

Branton Handbook 2019-2020

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Bienvenue/Welcome

Bienvenue à l'École Branton! L'année scolaire 2019-2020 promet d'être une année excitante et riche en défis. Notre école connaît une très bonne réputation qui est due, en grande partie, au calibre élevé des élèves qui s'y inscrivent. Nous sommes très fiers du niveau de succès atteint par nos jeunes dans les domaines académiques, athlétiques et artistiques. A Branton, nous sommes dévoués au développement intégral de l'individu. Nous espérons que vous vivrez une année scolaire fertile en expériences enrichissantes et en succès.

The 2019-2020 school year will be an exciting and challenging one here at Branton. The fine reputation our school enjoys is a direct result of the high quality of students that Branton attracts. We are very proud of the academic, social, artistic, and athletic successes that our students experience year after year. We sincerely hope that you will make every effort to become part of the Branton community. As a staff, we are committed to total individual development and hope that you will experience a successful and rewarding school year!

Our Beliefs

Our Beliefs Branton Philosophy We are committed to improving total individual development within our community of learners. Branton recognizes the unique needs of junior high students as they begin to make the transition from childhood to adulthood.

Branton Vision Statement At Branton, students strive for individual excellence. All individuals are encouraged to become responsible, autonomous learners; we provide a safe, secure, and supportive learning environment in which individual needs are carefully respected and met.

Branton Statement of Purpose Our purpose is to develop and nurture a functional fluency in the French language so that students can further their studies with their chosen language. Teachers at Branton also expose students to the rich French-Canadian culture and history which inhabits the fabric of our country.

Code of Rights and Responsibilities

(Developed by Branton students)

Respect is the basis of our discipline policy. Rights and responsibilities are two sides of the same coin. Branton is a team of learners, leaders, and friends where everyone counts. Through our actions, words, and attitudes, we will all try to cooperate through honest and genuine communication.

Respect for others and for oneself

Everyone will be treated in a respectful manner, with dignity, recognizing and appreciating the uniqueness and role of each individual. This includes respecting and appreciating the property, feelings, and ideas of others. Students respect themselves by striving to do their best at all times.

Safety - Everyone has the right to learn in a clean, safe, and comfortable environment, free from harassment, intimidation, and violence. School Staff strive to ensure a safe environment through effective supervision.

Equality - Everyone will treat each other fairly, regardless of individual differences such as race, religion, culture, sex, sexual orientation, weight, height, or appearance.

Friendship - Having friends and working together helps boost confidence in others and ourselves. It strengthens our school and promotes a productive learning atmosphere.

Accountability - Everyone has the right and responsibility to learn and perform at their highest level, and no one has the right to interfere. Regardless of circumstances, we are responsible for the choices we make.

Community - We are not an isolated community at Branton. We are part of a larger community. Each of us is responsible for how our behavior and actions contribute to or detract from good neighborliness and the well-being of our community as a whole.

We, the Branton team, believe these rights and responsibilities to be fundamental, and they must never be taken away.

Branton School Culture

Self-Concept

The school facilitates the acquisition of a positive self-concept through successful experiences which encourage student pride in their accomplishments and efforts. The school should enhance self-concept through effective discipline and continuous positive feedback.

Environment

The school provides a warm, caring, and safe environment, which encourages a sense of pride, ownership, and accomplishment. Education is a shared responsibility, with parents, students, and teachers working toward common goals. The school should provide and encourage unique opportunities and experiences beyond the school setting to enhance individual growth.

Learning Process

The school will:

- encourage learning as a lifelong, participatory thinking process wherein students develop a love and ownership for their own learning.
- foster critical and creative thinking.
- facilitate the development of the whole child by recognizing individual needs and learning styles.
- promote the acquisition of practical living skills relevant to the outside world.
- emphasize achievement in all areas. The school provides and encourages the development of social skills, leadership skills, and responsible citizenship.

Student Conduct

There are two main rules for life at Branton: **Respect others, and Respect yourself.**

In keeping with our school philosophy, our expectations for the conduct of students at Branton emphasize self-discipline and a respect for the rights of others and the school itself. All members of our school community are expected to show respect for one another, the school property and personal property. All are expected to exhibit tolerance for individual differences. Students, staff and parents working together accept the responsibility for creating the best learning conditions together in partnership.

