

Administration Message

Welcome to Hillside Community School!

This agenda is meant to be a tool to help familiarize you with Hillside Community School, our school policies, and our activities. It is also meant to serve as a communication tool between home and the classroom. Please read it and develop an understanding of the environment at Hillside Community School. We look forward to facilitating success for every student at Hillside Community School and encourage active participation in your education. I wish you a highly enjoyable and successful school year!

The Vision

Real Life Learning Experiences, both in school and in the community.

School doors are opened at 8:10 am. Early access to classrooms to complete homework or to work on projects must be arranged with the homeroom teacher. At specific times

throughout the year school sports practices may be scheduled before and after school. Both students and teachers are responsible for informing parents when a student will be staying longer than 3:00pm at Hillside Community School.

Important notes: School playgrounds are NOT supervised before or after school hours.

Students are to go directly home after school.

All doors except the main doors by the office are locked during the school day. All other doors at Hillside Community School are opened by supervisors when needed for student entrance. This is for the safety of our students.

Parents and guardians are welcome to visit the school at any time during the school day.

Please check in at the office before proceeding to any part of the school building. All visitors to the school must wear a visitor's badge. If you are visiting a classroom, you must arrange it with the teacher and administration beforehand. Please be advised that we will NOT interrupt classes except in the case of an emergency for someone to talk to a student. Also, please know that we will not give access to students to people we do not know. Please arrange any "visits" to happen before or after school and try to make sure your child is aware of who is picking them up at the end of the school day so that the disruptions to learning are minimized.

Adults are NOT permitted to use student bathrooms.

School Calendar

At Hillside Community School we follow the requirements of the Grande Prairie Public School Division guidelines for the number of instructional hours students must have each school year. This calendar has been set by the Division and by the school. Report Cards and interview dates are set, as well as any other important events. If any changes occur, prior notice will be given. Calendars indicating school holidays, staff development and school improvement days will appear in regular school newsletters.

School Attendance

It is important that students attend school every day and we want them to remain at school for the entire day. Students leaving the grounds for any reason are required to sign out at the office.

For your child's safety, please call the school (780-532-0743) to let us know if your child is ill or is to be absent for some other reason. There is an answering machine to leave a message after hours.

Student Pickup from School during the School Day.

Students will not be released from school unless a guardian or an individual designated by such guardian is on the school's record list or

student's Emergency contact list. It is critical that you ensure all contact information is kept up to date at the school.

Medications

Parents/Guardians should ensure the school is aware if their child has any allergies or medical needs.

Computer Use

All Hillside Community School students must sign an acknowledgement of the Acceptable Use Protocol for the use of GPPSD network resources. This is in the initial registration package you will fill out online.

Extra-Curricular Activities

Participation will be open to all students, subject to the Division's Extra-Curricular Athletics Code of Conduct, which will be sent home for parents to review when students become involved in a club or team. Such clubs and teams can include Cross Country running; Basketball; Triple ball; Track and Field.

Academic Evaluation

Students are evaluated continuously throughout the school year. This evaluation is based on the objectives for each course and takes many forms including formal testing and informal observation of the student. Formal reporting of student progress will occur three times in the year. Student progress will be formally reported in December, March, and the end of June. Parent-Teacher conferences will follow the December and March report cards. Parents are encouraged to stay connected with their child's teacher throughout the year. If either has concerns about a student's progress, prompt attention to the matter is encouraged and expected.

Communication

Monthly newsletters are emailed to all those who have signed up for this through our school's website.

Please join our Facebook Page to keep up to date with Hillside Community School happenings.

Student Dress Code

Students are expected to dress positively, conducive to the elementary learning environment, including physical education.

Clothing choices must be conducive to the learning environment and are appropriate for a school setting. Students will be required to change any clothing found inappropriate.

As you visit the school, we ask that you set a positive example for all our students by following these guidelines.

Clothing which has references to drug or alcohol use is not acceptable at Hillside Community School. This clothing does not lend itself to an elementary setting that fosters a safe and caring environment for children.

Footwear

To assist with keeping the school clean, students must have properly fitting shoes worn ONLY indoors and in the gym. Please avoid the purchase of BLACK SOLED running shoes as these can mark the floors. When entering the school, please remove all outdoor footwear.

Outside Recess Breaks

As all students are expected to go outside for recess, please ensure your child is prepared for the weather with appropriate attire. In case of inclement weather (-25C) or heavy rainfall, recess will occur indoors.

Lunches

We are a Nut Aware School. We encourage you to prepare nut-free snacks and lunches for your child. Please ensure your child has lunch and a snack every day.

Our classrooms do have microwaves.

Lockers

All students in Grades ECS to 6 will be assigned lockers. They are not intended to be used for safe storage, but to store outdoor clothing, footwear, gym wear, and lunches.

The school discourages students from bringing valuables and precious keepsakes to school. This eliminates the need for locks on lockers. The staff will make every effort to ensure that lockers are used properly for storage and can be left unlocked. Toboggans and/or GT racers are not allowed at school as they are difficult to store in lockers.

Personal Property

The school cannot be held responsible for the individual property of students. We request that all items of clothing be identified with your

child's first and last name. Toy guns, matches, lighters or sharp knives are examples of items not allowed at our school for safety reasons. Electronic games, I-pods, MP3 players, and trading cards are not allowed because of the distractions to learning and the lack of secure storage.

Cell phones are not required at school as we have phones in all classrooms. Cell phone use during a lock down could endanger others.

If a student brings a cell phone to school, the cell phone must be given to the teacher, so it can be held in a secure place during the school day. Any student using a cell phone during school hours will have their phone confiscated and returned to the student at the end of the day. If this is to happen a second time, the phone will be handed to the office, and parents/guardians will be asked to pick it up.

Bicycle/Rollerblades/Scooters and Skateboards Students who bring their bikes/rollerblades/scooters or skateboards to school must wear a helmet.

Bicycles, skateboards, and scooters are to be walked on school property. Multiple offenses will result in loss of privileges in bringing these items to school. All bikes must be parked in the racks provided. Each child is responsible for his/her bicycle and should lock it. The school cannot accept responsibility for bikes on the school grounds.

Discipline and Responsibility

Our goal at Hillside Community School is to provide a safe learning environment for all students. Staff, students, volunteers, and parents at our school are expected to interact in a peaceful, safe manner and foster courtesy and respect. To meet our goal, we require the cooperation of all participants in the school community. Each classroom teacher will outline their expectations regarding students at the start of the school year and will communicate them in writing to students and their parents by the end of September. These expectations will be consistent with school policy which follows the School Act of Alberta.

Parental Help and Involvement

Parental involvement in their child's education has proven to be one of the most significant factors in student achievement and success at school. Parent volunteers are an invaluable asset to our school and are invited to become involved regularly.

It is the school division's policy (AP 490) that volunteers complete and meet the necessary criteria. We hope you can appreciate that this is for the protection of your children. Forms are available at the office.

There may be a cost associated when requiring a criminal record check.

School Council

A School Council of parents, teachers and community members provides a formal method for parents to become involved in the school's operation. Council members provide leadership, advice, or direct assistance in school administration. Meetings are held on the first Tuesday of each month. If you are interested in getting involved, please contact the school at 780-532-0743