

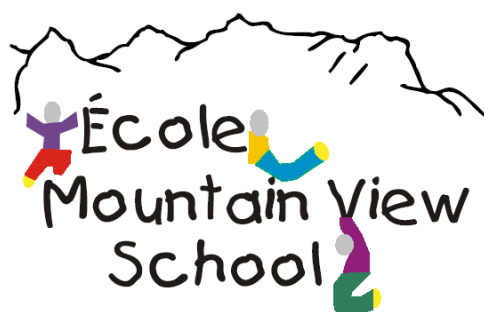
Education With Heart
Éducation avec coeur

SCHOOL CODE OF CONDUCT CODE DE CONDUITE DE L'ÉCOLE

	All Settings	Hallways	Playground (Outside)	Gatherings	Gymnasium	Lunch Time
Respect Ourselves	<ul style="list-style-type: none"> ➤ Be on task ➤ Give your best effort ➤ Be prepared for class 	<ul style="list-style-type: none"> ➤ Walk 	<ul style="list-style-type: none"> ➤ Have a plan : activity or game ➤ Play safe ➤ Be active 	<ul style="list-style-type: none"> ➤ Be attentive 	<ul style="list-style-type: none"> ➤ Wear proper footwear ➤ Wear your gym clothes ➤ Participate to the best of your abilities 	<ul style="list-style-type: none"> ➤ Select healthy food ➤ Eat your own food
Respect Others	<ul style="list-style-type: none"> ➤ Respect authority ➤ Be kind ➤ Hands and feet to yourself ➤ Help others ➤ Share 	<ul style="list-style-type: none"> ➤ Use an inside voice ➤ Leave room for others ➤ Always walk ➤ Respect artwork on the walls ➤ Put shoes/boots on the boot racks 	<ul style="list-style-type: none"> ➤ Play safe ➤ Include others ➤ Share equipment and take turns ➤ Respect game rules ➤ No put downs 	<ul style="list-style-type: none"> ➤ Face the speaker ➤ Listen to the speaker ➤ Enter and leave quietly ➤ Show appreciation 	<ul style="list-style-type: none"> ➤ Cooperate and share ➤ Play safe ➤ Be aware of your surroundings 	<ul style="list-style-type: none"> ➤ Use an inside voice ➤ Practice good table manners ➤ Stay at your desk ➤ Obey the lunch time supervisors ➤ Do not leave until you are dismissed
Respect property	<ul style="list-style-type: none"> ➤ 3 R's – Reduce Re-use Recycle ➤ Don't litter ➤ Keep our school clean ➤ Take care of your belongings ➤ Respect school materials 	<ul style="list-style-type: none"> ➤ Keep the hallways clean ➤ Keep your locker closed and neat ➤ Wear inside shoes 	<ul style="list-style-type: none"> ➤ Use the equipment properly ➤ Put litter in garbage cans ➤ Return borrowed equipment 	<ul style="list-style-type: none"> ➤ Be respectful of all displays 	<ul style="list-style-type: none"> ➤ Use the equipment safely and responsibly ➤ Keep equipment in good condition ➤ Wear proper gym shoes 	<ul style="list-style-type: none"> ➤ Pick up and clean around your desk