The Province of Alberta School Act, Section 1(7) states: A student shall conduct him/herself so as to reasonably comply with the following:

- A. be diligent in pursuing their studies
- B. attend school regularly and punctually
- C. cooperate with everyone (teachers, support staff, lunchroom supervisors, transit drivers, etc.) authorized by the Board to provide education programs and other services
- D. comply with all school rules
- E. account to their teachers for their conduct
- F. respect the rights of others.

Behaviour & Discipline Policies

It is our goal at Branton to establish and maintain a learning environment that respects the rights, well being, and property of all people. We believe that everyone here has the right and the responsibility to perform at their highest level, and no one has the right to interfere with that process. Discipline at Branton is focused on learning to correct problem behaviours, and making respectful resolutions and restitution.

Branton School staff is committed to the development and maintenance of a safe, secure school that promotes learning and encourages students to be the best they can be. The administration supports action taken by the staff to maintain a learning environment which reflects this commitment. We believe that discipline is a part of good teaching and learning. At Branton there are three main considerations in our Discipline Policy.

A. Personal Growth and Development: Adolescence is an exciting time of growth, development, and change in a young person's life. Young learners need understanding, encouragement, and guidance as they learn to incorporate self-discipline and positive choice making into their behavioural and academic learning. We encourage the development of positive relationships at Branton. Our Discipline Policy emphasizes helping students understand that positive behaviour is the result of making good choices, and negative behaviour is the result of making poor choices. Positive behaviour is respectful, cooperative, responsible, and productive. In addressing negative behaviour, our goal is to help students understand how and why their choices have been inappropriate. We provide them with the opportunity to choose more positive behaviour.

B. Consequences: Reasonable consequences, whether positive or negative, should motivate students to improve their behaviour. They need to be realistic and appropriate. School personnel will be reasonable, objective, and consistent in enforcing expectations regarding school conduct. No one individual will be allowed to continually interfere with the learning of others.

C Protection: A discipline policy should protect the basic physical and emotional safety of every individual in the school. It should also protect the environment we have established which gives our students the best chance to be as successful as they can be. Where attempts to help a student understand and modify certain behaviors fail, and where consequences repeatedly have no deterrent effect, we believe that the needs of the student body become more important than the needs of the individual. At that point, for the protection of the general school population, and for the preservation of the safe, positive learning environment, we will remove that student from the school. In most cases, this will be done through suspensions and parental contact. In serious cases, this may be done through formal suspension with the recommendation that the student be relocated to another school. The School Resource Police Officer may be asked to be involved in more serious situations.

Expectations

A state of order in the school depends on an accepted set of expectations concerning behavior.

Branton students are expected to:

- Work with staff and fellow students with respect and understanding, in a spirit of cooperation.
- Come prepared for class, ready to participate in a positive way, and bring required materials. Teachers outline their expectations in September and reinforce them throughout the year.
- Attend school daily and be on time for classes. Absences and lates should have a valid reason from parents or guardians, orally or in writing.
- Complete all assignments to the best of their ability and submit them on time.
- Be responsible for their behavior on school premises, on the way to and from school, and in vehicles used for transportation to and from school and to other locations utilized for off-campus activities; represent Branton in a dignified manner as proud ambassadors of the school.
- Replace or pay for any property that they have destroyed, broken, or damaged.
- Avoid eating in class. Food is not generally allowed in classes nor in the library or labs. Water bottles are allowed (no glass please). No food or drink anywhere near technology.

Should students make choices contrary to the above expectations, teachers and administrators, in their professional judgment, will decide on the most appropriate action.

An effective discipline philosophy teaches that people have the power to make choices. Although there may be extenuating circumstances, we are ultimately responsible for the choices we make. Staff are expected to treat students in the same way, as would a kind, firm, and judicious parent. In responding to serious and/or repeated offenses of the kind listed below, Calgary Board of Education regulations state that:

“A principal may suspend a student for unacceptable student behavior from school, from one or more class periods, courses or education programs, or from riding a school bus, for a period of ten school days or less.” The notice of suspension is sent to a CBE delegated person who meets with the student and parent/guardian to decide on further school placement either in the current school, or an alternate school or program. The police may also be involved. The following constitute the most serious offenses and will not be tolerated; most will result in formal suspension with a recommendation for alternate placement, parent contact, and probable police involvement:

