to be utilized outside the scope of the school, and cannot be released publicly unless consent is provided by all parties included in the photograph/recording.

Anyone attending a public event at a school may take photographs/recordings as long as they comply with the direction of the school staff and school rules.

Students must obtain the consent of all people who are being photographed/recorded prior to taking any photograph/recording. If permission is not granted, the student shall not take the

photograph/recording. Once permission for the photograph/recording is granted, the owner of the photograph/recording is the person who will determine whether the photograph/recording may be released to others. Once released, there is no ability to guarantee privacy. If one is concerned about how a photograph/recording will be used in the future, do not consent to it being taken.

Any photographs/recordings taken by students must be with permission of school staff so as to ensure there is no disruption to educational programming; this consent must be received prior to taking the photograph/recording.

Students and staff will be expected to adhere to the above policy. Consequences may be invoked by school staff upon those who do not adhere to this policy.

209 Fighting/Harassment

Fighting in any form, during school hours, on school property and/or during any school-sponsored activity will meet with immediate suspension and if warranted, expulsion will be recommended based on incident or where a history of violence has been established. If a student is found to be an instigator or the direct cause of fighting between others by their behavior or communication, the same penalties will be applied. Consequences are also given to bystanders who record such

210 Illegal Substances

Provincial law prohibits consumption and/or possession of tobacco products by any person under the age of eighteen. Smoking is, therefore, not permitted in school or on school grounds at any time or under any circumstances. Vapes have the same parameters placed as cigarettes.

Illegal or legal drugs and/or alcohol found externally or internally on any student during school or at any related school activity will mean immediate suspension from school and all school activities. If warranted, a recommendation of expulsion may be forwarded to the District office and charges may also be laid under the Criminal Code.

Furthermore, Board policy forbids smoking and/or vaping, the use of legal and/or illegal drugs, the consumption of alcohol in school buildings or on school property. Staff, students and parents will be treated appropriately if found participating in such behaviours on school property. Any person under the influence of any drug or alcohol while on school property will be immediately reported to the RCMP.

Please note that any student caught vaping for a 2nd time will be referred to our SRO (RCMP Member) and the fine is \$320.

211 Illness at School

Any student who becomes ill should inform their classroom teacher, who will then take the student to the office. The staff will not issue any medication to students unless parameters established under school division policy are invoked.

212 Order and Safety

All staff and students are expected to behave in a manner that is safe for all. Behaviour must be appropriate and ensure the safety of themselves and others at all times. There is a high expectation for all students to consistently display attributes of being 'RICHER' students, specifically for the smooth and effective running of our school. Defiance of a reasonable request is not acceptable.

213 Public Displays of Affection

Inappropriate touching or physical contact between students will not be tolerated. Breton High School is a professional learning environment and such displays are unacceptable. Students will be requested to correct their behavior and should frequent incidents occur, administration and parents will assist in the correction of this behavior.

214 Respect for School Property

Defacing any school property will not be tolerated. Students guilty of defacing school property will be required to restore that property to its original condition or pay to have it restored or replaced. Please use the numerous garbage cans available instead of littering. Recycling is available.

215 School Bus Rules

Students riding on the bus must remember that they are responsible for their conduct to the bus operator and through him/her to the principal of the school. Violation of any of these rules may lead to the loss of riding privileges or suspension from school or both. The policies described are established by the Wild Rose School Division #66. Buses are considered to be extensions of the classroom. The bus driver is considered to be in the same relative position to the student as the classroom teacher. Under no circumstance should any driver drop a student off other than at home or school, unless written, dated and signed authorization has been granted by the parent or guardian.

1. The operator is in full charge of the bus and his/her directions must be obeyed.
2. The Operator will report any misconduct to the student transportation supervisor and the principal of the school concerned.
3. The operator may assign specific seats to students at any time.
4. While the bus is in motion, students must not extend any part of the body out of windows, try to get on or off the bus, or move about within it.