Name: _____

Homeroom _____



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	Partout dans l'école	Corridors	Cours de récréation	Lieu de rassemblement	Gymnase	L'heure du dîner
Se respecter	<ul style="list-style-type: none"> ➤ Fais ton travail ➤ Donne ton meilleur effort ➤ Sois prêt pour la classe 	<ul style="list-style-type: none"> ➤ Marche 	<ul style="list-style-type: none"> ➤ Planifie une activité/ un jeu ➤ Joue en sécurité ➤ Reste actif 	<ul style="list-style-type: none"> ➤ Porte attention 	<ul style="list-style-type: none"> ➤ Porte les espadrilles ➤ Porte les vêtements de gymnase ➤ Participe du mieux que tu peux 	<ul style="list-style-type: none"> ➤ Choisis des aliments sains ➤ Mange ta nourriture
Respecte les autres	<ul style="list-style-type: none"> ➤ Respecte l'autorité ➤ Sois gentil ➤ Garde tes mains et tes pieds pour toi ➤ Aide les autres ➤ Partage 	<ul style="list-style-type: none"> ➤ Parle d'une voix normale ➤ Laisse de l'espace pour les autres ➤ Marche toujours ➤ Respecte les affiches/travaux sur les murs ➤ Mets tes bottes / chaussures sur l'étagère 	<ul style="list-style-type: none"> ➤ Joue en sécurité ➤ Inclus les autres ➤ Prends des tours et partage l'équipement ➤ Respecte les règles du jeu ➤ N'abaisse pas les autres 	<ul style="list-style-type: none"> ➤ Regarde la personne qui parle ➤ Écoute la personne qui parle ➤ Entre et sors en silence ➤ Démontre de l'appréciation 	<ul style="list-style-type: none"> ➤ Coopère et partage ➤ Joue en sécurité ➤ Porte attention autour de toi 	<ul style="list-style-type: none"> ➤ Parle d'une voix normale ➤ Utilise les bonnes manières de table ➤ Reste à ton pupitre ➤ Obéis le surveillant du dîner ➤ Ne quitte pas la classe avant d'avoir eu la permission
Respecte l'école et son environnement	<ul style="list-style-type: none"> ➤ 3 R – Réduire Reutiliser Recycler ➤ Ne pas jeter les déchets par terre ➤ Garde ton école propre ➤ Prends soin de tes biens ➤ Respecte tous les biens/ matériaux de l'école 	<ul style="list-style-type: none"> ➤ Garde les corridors propres ➤ Garde ton casier fermé et propre ➤ Porte tes chaussures d'intérieur 	<ul style="list-style-type: none"> ➤ Utilise l'équipement de la bonne façon ➤ Mets les déchets dans la poubelle ➤ Retourne l'équipement emprunté 	<ul style="list-style-type: none"> ➤ Respecte toutes les affiches / travaux/expositions 	<ul style="list-style-type: none"> ➤ Utilise l'équipement de manière responsable et sécuritaire ➤ Garde l'équipement en bonne condition ➤ Porte tes espadrilles 	<ul style="list-style-type: none"> ➤ Ramasse et nettoie autour de ton pupitre

STUDENT AGENDA USAGE

Student Agenda/Handbook

Each student from Kindergarten to 7 must own his/her own personal Student Agenda/Handbook. The agenda includes a copy of the École Mountain View School Handbook, which provides information about the school such as, important dates, student expectations, school activities and more. The cost for each agenda is \$8.00.

The agenda that each student at Mountain View is required to have serves many purposes. It is meant to be:

1. A primary communication tool between home and school.
2. A tool for recording school assignments.
3. A tool which promotes and teaches good organizational habits.
4. A carrier for notes, newsletters, and other information coming home from school.
5. Character Education information for students; Virtues and “*7 Habits of Effective Teens.*”
6. An information resource for students. (maps, quizzes, games, interesting web sites, multiplication grid etc...)

In order to better meet the learning needs of the students, enhance home – school communication, and to facilitate consistency for parents with children in more than one class we are asking that each stakeholder be responsible for the following:

Students are to:

- make sure the agenda is brought back and forth from home to school every day
- make sure that all assignments are recorded before taking the agenda home
- make sure assignments are checked off when complete
- ensure that a parent/guardian checks and initials the agenda daily

Parents/Guardians:

- check to see that assignments are being recorded and checked off when completed
- initial your child’s agenda on a daily basis
- use the agenda as a primary communication tool between yourself and your child’s teacher

Teachers:

- will check agendas regularly for appropriate use, parent initials and any communication from home
- will respond in a timely fashion to any communication from home
- provide time for students to record the appropriate information in their agendas

ÉCOLE MOUNTAIN VIEW SCHOOL MISSION, VISION AND VALUES

Mission: Through a collaborative approach we enable all of our school community to be learners who respond positively to the challenges of an ever changing world.

Vision: At École Mountain View School, students, staff, and parents work together to foster a safe and caring environment. Within our school, all children are provided with opportunities to be successful. As part of the community, École Mountain View School students become responsible, productive citizens.

We Value:

- * A student centered environment
- * Achievement in fields of learning, where everybody strives for excellence
- * The development of character through the promotion of Honesty, Integrity, Citizenship, and Social Responsibility
- * Students, Parents, and Staff as our community of learners
- * Respect for self, others and the environment
- * Open communication within our extended school community
- * The recognition and celebration of successes within our school community
- * Diversity in instruction, students, staff and families
- * Optimism and resilience

PRINCIPAL'S MESSAGE:

École Mountain View School continues to focus on providing a Safe and Caring learning environment to allow for all students to be successful. We believe that it is important for students to develop the interest and skills to become lifelong learners. As adults we model lifelong learning through our ongoing professional development; learning and implementing new strategies to teach and assess students.