- Use, possession of, or active contact with weapons, or anything that is perceived to be a weapon
- Involvement in, or association with gang-related activity
- Use, possession of, distribution of, or contact with illegal substances, including drugs and alcohol, vaping products and all e-cigarettes
- Other criminal behavior of a serious nature (i.e. vandalism, assault, threats; bullying & cyberbullying - use of racist or homophobic slurs)
- Repeated serious offenses and/or defiance

Parents and students are strongly encouraged to read and understand our policy. Parents are urged to call the school to discuss policy, methods, procedures, or any actions taken by teachers or administration. At the time of registration, they will be cosigners in accepting the responsibility of living by its expectations. Learning and practicing self-discipline, both in behavior and in academic studies, is extremely important. It provides the foundation for success, not only in school, but also throughout one's life. At Branton, we are committed to creating and maintaining a safe, positive learning environment that encourages young learners to grow and make positive choices that lead to total individual development.

Dressing for School

CALGARY BOARD OF EDUCATION Administrative Regulation 6010 Standards of Dress and Grooming

Preamble: It is recognized that there is a diversity of opinion in society as to what constitutes suitable dress for school activities. In addition, standards of dress may differ somewhat among schools, depending on the varying standards of communities.

Standards

(1) The principal or designate is encouraged to cooperate with parents and students in the development of standards of dress and grooming.

(2) The criteria to be used should include standards which will encourage:

(a) cleanliness, neatness, and generally positive attitudes;

(b) appropriateness for the particular activity; and

(c) safety in all activities.

(3) The principal or designate is responsible for ensuring that standards of dress and grooming are developed using the following guidelines for all students:

(a) appropriate clothing suitable for indoor wear,

(b) suitable footwear,

(c) special physical education clothing as required,

(d) special protective clothing in shops as required,

(e) hair that is neat and well-groomed and does not represent a hazard in work areas, and

(f) appropriate makeup.

(4) Students may wear faith-based jewelry, objects and articles of clothing at school and during school sponsored activities, as long as they are worn discreetly, do not have a proselytizing message, and meet the standards of this regulation.

(5) Students are not permitted to wear articles of clothing, jewelry or accessories that indicate or suggest membership in a sorority, fraternity, secret organization or unauthorized student group or gang.

(6) The principal may determine which articles of clothing, jewelry or accessories indicate or suggest membership in a sorority, fraternity, secret organization or unauthorized student group or gang.

(7) The principal may require any student not conforming to dress standards to return home and change to suitable clothing before being admitted to class.

Parents are responsible for ensuring their child is properly prepared for learning daily. This includes ensuring students are dressed appropriately for school according to Branton's dress code. Branton School promotes positive character; part of this is our belief in a 'dressed to work' concept. Dress respectfully for an active school environment, and comfortably for a variety of settings, which also means finding a reasonable equilibrium between individual freedom of expression and communal standards and expectations. Students may need to sit on the floor, or present in front of others which may present wardrobe challenges.

The following are not permitted:

Dress that exposes genitalia.

Visible underwear – all genders. Suggestive, rude or profane slogans on shirts.

Headgear (hats, hoods) must be removed at the door (boys and girls) – Religious/medical exemptions.

Shoes with soles that mark the floor.

Outdoor jackets in classes.

In some school environments, for example the Foods and Construction Labs, dressing safely is also important – students may not wear bare feet, loose clothing or open-toed shoes. All students will change into Branton gym strip for PE classes unless directed otherwise by their PE teacher. School Staff will determine on a case by case basis if a student dress is problematic and will seek guidance from the school administrators. Students who are found to be dressed inappropriately for school may be asked to change their clothing. Respect for others at school is at the core of our school dress policy. If your outfit makes staff/other students feel uncomfortable then it is inappropriate for

school and you will be asked to change. It's not whether you're comfortable in your own clothes and with your own body, but rather how comfortable people are around you. From time to time, Branton's Dress Policy is reviewed by School Council and staff with input from students through Student Council.

Plagiarism, Copying, and Cheating

Our students at Branton are highly motivated by marks and, generally speaking, work very hard to achieve their high academic standings. Plagiarism, copying, and cheating are not acceptable.