5. No person may consume food or beverage on the bus unless permission is granted by the operator.
6. Students must not throw paper or other waste materials on the floor or out of the windows of the bus.
7. Students must conduct themselves in a quiet and courteous manner showing consideration of the comfort and safety of others while boarding, riding or alighting from the bus.
8. Scuffling, fighting, smoking, and use of obscene language on the bus is prohibited.
9. Students must not distract the bus operator with portable radios or unnecessarily loud conversation. Headphones for Walkman's and other electronic devices have been banned while riding the bus as directed by the board.
10. Absolute silence must be maintained when bus stops at railroad crossings.
11. Students causing willful damage to the bus will be held fully accountable.
12. When leaving the bus students must observe the instruction of the bus operator. They should not cross the road until signaled to do so by the operator.

Note: These regulations are based on the Highway Traffic Act and the School Act and are legally enforceable. Students found in violation of any of these rules may be suspended from riding the bus for a specified period of time or permanently.

Students that skip school during the day and arrive back at school to obtain transportation home will be brought to administration and may lose privileges of riding the bus.

216 Shoe Policy/Student Entrances

Students are expected to remove dirty or outside shoes at the student entrances. Students are required to have an alternate pair of shoes for gym class. Student entrances are the gymnasium doors and the doors by the bus route. These doors will be open in the mornings and during the lunch break. Students are expected to use student doors during these times. During class time, only the main entrance is open, and so students are permitted to use the front doors during class time only.

300 Academic Programming

301 Alternative Education Programs

There are a variety of avenues for alternative education programs at Breton High School. Alberta Distance Learning and Independent Studies of regular programming are permitted with direction and approval from the Principal. Students looking for Outreach Programming will be able to enroll at Drayton Valley Community Outreach and may contact the Principal for assistance. Junior High students at BHS are not permitted to enroll in distance learning courses; all junior high students are assigned a course, classroom and teacher for supervision purposes.

302 Attendance/Absences/Lates

The attendance policy of Breton High School is based upon the premise that for students to be successful in learning, they must be in school. In order to practice being 'RICHER' students, everyone must be in attendance for each class. Absenteeism will be dealt with on a case by case basis. Parents are requested to contact the school should a student be required to be absent from school in order for absences to be excused.

Students are expected to be to class on time and prepared. Students are required to be on class on-time and are responsible for all assignments that are required during class-time. Students who are frequently late will be dealt with accordingly.

The teacher will deal with attendance/absences/lates.

Attendance Parameters

15 Classes Absent (unexcused) - Junior High - Teacher Contact

25 Classes Absent (unexcused) - Junior High - Principal Involvement

35 Classes Absent (unexcused) - Junior High - Attendance Board Involvement

10 Classes (20 Periods) Absent - Senior High - Teacher Contact

15 Classes (30 Periods) Absent - Senior High - Principal Involvement (Attendance Contract)

Additional 5 Classes (10 Periods) Unexcused Absences - Senior High - Removal from Course

303 Course Changes and Withdrawals

Dropping a course is discouraged at any time and is considered an extreme measure. Junior High Students cannot drop a course. If course changes are required on a student timetable, these changes must be in place by September 19th or February 15th of the school year. This process will be the responsibility of the school career counsellor and the principal. Any course changes past these dates must have administrative approval and will be decided according to the following points:

- Students withdrawing from courses prior to November 14th or April 17th will be required, with Administrative approval, to register in an alternate course or Distance Learning/Online.
- Students withdrawing from these courses after November 14th or April 17th (50% of the course) will be awarded a school report mark based on their academic performance in the class from which they withdrew.
- Students must meet with Administration regarding withdrawing from a course. Administration will give the student a form (if approved for withdrawal) which must be signed by the student, parent, and teacher. All books must be returned to the Learning Commons. The form is then turned into the School Office.

304 Course Expectations/Minimum Credit Load

Students in grades 7 to 11 are not permitted to have spares. Students enrolled both semesters in grade 12 are required to complete 30 credits. Students enrolled in one semester in grade 12 are required to complete 15 credits. Blended, flexible and independent learning is not considered having a spare. All students must be working on assigned work in various locations at this time. Students are considered to be enrolled in a course during this time. Grade 11 students who are enrolled in a Grade 12 Diploma Examination course may apply for an exclusion to this policy.