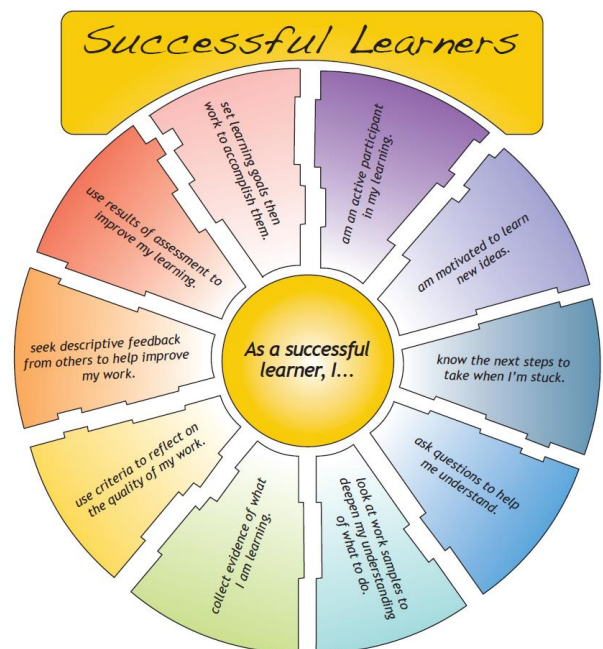
It is important that we provide high quality learning opportunities in all academic areas. We also ensure that our students have access to a broad range of programs. We provide specialty instruction for Physical Education and Music for all grades. Complimentary courses are offered to all grade seven students and include

Art, Computer Technology, Music, Musical Theatre, and Outdoor and Environmental Education.

Citizenship and Social Responsibility are very important to our school community. Students learn about these concepts in class through Health as well as Social Studies. Our Virtues Program for Kindergarten – Grade Four provides opportunities for students to learn how to be socially responsible. “7 Habits for Effective Teens” for Grades Five - Seven helps students with personal growth, social responsibility and leadership skills. Our entire school is involved in projects that benefit the town of Hinton along with projects to help underprivileged children around the world.

It is important for students to be engaged in and to take responsibility for their learning. At École Mountain View School, students have the opportunity to peer and self-assess; comparing their work to previous work samples as well as exemplars of work that meet or exceed the standards of quality set out in rubrics. Through this process students learn to edit and improve the quality of their finished product. We believe that that students need to experience learning; interactive and experiential learning opportunities are an integral part of programs in our classrooms.

Robin I. Hengel



Successful learners take ownership for and are engaged in their learning. They are on their way to becoming self-reliant and personally responsible. This graphic reflects and supports the principles and strategies represented in the AAC key visual, Assessing Student Learning in the Classroom.

CALENDAR 2017/2018

September

Tues. 5 First Day for Student
Tues. 11 Literacy Hour
Mon. 25 School Walk
Tues. 26 School Council AGM (7:30 pm)
Thurs. 28 Welcome BBQ lunch
Terry Fox Run / Walk
Crazy Hair Day
Fri. 29 Orange Shirt Day
No Kindergarten

October

Mon. 9 Thanksgiving – School closed
Mon. 19 Literacy Hour
Tues 17 School Pictures
16 - 19 Goal Setting Interviews
Fri. 20 Staff Institute – School Closed
Fri. 27 No Kindergarten
Mon. 30 School Walk

November

Thurs. 9 Remembrance Day Ceremony (10:45)
Fri. 10 School Closed
Mon 13 Literacy Hour
Mon. 20 School Walk
Fri. 24 No Kindergarten
Mustache Day

December

Mon. 4 School Walk
Thurs. 7 Progress Reports
Fri. 8 Non-Student Day
Mon. 18 Literacy Hour
Tues. 19 & Wed. 20 – Christmas Concerts
Thurs. 21 Christmas Potluck Lunch
Fri. 22 Teddy Bears & Pyjamas
Last day of school before Christmas holidays

January

Mon. 8 Classes resume
Mon. 15 Literacy Hour
Fri. 26 No Kindergarten
Hilarious Hat Day
Mon. 29 School Walk

February

Wed. 7 Early dismissal at 2:00
8 & 9 Teachers' Convention – No students
Mon. 12 Literacy Hour
Mon. 19 Family Day – school closed
Fri. 23 No Kindergarten
Sports Team Jersey / Shirt Day
Mon. 26 School Walk