Plagiarism: Plagiarism is when a student hands in material as his/her own that has come from another source, most often another student or the Internet. When a teacher suspects plagiarism, (s)he will usually go to the Internet and search, using key phrases in the student's paper until the original paper can be found. Plagiarism is stealing, stealing someone else's ideas and passing them off as your own. It definitely does not enhance the student's knowledge of a subject matter, and it causes teachers to waste valuable time tracking down the original source. Teachers deal with plagiarism at an individual level. The parents are contacted, the student receives a zero on that particular assignment, and the student has to redo the assignment. Usually, when a student has been caught plagiarizing, (s)he does not repeat the mistake. If a student is referred to the office for repeated plagiarism, parents will be contacted and more serious measures will be taken, including possible suspension from classes until the situation can be resolved.

Copying: Copying homework, for whatever reason, is also not beneficial to a student's learning. Homework and assignments are designed to enhance student learning and provide opportunities to demonstrate what they have learned. This does not happen if a student is copying someone else's work. To combat copying, our policy is: when a teacher sees one of his/her students copying someone else's work, both of the students will lose marks on the assignment. The person who 'gave' the work will receive half the possible marks, and the person who 'received' the work will get zero.

Cheating: Cheating during exams or other school work will not be tolerated. Students and parents need to take a proactive stance towards cheating on exams, tests and assignments. If students have completed all assignments, paid attention in class, and reviewed the material, taking exams should not be a stressful experience that warrants cheating. Bringing notes or other aids to a test or exam indicates that the student is not prepared. If a student feels unprepared for an exam, we highly recommend that the student speak to his/her parents and make contact with the teacher to see whether postponing the exam is possible. We would rather have a student write an honest exam a day later than resort to cheating. Cheating on an exam, test or assignment may result in the student receiving no results evaluation for that exam.

Cell Phones - Owned by parents

Branton is a school which places high value on respect and safety. Students need to demonstrate respectful behavior and cooperation with our acceptable use policy for cell phones/smart phones in the building just as they do with all technology at school. Our preference is that students shut down phones and store them in their lockers during school hours. However, the following rules apply to cell phone use at Branton:

1. Students may use their cell phones before school, during lunch and after school in hallways, at their lockers and in the front foyer. Use must be appropriate and in keeping with our technology acceptable use policy. (e.g. appropriate messaging and viewing of materials)
2. Students may use cell phones/smart phones during class time for educational purposes only with teacher permission. (texting a friend or family member is not an acceptable use unless the teacher has given specific permission)
3. Washrooms and Locker rooms are cell phone/smart phone – free areas. Phones may not be brought into these areas.
4. Students may not use cell phones/smart phones during a test or exam; students doing so risk receiving a mark of zero and will have their phones confiscated.
5. There are trip-specific criteria for bringing phones on off-campus events – students and parents must agree to specific policies for trips where phones are permitted.
6. Students must ensure their cell phone/smart phone is shut off during a lockdown situation.

Students who do not follow these expectations will have their phones temporarily confiscated. They will be required to complete an assignment on acceptable use of phones at school to be signed by their parents before their phone is

returned. Students with repeated difficulties following our policies will have their phones confiscated and returned only to their parents. Parents need to note that they are the *de facto* owners of phones they provide to their children - parents may be held accountable for their child's misuse of a device.

Music playing devices and portable electronic game devices Music and game playing devices of any kind are NOT permitted in classrooms unless a teacher has given specific permission. These devices distract our students, are not always safe for students' hearing, and generally disturb the classroom climate. These items are also quite expensive and easy to misplace. The school does not accept any responsibility for locating these items should any go missing. Please leave them at home if you are concerned about losing them. Students may listen to iPods (or other music playing devices) and use game devices on the school bus, before school, during lunch and after dismissal unless otherwise directed by teachers.

Office Hours and Bell Times

The office is normally open from 8:00 AM to 4:00 PM. An answering machine will take messages outside of these hours, and is cleared as soon as possible in the morning.

Regular Day (Monday - Thursday)

0842 – 0845 – Music + Warning bell (outside & inside)

0845 – 0933 – pd. 1

0934 – 1022 – pd. 2

1022 - 1032 - Homeroom & Locker break - 10 minutes

1032 – 1120 – Pd. 3

1021 – 1209 – Pd. 4

1209 – 1257 – Lunch break - 48 minutes

1257 – 1300 – Music + Warning bell (Outside & Inside)

1300 – 1348 – pd. 5

1349 – 1437 – pd. 6

1438 – 1526 – pd. 7

Early Dismissal day (Fridays)

0842 – 0845 – Music + Warning bell

0845 – 0917 – pd. 1

0918 – 0950 – pd. 2

0950 – 0954 – Locker break - 4 minutes

0954 – 1026 – pd. 3

1027 – 1059 – pd. 4

1059 – 1119 – Nutrition Break 20 minutes - (muffins and snacks available in cafeteria)