305 Homework

Some students assume that if nothing specifically is assigned for homework, there is no homework to do. Whether or not homework is assigned, each of the areas below should be part of a student's regular homework. These make for excellent study habits throughout a student's high school years.

1. Completion of work not finished in class.
2. Completion of daily assignments.
3. Completion of long-term assignments, which should be worked on at regular intervals.
4. Each day's work should be reviewed daily.
5. Study for exams and tests daily.
6. Reading for at least 30-45 minutes daily.

306 Learning Commons

The Learning Commons is a focal part of the school environment. Through an open and friendly atmosphere, we encourage active participation in Learning Commons use by teachers and students. Both curricular and non-curricular related materials are made available, in print and non-print media. Parents are also invited to make use of our Learning Commons.

Our Learning Commons contains approximately 6,000 books and new orders arrive on a regular basis, keeping our collection up to date. Also included in the collection are electronic vertical files, pamphlets, periodicals, games and various other media materials.

The Learning Commons will be closed on the last Monday of June of each year in order to allow for inventory. All books must be returned by this date. Graduates must have all books returned prior to convocation ceremonies. Students and parents will be contacted on the last Monday of June of each year to be notified of any outstanding books (we acknowledge that students are not required to return textbooks until after their exam, so this reminder may come prior to exam completion).

Students and staff are asked to be respectful of all patrons and to keep noise levels at a reasonable volume. Profanity will not be tolerated. Mobile phones, computers and devices should be muted as a sign of respect to fellow patrons who may be studying. Eating and drinking are

permitted in the Learning Commons; however, this is a privilege so remember to clean up after yourself.

Every June the librarian prints a confirmation sheet for each student showing which items are checked out to them. This gives the student an opportunity to gather the materials together and make sure that none of his/her textbooks have been mixed up with another student's. Textbooks should be handed in on the day that the final exam for each course is written.

Students who have not returned all their books by report card day will receive an invoice in their report card to cover replacement costs for the lost item. If the items are found over the summer the invoice will be cancelled.

400 Assessment and Evaluation

401 Assessment and Evaluation

Teachers will provide students with a course outline which explains learning outcomes, evaluation procedures, evaluation weightings, and final examination requirements. Assessment and evaluation is an ongoing process of determining a student's ability to meet the required learning outcomes. Report cards will be completed at the end of each semester and can be found on PowerSchool. If you would like a copy printed please call our office.

402 Course Challenge

Students in high school may challenge any course offered by Alberta Learning. The course challenge process is for a high school student who believes that s/he possesses and can demonstrate the knowledge, skills, and attitudes for a high school course as specified in the Program of Studies.

For diploma examination courses, this applies only to the school-awarded mark component. A student who successfully completes a course challenge of the school-awarded mark component of a diploma examination course must write the diploma examination in order to be eligible for a final course mark and credit in that course.

Course challenges shall be administered by the senior high school according to the following guidelines:

1. Only full courses or CTS modules may be challenged for credit.
2. Students who successfully challenge a course will be granted full credit for that course or module.
3. The student must in writing explain the reason for the challenge.
4. The student will be required to provide some prior evidence of ability to be successful in a related area of study.

5. Students must provide evidence of how/when the program of studies outcomes have been covered.
6. Opportunities for the challenge will be entertained in September and February only.
7. Students will demonstrate that they have mastered the required expected learning outcomes.
8. A variety of assessment procedures should be considered combined with written submissions or other demonstrations of learning.
9. The evaluation of whether a student had been successful in the challenge process will be based on the judgment of the subject or specialist teacher.

