

Welcome to Carseland School:



Carseland School is part of the Golden Hills School Division #75. Our school includes kindergarten to grade six. The school was originally built in 1930 and then rebuilt in 1992. We pride ourselves on being a solid part of the community. Our school has a strong academic and student leadership focus.

Carseland Vision:

Is to provide the best opportunities for students to excel and become life long learners, in a school where teachers support each other to improve student learning and teaching in a safe and caring environment.

Mission Statement:

Preparing children for a lifetime of learning

School Motto

The Small School with the Very Big Heart

Carseland School Staff

Kindergarten and Grade One – Ms. Claire Deschenes

Grade 2 and AISI Lead Teacher – Mrs. Diane Baillargeon

Grade 3– Mrs. Sheila Tucker

Grade 4 and AISI Lead Teacher – Mrs. Jodi Carlson

Grade 5 – Mrs. Dalouie Dilling

Grade 6 - Ms. Kelli Christensen

Grade 5 and Gr. 3 math, PE – Mr. Jeff Grimsdale

Early Literacy- Mrs. Jennifer McRae

Administrative Assistant – Mrs. Lynn McConnell

Educational Assistant- Mrs. Vicky Wegener

Educational Assistant – Ms. Monika Andrews

Educational Assistant- Ms. Lisa Macdonald

Head Custodian- Mrs. Gwen Rogers

REGISTRATIONS

At the beginning of every year several forms need to be completed in order to accurately register all students. A **separate** registration form is required for **each student**. We appreciate how busy this time of year can be, but stress how important it is that we have this information from the beginning of the year. Each year we have sick children, students who have not arrived at school, or emergency situations and we are unable to contact a parent because we do not have the updated information. Please keep in mind that throughout the year it is very important to update all information especially whenever there is a change (address, work number, cellular phone number, and emergency contact person). If you have new information to update your original records submitted at the beginning of the year, please send a note to the homeroom teacher immediately or call the school (403-934-4161).

ATTENDANCE

Attendance at school is very important and poor attendance is the most frequent cause of poor grades. A student should be at school every day unless there is a justifiable reason. Justifiable reasons include illness, medical appointments, bereavement in the family or failure of bus service.

It is important that students be on time for school and classes. Attendance is taken each day at 8:45 a.m. and 1:20 p.m. If a student is going to be late please notify the school and this will help to eliminate the phone calls to your home when a student is not in homeroom for attendance.

Classes start on time, so students arriving late disrupt the learning process. Please ensure that your children arrive early or on time to minimize disruptions.

If your child arrives at school late, after the other students have gone into the building, please have your child go through the front doors and report at the office so Mrs. McConnell can record your child's presence.

VERIFICATION OF ABSENCE

Our prime concern is to ensure that your child gets to school safely each day. If you know in advance that your child will be absent or will be leaving school early for an appointment, please send a note in his/her daytimer to advise the homeroom teacher, and call the office at 403-934-4161.

MESSAGES FOR STUDENTS

Most messages that are phoned in for students involve **INTERRUPTION OF TEACHING TIME**. It is best to send a note to the teacher in your child's daytimer, however, if you have a last minute medical appointment for your child or an emergency arises, phone the school and every effort will be made to give your child the message. **YOUR CONTINUED COOPERATION AND ASSISTANCE IS APPRECIATED.**

HOURS OF OPERATION

Bell Rings	8:40 a.m.
Recess	10:45 – 11:00 a.m.
Lunch	12:30 – 1:20 p.m.
Dismissal	3:15 p.m.
Kindergarten	Everyday 8:40 – 11:45

ARRIVAL AT SCHOOL

Students should not arrive at school before 8:30 a.m. When the weather is unfavorable, students are allowed into the school to wait in the boot room. We would request that students do not arrive prior to 8:30 a.m. unless it is absolutely necessary. The reason for this is that we cannot guarantee teacher supervision until 8:30 a.m. The supervising teacher locks the playground doors once all students are in off the playground. This is done for security reasons.