March

Fri. 9 Non-Student Day
Mon. 12 Literacy Hour
Mon. 19 School Walk
Fri 23 When I grow up I'm going to be...
March 27 - 31 Spring Break

April

Mon. 2 Classes Resume
Mon. 9 Literacy Hour
16 - 19 Spring Student Conferences
Fri. 20 Non-Student Day
Mon 23 School Walk
Fri. 27 No Kindergarten
Beach Day

May

Mon. 7 Literacy Hour
Fri. 18 Non-Instructional Day (No School)
Mon. 21 Victoria Day – School closed
Fri. 25 No Kindergarten
yaD sdrawkcaB
School Walk

June

Mon. 4 Literacy Hour
Mon. 18 School Walk
Thurs. 21 Fun Day (K – 4)
Fri. 22 Red & White Theme Day
Portfolio Celebration
Thurs. 28 Award ceremonies - AM
Progress Reports/Last day of classes
June 29 Teachers only

Note: there are eight (8) Non-Instructional Days for Kindergarten throughout the year. These will also be shared with Kindergarten families through class newsletters as well as our web page calendar. (www.ecolemountainview.ca)

Teaching Staff

<u>Position</u>	<u>Name</u>
Principal	R. Hengel
Assistant Principal	A. Alderman

English Program

Kindergarten	J. Danchuk
Grade 1	S. Wiebe
Grade 2	M. Haley
Grade 3	T. Amundrud
Grade 4	T. Poon
Grade 5	M. Marciszyn
Grade 6	B. Voelker
Grade 7	A. Riggan

French Immersion Program

Kindergarten	G. Lyons
Kindergarten	S. Ritchie
Grade 1	E. Fafard
Grade 2	J. Moore
Grade 2-3	M. Crouse
Grade 3	H. Smith / R. Vriend
Grade 4	R. Hendricks
Grade 4-5	D. Cederstrand
Grade 5	R. DeRoche
Grade 6	D. Ruvugwa
Grade 7	A. Alderman

Learning Support	N. Hudson
Music	J. Smeall
Physical Education	L. Hamilton

SCHOOL HOURS

Regular Day

8:30 to 3:10 (First bell at 8:22)

Morning Recess: 10:06 – 10:21

Lunch recess: 11:25 to 11:45

Lunch period: 11:45 to 12:10

Afternoon Recess: 1:46 – 2:06

Early Dismissal Days (all Fridays):

8:30 – 2:00 (First bell at 8:22)

Morning Recess: 9:51 – 10:06

Lunch recess: 11:27 to 11:47

Lunch period: 11:47 to 12:12

Afternoon Recess – None

REPORTING PERIODS

October 16 - 19	Goal Setting Interviews
December 7	Progress Report
March 8	Progress Report
April 16 - 19	Spring Student Conferences
June 22	Portfolio Celebration
June 28	Final Progress Report

BEHAVIOUR REPORTS

As part of keeping parents informed of their child's education, Behaviour Reports will be sent home the last school day of each month in September, December, January, March and May. These reports provide regular information on work habits, behaviour and attitude. These are in addition to the report cards sent in December, March and June.

STUDENT EXPECTATIONS

Students are expected to:

- **Follow within the School Code of Conduct upon which our Discipline Policy is developed.**
 - Show respect for self and others
 - Inappropriate language and bullying will not be tolerated.
- **Arrive at school and classes on time and be prepared to learn.**
 - This includes having pencils, paper etc. for classes and wearing a pair of indoor shoes.
 - Students in grades 4 – 7 are expected to change into shorts/sweat pants & t-shirt with indoor running shoes for Phys. Ed. Classes.
- **Electronic devices are not to be used at school unless it is under the direction of the classroom teacher for educational purposes.**
 - Electronic device includes any device that is capable of sending or receiving calls or messages and devices that are capable of capturing digital images.

- Please refer to the Electronics Use at School Policy for further detail.

- **Students are expected to work to their fullest potential, taking pride in their efforts and achievements along with responsibility for their behaviour.**

COMMUNICATIONS

A newsletter will be published on the first school day of the month. It will include reminders of important dates, special activities and other information relevant to your child's education. The letter will be posted on the school web page: www.ecolemountainview.ca as well as being sent home. Our school web page will also include up to date information for activities on the calendar, latest news and Upcoming events sections. The web page is intended to be our most current source of information for parents and students, please take the time to check it out!