403 Examination Exemptions

Teachers may provide junior high students exam exemptions at the teacher's discretion:

1. A final grade in the course which exceeds the teacher's required percentage;
2. All major assignments are submitted.

Should a senior high student have five or fewer missed classes for non-school reasons, in all subjects, they may be exempt from writing one school final exam for the semester, at the teacher's discretion and with parent approval. The following terms must be met:

1. The student completed the entire semester at Breton High School;
2. All assignments for the course of exam exemption have been submitted;
3. The final grade for the course of exam exemption is a passing grade;
4. The student is registered full-time.

404 Final Examinations

All students are required to write final examinations in senior high school. School final exams will be worth no more than 20% of the final mark in junior high and 30% in senior high. The only students who will be excused from writing final examinations are students with a certified medical note explaining the need for an exam exemption, an immediate death in the family, or exam exemptions provided through an IPP (which is determined at the beginning of the semester with approval from the SSF and Principal). Any student who misses a final examination must discuss with the teacher and administration a course of action for final grading purposes.

405 Final Marks

Final course marks will be rounded to 50.0% should the student achieve 48.0% or higher as a course mark. This follows the practice of Alberta Education.

406 Overdue Assignments

Tests, assignments, and quizzes missed for personal reasons (employment, vacation, truancy, refusal to submit assignment on-time, etc) are considered unexcused. It is at the discretion of the teacher whether these assignments can be rescheduled.

WRSD permits zero grades. There are two new codes that students/parents may see in PowerSchool. NHI means 'not handed in', and a student is currently receiving a 0%, but the student may still submit that assignment. Drop Dead dates will be assigned for these NHI assignments. Once the drop dead date has passed, and the student has still not submitted the assignment, the NHI code will change to CNA (Chose Not to Attempt). Once a CNA code has been assigned in PowerSchool, students will receive 0% as a final mark on their missing assignment.

Ultimately, it is the student's responsibility to ensure that they have submitted the assignment on time. Students will need to keep up to date with their assignments and check PowerSchool to ensure that their assignments have been submitted. It is a teacher's responsibility to contact parents when teachers are concerned about a student's overall performance. Missing an individual assignment is a student's responsibility. Parents will receive contact from teachers once students have accumulated a number of CNA assignments, and teachers are concerned about student performance. BHS is using PowerSchool; it is updated regularly, therefore has the most recent data about a student's academic performance. We recommend that both students and parents check PowerSchool regularly, and should they have concerns about a student's performance, contact the teacher directly.

407 Parent Teacher Interviews

Parent Teacher Interviews are scheduled from 4:00 pm until 7:00 pm. Please see the Important Dates section in this handbook for specific dates.

Should parents/guardians be unable to attend this time, they may contact the school to schedule an alternative date and time. Parents/guardians are encouraged to contact teachers at any time throughout the school year to discuss a student's progress during the school year. Meetings, phone and email are viable options.

408 Plagiarism/Cheating

Plagiarism, cheating and academic misconduct are serious offences. **Plagiarism** involves submitting or presenting work in a course as if it were your own work when, in fact, it is not. Most common plagiarism exists when:

1. The work submitted was done in whole or in part by an individual other than the presenter.
2. Parts of the work are taken from another source without reference to the original author.
3. The whole work is copied from another source.
4. A student submits or presents work in one course which has also been submitted in another (although it may be completely original to that teacher) without the knowledge or prior agreement of the teacher involved.

*This includes AI (chatgpt). Our teachers will run a student's work through a generator which confirms the % of plagiarism.

Cheating on tests or examinations includes, but is not limited to:

1. speaking to other students or communicating with them under any circumstances
2. bringing any materials or devices into the examination room not authorized by the examiner.
3. consulting any person or materials outside the confines of the examination room.
4. leaving answer papers exposed.
5. persisting in attempts to read other students' examination papers.

Other **academic misconduct** includes:

1. tampering with examinations, class work grades and/or class records.
2. failure to abide by directions given by a teacher regarding the individuality of work handed in.
3. the acquisition of examination materials without prior authorization.
4. the impersonation of another student in an examination or other class assignment.
5. falsification or fabrication of reports.

Any student who purposefully aids another student on the commission of one of these offences is also guilty of academic misconduct.