If the end playground doors are locked, students can come through the main doors. Adults should **ALWAYS** come through the main doors. Your help in this matter will be greatly appreciated.

LEAVING SCHOOL GROUNDS

Students are not to leave the school grounds at recess or noon without written permission from their parents.

FOOTWEAR AND CLOTHING

Please **LABEL** all footwear, book bags, lunches and articles of clothing. Each year there are many items that are never claimed. Students are required to remove their outside footwear in the boot room and leave them on the boot racks. Students should have another pair of shoes or runners that are left in the classroom that they will put on to wear for classes. **INSIDE SHOES MUST HAVE NON-MARKING SOLES.**

PROGRAMS

All subjects taught at Carseland School are programs developed and prescribed by Alberta Education. The subject areas of the Program of Studies are: Language Arts, Mathematics, Social Studies, Science, Art, Music, Physical Education, & Health.

Other programs include:

ELIP - (Early Literacy Intervention Program) Reading & writing strategies for grades 1 & 2 students.

AISI- (Alberta Initiative for School Improvement) project focuses on numeracy (Math) through staff development and use of appropriate practices to develop deep understanding of concepts.

SHIP- (School Health Initiative Program) a Speech Language Assistant works with students under the direction of a Speech Language Pathologist.

Character Education- Virtues Program

As well as Intramurals, After School Sports, Student Leadership, 100 Clicks, & Track.

LUNCH AT SCHOOL

Students who are bussed to school will eat in their classrooms. If you are unable to make alternate arrangements for your child, a parent may send a note regarding lunch arrangements for the entire year, or a note for a particular day. Our concern is that parents always know where their children are. Students are given 20 minutes for eating their lunch.

There will be no microwaves in the classroom. Any students who buy hot lunch items at the canteen will have their food warmed up at the canteen by a grade six leadership student.

CANTEEN

The Grade 6 Leadership group, as part of their Math program, will run the canteen. They will be calculating costs and profit margins.

SCHOOL PROPERTY

We are very fortunate to be in a relatively new building, and we must all be responsible for making sure we keep our school in top condition. Willful damage to the school or its contents will be charged to the parents of the offending child.

LIBRARY BOOKS

We encourage students to take library books to read or do research with them. If the material is overdue then other library material will not be allowed to be taken out until all overdue material has been returned.

Students who have lost any library materials will be asked to pay the full replacement cost of those items. If the material is damaged, then the student will be asked to pay the repair cost, or in the case where the item is beyond repair, the student will be charged the full replacement cost.

STAYING IN AT RECESS

Our policy is that each child should have the opportunity to go outdoors for some fresh air. If it is too cold to stay out for the entire 30 minutes at lunchtime it is not uncommon for us to shorten the break outside to 10-15 minutes. This allows just long enough to let

the children to get some exercise and fresh air, but not long enough to jeopardize their health.

Just before recess and the outdoor noon period, we assess the weather conditions – during heavy rain or inclement temperatures, the students will remain indoors. Please send a note to the homeroom teacher if you wish your child to remain indoors at recess and specify the reason and the number of days for your child to remain indoors. As there is usually no supervision in the classroom during this time, your child will be required to go to a room outside the office where there is someone who can supervise.

RESOURCE FEES

An invoice for school fees will be sent home. These fees pay for things like textbook rental and Art supplies. Please make all cheques payable to Carseland School. The **Kindergarten fee is \$68.00**. This will include an \$8.00 field daytimer fee. The fee for **Grades 1 – 6 is \$103.00**. This will include \$8.00 to cover the cost of a daytimer that is provided for each student. There is a family plan for fees. Locks can be rented for grades 4-6 for \$5.00. This money is returned at the end of the year when the lock is returned.

- 3 students provides a \$5.00/student discount
- 4 students provides a \$10.00/student discount
- 5 students provides a \$15.00/student discount
- 6 students provides a \$20.00/student discount

If you are paying student fees for children in other schools as well as Carseland School please make separate cheques payable to each applicable school. These cheques will be forwarded to the appropriate school through our inter-division mail system and a receipt issued from each school.