HOMEWORK PRACTICES

Our belief is that students should be able to complete all homework assignments independently. Parents can assist students by asking questions such as: What steps or questions do you find difficult? How do you plan to improve speed or accuracy? Parents should not have to help children complete assignments. Parents can assist their children by ensuring that there is a quiet area and consistent time available for homework or study. Also, parents are to ensure that homework is completed on time and to an acceptable standard. It is important when a student does not understand the work, to stop, and ask the teacher for assistance prior to continuing. Practicing incorrect methods will make it more difficult to correct later.

- **Purpose**
 - To provide additional opportunities for students to independently practice skills instructed in class
 - Rote learning / memorization of facts
 - Improve speed and accuracy of skills
 - To prepare students for new learning or instruction
 - Incomplete classroom assignments are not considered as homework.
- **Assessment**
 - All homework will be assessed for timely completion.
 - All homework assignments will have corrective feedback, provided by the teacher or through peer or self-evaluation based on rubrics.
 - Homework assignments are not graded for progress report marks.

SAFE & CARING AT MOUNTAIN VIEW

The main entrance is unlocked throughout the school day, from 8:00 – 4:00. Side entries remain locked throughout the school day. Teachers open doors for students to enter the school when the warning bell rings prior to the start of the school day and during all recess breaks. Supervisors will open side doors to allow students into the school in the event they need to use the washroom. In the event of cold weather (-20 C), side entries will be unlocked and students will be sent inside to start the day. Morning supervision begins when the first bus arrives, typically at 8:00. Please do not drop students off prior to 8:00 as they will be unsupervised on the school grounds.

Students will have Indoor Recess when the temperature and/or wind chill are -20 or below. In the event of extreme cold, school doors are always unlocked when the first bus arrives in the morning, students are sent in to the school when they arrive if temperatures are below -20. Please ensure that your child is dressed appropriately for the weather.

École Mountain View School is a **Closed Campus**. To help ensure student safety, students are not to leave the school grounds during the school day unless they are accompanied by a parent/guardian. Parents will be expected to sign their child out of the school for appointments or when leaving early due to illness or other reasons.

Parents are welcome and encouraged to become involved in our school. **In the interest of student safety, all parents and visitors to the school must check in at the front office. Those staying in the school will be assigned a visitor's ID tag.** We do advise that you arrange an appointment if you wish to meet with a teacher or an administrator. This ensures availability and time to discuss the topic at hand. Parents are also welcome to come out and help with any of our after school clubs and activities. The more the merrier!

LUNCH SUPERVISION

Students at École Mountain View School typically eat lunch at school. Supervision is provided by staff over the lunch period. Students are expected to eat at their desks, use an "indoor voice" and clean up after themselves. As part of our Closed Campus initiative, students are permitted to go out for lunch **ONLY** if a parent comes to the school, signs their child out and takes them for lunch.

ATTENDANCE

School attendance as stated in the School Act (2005) is compulsory for all children between the ages of six to sixteen years of age. Regular attendance and being on time are two factors that help your child have a positive attitude towards school. We will monitor attendance and contact parents by mail if attendance is below 85%.

It is very important that the school be notified as soon as possible if your child will be absent. Our "Safe Arrival" program means that if a student is not present and the school has not been notified by 8:45, a call will be made to verify the absenteeism reason. **A call at your earliest convenience to the school secretary or our "safe arrival" line at 780-865-2628 will save time and help keep our students safe. You can also email us at emvsattendance@gypsd.ca to let us know of your child's absence.**

ILLNESS AND ACCIDENTS AT SCHOOL

A child who is ill will not be sent home until it is determined that someone is at home to care for the child. Otherwise, the child is kept under supervision in the office until the parents have been contacted. **Therefore, it is important to enter work and emergency phone numbers on the registration forms.** Despite all precautions, accidents can occur at school. In all instances we try and contact the parents. When a parent cannot be reached and medical attention is required the child will be taken to a clinic or the hospital by a member of staff.