Penalties: In cases in which the school administration is satisfied that a student is guilty of plagiarism, cheating or other academic misconduct, the normal penalty may be a grade of zero with the availability to complete a re-do assignment. Additional times may result in a zero without the chance to re-do.

409 Promotion and Retention

Promotion and retention of students is the responsibility of the Principal and teaching staff of each school, in cooperation with parents or guardians. Parents or guardians of students whose programs warrant either possible retention or additional time for completion shall be given this information as soon as possible during the school year. For guidelines and regulations of our divisional promotion and retention policy, please contact the school.

Students' progress from one course to the next is based upon a passing grade of 50%. Courses are structured based upon a prerequisite system: a student must pass the required course to move on to the next level. Grade 10 courses are indicated by a number in the 10's; grade 11's by a number in the 20's and grade 12 level courses by a number in the 30's. (Example: grade 11 English course is designated ELA 20-1; the Social Studies General Course for Grade 11 is designated as Social 20).

In Junior High students must pass with a minimum of 50% a minimum of two core courses, and all electives.

410 Student Appeals

Students may appeal decisions made at the school level to the board provided all attempts at all levels at the school have been exhausted. A student wishing to appeal a final mark should initially appeal directly to the subject teacher. Any appeal 30 days after school marks have been awarded will not be considered.

All appeals must be submitted to the Principal in writing addressed to the school within seven days of receiving the final marks. Appeals must include all coursework data.

- All relevant data (course assignments, tests and notes) will be reviewed by the Principal in consultation with the appropriate teacher and a decision will be made. This decision will be conveyed to the parent in writing as soon as possible. (In the event of appeals during the summer months, a decision will be made by the last week in August.)
- In the event that an appeal cannot be dealt with immediately, the parent shall be advised in writing of how the matter will be resolved.

411 Student Placement in Cores

A grade average of 65+% is expected when transitioning from one grade level to the next (ie. ELA10-1 to ELA20-1 to ELA30-1). This applies to all core subjects (English, Social Studies, Math, and the Sciences).

If a grade average below 65% is achieved the student will enroll in an alternate route (ie. ELA10-2 / ELA20-2 / ELA30-2). This applies to all core subjects (English, Social Studies, Math, and the Sciences).

Students entering grade 10 will have the same policy applied on enrollment into grade 10 courses. A 65+% will result in placement in 10-1 level courses. 64% and lower will result in placement in the 10-2 courses. Students on modified programs in grade 9 will be placed within the K&E program.

412 Report Cards

All attendance and assessment for students is managed within PowerSchool. Parents are provided with login information to access the PowerSchool Parent Portal which provides live access to all attendance and assessment data, 24 hours a day. As a result, BHS will only produce Report Cards at end of semester to parents/guardians who request copies. Teachers may also provide students with up-to-date mark reports at any time, and parents/guardians may request these documents as well.

500 Student Services

501 Career Counselling

There are various opportunities for career counselling at Breton High School. The career counsellor is always available to all students to discuss career options, etc. Students also receive support through the BHS CALM and Career Prep programs, as well as with sessions with WRSD

Career staff which is organized through the principal and CALM. There is lots of information about post-secondary education institutions in the Learning Commons and with the principal.

Green Certificate

Students with an aptitude for agriculture and animal husbandry are encouraged to enroll in the Green Certificate program. Please see the office for more information.

Work Experience

All students can earn credits towards graduation and at the 30 level when working outside of school time. Forms need to be completed, an inspection of the location confirmed and work hours must be submitted to the Work Experience Coordinator. Please see the office for more information.

RAP (Registered Apprentice)

Students wishing to become involved in the trades may be able to start taking post-secondary programming while still in high school in preparation for their careers. Automotive, welding, power engineering, plumbing, electrical and carpentry are just a few of the programs that are available. Please see the office for more information.

Special Projects

Students who have varying interests outside of school may be able to design a project to earn credits towards graduation. Contact the Principal to design your projects and earn credits towards an aptitude outside of the program of studies.