If payment of the total fees is a problem at the beginning of the year, please talk to Mrs. McConnell or Mr. Grimsdale to arrange a payment plan. **We cannot express enough how much of a negative impact unpaid fees have on the overall operation of our school.** We are certainly able to accept post-dated cheques from you now, please highlight the date on your cheques if this is an option you would like to use. **As these fees are part of our operating funds it is most critical that we get them all collected.**

LOCKS

Locks can be rented for grades 4-6 for \$5.00. This money is returned at the end of the year when the lock is returned.

COMMUNICATION

RED FOLDERS will go home each week on Wednesday. These folders have vital information about what is happening at the school. Please return these folders on Thursday.

DAYTIMERS are agenda books that students use to keep track of homework, assignments, notice reminders and personal information. They are used in Grades 1-6. The cost of \$8.00 is added to the student resource fee. We hope students and parents will support using this communication tool.

SCHOOL PHOTOS

Please note that school photos will be taken in September. Parents will be advised when retakes will be done.

BOOK FAIR

The book fair will be held during recess breaks and during the evenings of our Parent teacher interviews. You can take advantage of some excellent books at very reasonable prices and support your school at the same time. Our book fairs are excellent fundraisers for the library and many of our new books throughout the year are obtained free of charge to the school as a result of the sales we have at the book fair.

GUIDANCE PROGRAM

The Golden Hills School Division has an appointed Educational Consultant, Psychologist, a part-time Guidance Counselor and a Family School Community Support worker. Each of these people visit the school on a regular basis. If you would like your child to make use of these services, please do not hesitate to contact us and we will co-ordinate all referrals.

BICYCLES & HELMETS

Bicycles should be put in the bike racks on the west side of the school for Division 1 and on the east side for Division 2. We recommend that students use bike locks. The provincial helmet law requires the use of bike helmets for youths 18 and under. We are making the wearing of bike helmets mandatory for any bike riding students.

STAFF MEETINGS

Staff meetings are held on the third Wednesday of each month after school hours.

SCHOOL COUNCIL

School council meetings are held bi-monthly in the evening. The Carseland School Council is designed to be proactive and inclusive in school activities and school planning. We want to foster commitment and creativity which will generate a strong community spirit. Parent involvement supports the learning and development of your child, keeps you up-to-date on school activities and recognizes you as a valued and honoured member of the school community.

Parents are the most important influence in a child's life. Parent involvement in education is widely recognized as a vital component to successful students and successful schools.

VISITING THE SCHOOL

We are concerned about non-authorized people being in the school. All adults must report to the office if they are picking up their child during school hours. If you are visiting the school to speak to your child, you must report to the office, and the secretary will call your child to the office. Parents will not be allowed to pick up their child off the school grounds during school hours, they must report to the office.



VOLUNTEERS

In the past we have been fortunate to have a great many people who willingly volunteer their time to help in the classroom, help a teacher with extra work or go on field trips. Volunteers are a necessary part of Carseland School. Please sign in and out at the office. A volunteer registration form will be sent home by your child's teacher. Volunteers must have a criminal record check and a child welfare check. Please do not let this discourage you from volunteering. These checks are to safeguard your children.

HOMEWORK

Students in Grades 4,5 & 6 should be getting into the regular habit of doing some homework daily – finishing assignments, reviewing or studying for tests or organizing notebooks and book bags. Parents are strongly encouraged to assist students in homework completion by setting aside a time and place each night for their child and by closely monitoring information home from teachers. Please view your child's agenda daily to ensure that you are aware of assignments and upcoming events.

ELECTRONIC DEVICES (iPod's, handheld games, cell phones)

These devices are not to be used at school. These devices are to be used on the bus when students are travelling to and from school. When at school they are to be stored in the student's locker at their own risk.