DRESS CODE

In order to promote favorable attitudes and an appropriate school tone, students must wear clothing in good taste. In general, students are to dress in clothes that are clean, tidy, contain no offensive or improper lettering, logos or slogans, and do not allow exposure of either undergarments or body parts. For example, girls do not wear belly shirts, tube tops, halter tops, see-through blouses or tops with spaghetti straps (3cm rule), low-slung jeans, short-shorts or miniskirts. Shorts and skirts should fall below finger tips when arms are straight at sides. Boys do not wear muscle T-shirts, cut-off or low rider jeans, or jeans that are sagging and expose underwear. Clothing with inappropriate language, logos and/or slogans printed on it are not acceptable. T-Shirts that promote violence, alcohol, tobacco, drugs, or bullying are inappropriate. Staff members have the authority to require a student to conform to the dress code of the school. Students that choose to dress inappropriately will be required to change, call home for appropriate clothing or be sent home to change and return to school.

SAFETY PATROL

ÉMVS participates in the Alberta Motor Association School Safety Patrol program. All students in grades 5 – 7 are encouraged to become Safety Patrollers. In addition to providing safe passage for their fellow students, the students participating in the ÉMVS Safety Patrol develop important qualities and personal skills including leadership and a sense of social responsibility.

BICYCLES, SKATEBOARDS, ETC.

Students who wish to ride their bikes, skateboards, scooters, or wear their roller blades to school are encouraged to do so. In the interests of safety, these students are expected to park their bikes in the bike rack upon arrival to school. Students are not able to ride their bikes during recess breaks. Our school expectation is that students need to wear appropriate safety equipment when using any of these modes of transportation, especially a properly fitted helmet.

AWARD CEREMONIES

Award ceremonies are held during the school year on the first Thursday of November, January, March and May. We have much to celebrate. Students will be recognized for exemplary behavior and demonstrating citizenship characteristics at these ceremonies. Your child's teacher will contact you prior to your child receiving an award so that you can join in the celebration. We also recognize students at the end of the school year for demonstrating exemplary behaviours and citizenship for the entire school year. Students will also be recognized for achievement and practicing Virtues within the classroom throughout the school year.

200 DAYS OF READING!

This program starts at the beginning of the school year! Students are encouraged to read recreationally or be read to for at least 15 minutes per day. The reading materials are of the student's choice, novels, magazines, comics, whatever they like to read. Sheets will be available from the homeroom teachers for students to record the number of days read, 50, 100, 150, and 200. There are incentives for participation at each level. Parents are asked to list the title and initial beside each day that their child reads for at least 15 minutes. When the sheet is completed, students exchange the completed sheet with their teacher for the next level. Please encourage your child to become involved in this program.

SCHOOL FEES

Our school fee structures for the 2017-18 year are different. The Instructional Material fees previously charged are no longer in effect. There are some fees that are a cost recovery fee for enhanced programs such as Art and Outdoor Education. There are also fees for sports teams to assist in covering the costs of tournament entries and transportation. Students that are being assess these fees will have letters sent home to parents describing the need and purpose of the fee.

VIRTUES PROGRAM

At École Mountain View School we use an inclusive, virtues-based approach to help us bring out the best in students. Virtues are used to acknowledge, guide and correct. During the school year we will focus for two weeks on a particular virtue; such as Respect, Responsibility, Self-Discipline and Service. Ask your child about the virtue currently being focused upon.

September 5 - 15	Respect
Sept. 18 – 29	Le Respect
October 2 - 13	Responsibility
October 16 – 27	La Responsabilité
Oct. 30 – Nov. 9	Self-discipline
November 13 – 24	L'Auto-discipline
November 27 - December 7	Integrity
December 11 - 22	L'Intégrité
January 8 -19	Service
January 22 – February 2	Le Service
February 5 – 16	Tolerance
February 20 – March 2	La Tolérance
March 5 – 16	Peacefulness
March 19 - 23	La Tranquillité
April 3 -13	Joyfulness
April 16 - 27	La Joie De Vivre
April 30 - May 4	Unity
May 7 - 17	L'Unité
May 22 - June 1	Courtesy
June 4 -15	La Courtoisie
June 18 – 28	Flexibility
	la Flexibilité
	Gentleness
	La Gentillesse
	Determination
	La Détermination
	Kindness
	La Bonté
	Commitment
	L'Engagement
	Understanding
	La Compréhension
	Honesty
	L'Honnêteté
	Enthusiasm
	L'Enthousiasme
	Perseverance
	Persévérance
	Tact
	Le Tact
	Patience
	La Patience

Students in Grades Five – Seven will be learning and implementing “Seven Habits of Effective Teens” as part of our Character Education. Please take time to look and review the information available throughout your child's agenda.