1119 – 1122 – outside & inside bell + Music

1122 – 1154 – pd. 5

1155 – 1227 – pd. 6

1228 - 1300 - pd. 7

Attendance/Lates

Students are required by law to attend school daily. In order to get the maximum benefit of work from their education and prepare students for the world of work, regular attendance and punctuality are expected. Parents are requested to phone the school before 0830 A.M., or as soon as possible, each day that a student is absent (777-7440 – press

1). In an emergency, a note signed by the parent or guardian should be brought to the office the next day. The school takes attendance regularly throughout the day. If a student is late to school or to class, (s)he checks into the office BEFORE GOING TO CLASS to get a late slip. If a student checks out early for any reason, (s)he must sign out at the office, and must bring a note or be accompanied by a parent or guardian. Students who continue to be late to school or to class will be referred to the administration. When it is necessary to pick your child up from school early, please send them with a note and prearrange to meet them. This minimizes class disruption.

Illness at School

Sickness, injury, or accident of any kind during school hours must be reported to the office. If a student has an accident, an accident form must be filled out in the office. If necessary, parents will be contacted and asked to pick up their child from school. If your youngster is allergic or has a serious health concern, please ensure you have updated the youngster's demographic form in the main office.

Demographic Forms and Fees

Demographic forms will be coming home in early September. These forms contain very important personal information about your child. The school uses this form to call parents should an emergency arise during school hours. Please read the form carefully and ensure all information is correct, particularly business and emergency phone numbers, and email contact. Email information is very important as we do not send newsletters – we often distribute messages through email. Return the form to the school promptly and, if any changes occur during the school year, please ensure you have informed the school.

School fees are collected in the fall. Dates and amounts will be confirmed in September. That information will be posted on our school website and notices will be sent home. The cost of a gym strip will be collected with grade 7 school fees. Other grades may purchase a gym strip from our Physical Education teachers. Students in the band program pay a fee for musical instrument rental and a musical instruction fee.

A waiver request for Calgary Board fees for those who require one due to financial inability to pay is available on the CBE website www.cbe.ab.ca. Field trips and special events are an integral part of the educational setting at Branton; cost recovery fees are charged for them as they occur.

Student Leave/Extended Vacations

Extended vacations that conflict with school are not encouraged, as we have found that students' performance is negatively impacted by these breaks. Where significant travel opportunities exist for students' families, close cooperation between the home and school will somewhat minimize the interruption of academic progress. Parents must submit a letter confirming the dates of the extended vacation to the main office well in advance of departure. Students are also expected to notify all subject teachers and determine work expectations well in advance of their departure. Although teachers may attempt to provide study materials for students who are on holidays, as well as updating work on D2L, it is often impossible for students to catch up on all assignments, especially: Science labs, oral presentations, films and guest speakers, hands-on work in option classes, and group work. Taking extended vacations during school time will impact a student's achievement.

Homework & Absences

If a student is absent from school, it is THEIR responsibility to obtain homework, notes, and assignments that were given during their absence. For short-term absence, the student should call a friend in their class where possible or contact teachers via email. Students and their parents should also access D2L during an absence. Monthly calendars of exams and major projects will be prepared and posted through D2L.

Before and After School - Supervision

Supervision is provided only for those students working directly with a teacher or coach outside school hours. Students may arrive at school earlier than class time and may wait quietly in the hallways until the start of class time, or work in the Learning Centre or Learning Commons, provided they are well behaved. There is no specific direct

supervision of students in the halls until 8:30 AM. After school, students who are socializing will be asked to clear the building and surrounding area by a reasonable time. Front doors are open at 8:00 AM for students; students should not be in the building after dismissal (3:26 PM) unless they are working under the supervision of a teacher or coach.

Messages

The office staff finds it difficult to pass on the numerous phone messages left for students. Please help us by making arrangements with your son/daughter prior to them coming to school. In an emergency, office staff will endeavour to pass messages to students. We will not be contacting students in classrooms or during class time unless there is a real & serious emergency. Reminders or routine messages are not considered an emergency.

Bicycles/Skateboards

Any student choosing to bike to school must wear a helmet as it is law in the City of Calgary: "Youth under the age of 18 must wear a CSA, ASTM or Snell-approved helmet while cycling. Children younger than five need helmets specially designed for their age group." At Branton we extend this to include Skateboards, Scooters, Rollerblades and Unicycles.