Volunteering

Students who are volunteering are able to earn credits for their work. Please see the office for more details.

502 Extra Help

All of the teachers at Breton High School are available for extra help sessions. Teachers are available in the mornings, at lunch and after school. Students must contact their teacher to organize this opportunity available to them. If parents are concerned about their child's performance, please contact the teacher to assist your student in organizing extra-help sessions.

503 Family Wellness Worker

The Family Wellness Worker is in our school part-time. Referrals can be made from school staff, parents, students and community agencies. The goal of this service is to assist families with children registered in school who may be experiencing difficulties at home or at school. Group work/mediation is available upon request. You may contact Family Wellness Worker through the office.

504 Student Support Facilitator

The Student Support Facilitator assists with programming for students who may be experiencing challenges with academics, transitions, and behavior that present obstacles to success at school. They will act as the liaison between students, parents and teachers. Please contact our SSF through our school office.

600 Student Incentives

601 Awards Parameters

In order for students receive various awards, parameters are as follows:

First Class Honours: 89.5% - 100.0% (BHS courses only, outside courses not included)
Senior High Courses Included: Grade-Level English, 2 cores, 2 other courses (Rutherford Criteria)
Junior High Courses Included: Straight average for all courses

Honours: 79.5 - 89.4% (BHS courses only, ADLC/outside courses not included)
Senior High Courses Included: Grade-Level English, 2 cores, 2 other courses (Rutherford Criteria)
Junior High Courses Included: Straight average for all courses

1st, 2nd, 3rd, Humanities, Science, Governor-General's Award Placements will not include rounding.

Humanities Award based on Social 30 and English 30 Average.

Governor-General's Award based on the Rutherford Scholarship parameters.

602 Awards Ceremony

The Breton High School Awards Ceremony will be held once per year and will highlight the outstanding achievements of our individual students in areas of academics, sports, citizenship and personal achievement. Over 60 awards are presented annually. Scholarship and grant information such as the Alexander Rutherford Scholarship can be obtained from the office.

The staff of Breton High School thanks all the organizations whose generous contributions make these awards possible and invite any other persons or organizations that have an interest in recognizing outstanding achievements by our students to contact the school regarding the sponsorship of additional awards.

603 Graduation Ceremonies

Graduation ceremonies and celebrations are organized under the direction of the Graduation Executive Council and the Breton High School staff. They are organized to celebrate the achievements of those students who have successfully completed the requirements for an Alberta High School Diploma or a Certificate of Achievement. Students who have not completed these requirements are invited to work toward this goal and participate in the next year's ceremonies. Students must have all school fees paid in full to participate in the graduation ceremony. Ceremonies take place in June each year. In order to assist the graduation class organizing the graduation events, a 'To-Do List' is provided to each graduate in September.

604 Graduation Requirements

Alberta High School Diploma

Students are required to earn a minimum of 100 credits, including:

30 Level English

30 Level Social Studies

20 Level Mathematics

20 Level Science

PE 10 (3 credits)

CALM (3 credits)

10 Credits in CTS, Fine Arts, PE, or Second Languages

10 Credits in 30 Level Courses

(Only 15 Work Experience Credits can be used to meet the 100 credit requirement)

For specific information for Certificate of Achievement graduation requirements, please see the Principal.

605 Scholarships

Alexander Rutherford Scholarships

Based on academic achievement (over 80%) in 5 specified classes in grades 10 (\$400), grade 11 (\$800), or grade 12 (\$1300). Average of 75% in 5 specified classes is grade 10 (\$300), grade 11 (\$500), or grade 12 (\$700).

Students are required to apply by 1 May and can gain information from <https://alis.alberta.ca/pdf/scholarships/RutherfordScholarship.pdf>

Community Scholarship Trust Society

This charitable foundation provides \$1000 scholarships for ALL graduating students attending post-secondary institutions. Deadline 27 months after graduation from FMHS or Breton High School

606 Valedictorian

One member of the graduating class in good standing will be chosen to deliver a valedictorian address at the academic graduating ceremonies. The selection will be based on the student with the highest average according to the Alexander Rutherford criteria.

Students qualifying for valedictorian status will have complied with the following school policies:

1. attain a minimum of **115 credits** upon graduation
2. maintain **90% attendance** throughout the school year*
3. attend school both semesters in the school year

700 Extracurricular Opportunities

701 Extracurricular Conduct

All school rules and policies apply at all extra-curricular events, regardless of the location of the event. When students are representing Breton High School, they are expected to be demonstrating 'RICHER' attributes and following all school rules. Consequences as per school policies and procedures shall apply.

702 Extracurricular Programs

This school has an excellent extra-curricular program. These activities allow students to expand their skills and interests, venturing into unusual areas and talents. The following list of extra-curricular activities is extensive, but not exhaustive. Should you wish to promote an activity not listed please advise the principal and we will consider the idea together.

Activities: Basketball, Football, Track and Field, Volleyball, Badminton, Cross Country Running, Drama Club, Students' Union, Graduation, Yearbook, Travel Club

Other clubs available depending on student interest

The staff member representative that advises these groups do so on their time and as volunteers. Students are expected to treat all coaches and volunteers with the respect and consideration due

those who are sacrificing time on behalf of their students. The following policy guides participation in any school extracurricular activity:

It is considered a privilege to represent Breton High School as a member of a team or club. Therefore, students must maintain behavior which will respect the school, others, and themselves when participating in extracurricular activities. As well, in accordance with our stated mission and values, students failing more than **one course** (below 50%) will not be allowed to participate in extra-curricular activities until improvement has been made or at least other satisfactory arrangements have been made with the teacher(s) and coach(es) concerned. A student's attendance record may also be taken into account. As well, the student's fees must be paid in full to be eligible to participate. The Principal, in consultation with classroom teachers, will determine eligibility of any student or situation in question.

See the [BHS Athletic Handbook](#) for additional information.

703 On-site Extracurricular Events

Quite frequently, our school hosts events for extra-curricular, other schools, and more. When these events are happening in school, and regular classes are running, BHS students are expected to be in class if they are not assigned a role in the event. Parents cannot call the school to excuse their student from class to participate or observe the event. Due to historical health and safety and behaviour concerns, students cannot go to observe events without direct supervision. Teachers may elect to take their class to observe the event, as students will be supervised. Otherwise, students are required to be in class. Parents may come to the event, and excuse their student to observe only if the parent remains on-site and takes full responsibility for the student. If the parent leaves the event, the student will depart with the parent, or return to class.

704 Field Trips

Activities that are organized by Breton High School staff off-campus are a privilege which enhance the learning of students. When students are in attendance at these events, it is expected that students will treat chaperones with the utmost respect. The privilege of attending field trips is based upon academics, behavior and attendance. All students must provide a signed permission form along with any required fees in order to attend the trip.

705 Lunch Learning Commons Activities

On assigned days, activities organized by students will be held in the learning commons during the second half of lunch. Café Brew-ha-ha will occur as organized. Students are permitted to eat their lunches in the learning commons as long as behavior is respectful and students clean-up appropriately.

706 Students' Union

The purpose of the Students' Union is to involve the students in school affairs. With the help of teachers, students learn to make responsible decisions within a democratic framework. The activities of the Students' Union will serve as a training ground for future community involvement, or even provincial and national involvement.

A variety of avenues may be taken with the selection of students for the union. It may be a student-volunteer club, or a club based upon elections. Fundraising for extracurricular activities, bursaries for individual students and the general planning and organization of student activities are the main objectives of the Students' Union. Things such as School Dances, Participation Days, 12 Days of Christmas, School Assemblies and student-led health initiatives will be organized by the Students' Union.

Elections may be a process utilized. Elections may be on the second Friday of September where the President (Grade 12), Vice President (Grade 11), Secretary (Grade 10) and one male and one female representative from each grade level will compose our Students' Union. This group will be responsible for organizing student life at Breton High School.