Students bringing bicycles to school are requested to lock them to the racks provided with a strong and secure lock, or to store them locked in the courtyard. As bicycles have been stolen from school bike racks, the school discourages bringing very expensive bikes to school. We do not accept responsibility for the damage or loss of any bicycle. Students may ride skateboards to school, but they must be stored in the office until dismissal; students may not use them on school property or inside the school. This applies to roller blades as well.

Transit & Student Drop-Off

Students who come to school on public transit must follow all Calgary Transit rules. Good conduct while riding transit is essential to the safety and comfort of all passengers.

Students are requested to:

- not move about while the vehicle is in motion
- not litter or cause damage
- behave in a manner which does not distract, or is offensive to the operator or other passengers
- respond politely to all operator/transit personnel requests

Swearing and obscene language is not tolerated.

Contact for Calgary Transit: 403-262-1000

For parents choosing to drive their child to school, please be aware that traffic rules and common sense should be respected in the area around the school entrance. Please do not park so as to block crosswalks and respect all posted speed limits.

Halls/Backpacks & Lockers/Locks Halls/Backpacks

To prevent possible accidents, students store their backpacks in their lockers and do not carry them from class to class. Students must get all materials and books before classes, during homeroom, or at lunch time each day, and avoid going to lockers between or during classes. It is critical that the halls be kept clean. Recycling bins for cans and bottles are located in the hallways.

Lockers/Locks

Students are provided with a hall locker and physical education tote box. Since personal property that is valued is kept in these lockers, students must keep locker combinations private. Students are responsible for keeping lockers

tidy and neat. Students are asked not to place any adhesive stickers inside lockers to prevent damage. If the outside of a locker is decorated, decorations must be removed the following day. Any damage to the lockers should be reported immediately. Any student who willfully damages lockers will be responsible for the cost of repairs. Large amounts of money or valuable property should not be left in student lockers. The school reserves the right to open any school locker should it become necessary. If a student loses a lock, a replacement lock must be purchased for \$8 from the office.

Cafeteria/Lunchroom

Our cafeteria offers a variety of foods, both hot and cold, at reasonable prices. The menu is changed each week and is listed on the bulletin. Students are expected to keep the cafeteria neat and clean by putting garbage in its proper place and cleaning up any spills that may occur. Students have opportunities to work in the cafeteria (cashiers; clean up, etc.). Lunches should be eaten in the cafeteria, outside (weather permitting), or in a classroom under the supervision of a teacher. Branton students in grade 7,8 and 9 have the privilege of going off campus at lunch time. They must be good citizens in the community, be back on time, and take caution near roadways. If parents wish their children to remain on campus, they should so direct them. Going off campus at lunch is a privilege which can be suspended.

Energy Drinks and other sugar/caffeine-laden drinks & candy We are concerned with the increasing popularity of energy drinks such as Red Bull, Monster, and Rockstar. The label on a can of Red Bull lists caffeine, vitamins, carbohydrate, taurine (ox bile), and about 50g of sugar. A 250 ml can of 'Red Bull' contains 80 mg of caffeine – THREE TIMES MORE than the same amount of Coca-Cola and 1000 mg of taurine (an amino acid that has been used to treat heart disease and epilepsy). We do not allow students to have Red Bull or any other "energy drinks" in the school. Please discuss the effects of caffeine with your child so that we can help our students understand the unhealthy (and potentially dangerous) consequences of abusing it. 'Slurpees' and large fountain drinks with lids are not allowed in school; 'pixie stix' or sugar straws are also not allowed.

Student Phone

A telephone (near the main office) is provided for student use. Students are requested to use the phone only when absolutely necessary and to receive permission from a classroom teacher if using the phone during class time. Please be advised that erroneous 911 calls may result in suspension and involvement of our school resource police officer.

Final Examinations

Students at all grade levels write final exams. For grades 7 & 8, teachers use the exams to help evaluate learning outcomes; the raw scores are reported on the final June Report Card. Grade 6's & 9's write Provincial Achievement Tests; raw scores are also reported in June. The Final Exam schedule is posted on the school web page.