707 Yearbook

Students are encouraged to join the Yearbook Club, which is a year-long project that produces a unique yearbook each year. Yearbooks can be purchased at the office.

708 Home School Student Extracurricular Participation Requirements

All students who participate in Breton High School Extra-curricular activities must have liability and accident insurance in order to participate in extra-curricular activities. Students who are enrolled as students in Wild Rose School Division would have both liability and accident insurance covered through WRSD policies.

800 Stakeholders

801 Communication

In an effort to maintain communication with the various stakeholders, Breton High School will maintain a school facebook page and website located at <http://bretonhs.wrsd.ca>. School newsletters will be released monthly and posted on the school facebook and sent out via email to parents. Facebook is maintained and updated regularly. The school maintains a digital display in the foyer of the school which is updated regularly. The outside billboard will provide important dates for the month. Please contact the office at any time for information.

802 Community Relations

As part of the Breton community, Breton High School wishes to maintain a quality of standard. All students are expected to display the 'RICHER' attributes at school and within the community. Students must conduct themselves in a manner that is beneficial to all residents of the community. Negative actions such as littering and loitering within the community are not permitted.

803 Extracurricular

Breton High School is always looking for assistance in our extra-curricular programming. If any member of the community is interested in joining an already established school group, or would like to develop a new one, interested parties are encouraged to contact the office.

804 School Council

The Breton High School Council meets once a month to discuss matters of importance between home and school. All parents and guardians are automatically members of School Council when students are enrolled at our school. All parents and guardians are encouraged to attend School Council meetings. Elections for the School Council Executive are held in October. Meetings typically run the second Thursday of the month from 7:00 pm until 8:00 pm at the school. The role of the School Council is to participate in school improvement. All parents and guardians are encouraged to become involved.

805 Volunteers

We are always looking for people willing to help out at Breton High School in various capacities. School Council events, student activities, sports and extra-curricular activities, and academic activities all require adult assistance. We are always looking for people to assist at the school in various capacities. Any parents/guardians or stakeholders interested in participating in events at the school are required to submit a criminal record check and child welfare intervention check to the school prior to assisting in any activities.

806 Parent Code of Conduct

I will have a positive attitude towards sports and other extra-curricular and will emphasize the cooperative nature of the sport/activity.

I will remember that students learn best by example, and will demonstrate good sportsmanship/citizenship and applaud all good plays by both my student's team and their opponents'.

I will remember that students engage in sports and other extra-curricular for their enjoyment, not mine.

I will attend all WRSD/BHS extra-curricular events alcohol and drug free.

I will never question an official's/coach's/leader's decision in public (which includes Facebook and other social media).

I will never use violence or bad language, nor will I harass or undermine students, coaches, officials, leaders or other spectators (which includes Facebook and other social media). I will express my disapproval in an appropriate manner to the proper officials, club and WRSD/BHS/ASAA contacts.

I will take an interest in my student's team/activity by taking turns supervising and assisting at practices, events, tournaments, and functions.

807 Coach's Code of Conduct

I will be reasonable when scheduling games and practices, remembering that young athletes have other interests and obligations.

I will teach my athletes to play fairly and to respect the rules, officials, opponents and teammates.

I will ensure all athletes receive appropriate instruction, discipline, support and playing time.

I will not ridicule or yell at the athletes for making mistakes or for performing poorly. I will remember that athletes play to have fun and must be encouraged to have confidence in themselves.

I will make sure that equipment, facilities, games, and practices are safe and match the athlete's ages and ability.

I will remember that athletes need a coach they can respect. I will be generous with praise and set a good example.

I will attend all WRSD/BHS extra-curricular events alcohol and drug free.

I will never question an official's/coach's/leader's decision in public (which includes Facebook and other social media).

I will never use violence or bad language, nor will I harass or undermine students, coaches, officials, leaders or other spectators (which includes Facebook and other social media). I will express my disapproval in an appropriate manner to the proper officials, club and WRSD/BHS/ASAA contacts.