Parent Involvement and School Council

Parents are always welcome at Branton. We have a strong parent volunteer program that assists students and staff in many ways. Look for the parent volunteer form that comes home at the beginning of the school year to sign up for volunteer opportunities. Should you wish to discuss student progress, feel free to phone teachers or request an appointment. We ask that parents not disrupt class time, or the time right before homerooms, to discuss individual students, as this makes it very difficult for teachers to carry on with instruction.

School Council

The Branton School Council exists for parents, teachers, support staff, students, and community members to work together to provide leadership for the school community and to contribute to the effectiveness of the school by:

- increasing meaningful communication among all groups that have a significant stake in the success of the school.
- creating greater awareness and enabling involvement and support for the school within the stakeholder community and beyond.
- participating in the making of relevant school decisions, policies, and plans.

Throughout the year, Council meets on the third Monday of each month (unless specified otherwise) at 7pm in the library. A summary of Council business and the agenda for the next meeting are published in the school website and

minutes are emailed to those who attend.

Guidance and Health Services

Guidance Services

The Branton Guidance Counselor provides a variety of services to students, teachers, parents, and administrators. Through counseling, consulting, and coordinating, the counselor works to assist students to understand and accept their responsibilities, interests, and personal development so that they may make more valuable decisions about their future.

Particular services provided include:

- personal and group counseling, especially relating to academic issues or issues with peers
- teacher and/or parent conferences
- career planning and high school registration, in conjunction with Health classes
- orientation for Junior and Senior High entries + High School registration
- crisis counseling
- referrals to outside agencies

Students and/or parents are encouraged to contact the guidance counselor for confidential discussions. Through cooperation with teachers and parents, we seek to support each student so they have a happy and successful experience at Branton.

Health Services

A Community Health Nurse from Calgary Health Services will be in the school regularly and by request as a resource to students and staff. Appointments may be made through the school secretaries. Parents must inform the school if their child has a severe medical problem or is taking medication that may affect their performance or safety. Parents should ensure that their child's immunization records are up to date. An immunization program is scheduled for Middle School aged students..

Learning Centre & Learning Commons

We recognize that every student is an individual with his or her particular learning style. The goal of our resource program is to address the exceptional educational needs of our students using a team problem solving approach. At Branton, our resource group provides assessment and follow up in both English and French, as time permits. The Resource Teacher may work with a student in his/her regular class, individually, or as part of a small group of students sharing the same educational concern. We believe very strongly in a consultative approach, seeking input from all those involved in analyzing student learning profiles and developing subsequent educational strategies. Room 19 is open to all students.

Homework Help in Room 19 Monday to Thursday 8:00am – 4:00pm Fridays 1:00 – 2:00pm

Students are welcome to use the learning commons for research, study, collaboration, project-work, and leisure reading but not to play video games on school computers. Classes are booked by their teachers. Individual research and book exchange is encouraged if space permits. The French and English resources are integrated. We have a wide variety of French and English tech tools as well as Internet access. We have a Learning Commons Pages Club that we encourage students to join. Pages help in the Learning Commons for forty minutes per week, shelving books, processing magazines and books, working at the circulation desk, and keeping order. Parents are welcome to volunteer during school hours. The school learning commons is also open before school hours and at lunch with teacher supervision for students to engage in school work.

School Activities

In order to help generate a warm school environment at Branton, teachers are encouraged to sponsor various clubs and activities that will enable students to focus their energies positively outside the classroom. These activities also generate rapport between students and teachers, as well as providing student leaders with an opportunity to hone their skills. In general, the student activities function within the areas of Athletics (intramurals, officiating, etc.), Clubs (knitting, etc.), Fine Arts (band and drama presentations), Leadership (planning student activities, grade 6 orientation,

etc.), and Service (cafeteria work, library assistance, etc.).

School Dances

Branton students provide leadership in the planning and implementation of our dances. All school rules remain in place, including no drugs or alcohol being permitted.

The following basic guidelines are applicable for Branton's dances:

- dances are open to Branton students only
- students attending an evening school dance may not reenter the school after leaving
- students wishing to come to a dance late (after the doors have been locked) should bring a note to the supervising teacher in advance
- school dress expectations are in effect for dances

Branton Interscholastics

Branton School sponsors a variety of inter-school activities for boys and girls as part of a balanced program of physical education. School teams enhance the opportunity for students to further develop their physical skills, physical fitness, social skills, attitudes, knowledge, and understanding. The following school teams are offered depending on the availability of coaches and facilities: Cross Country Running, Soccer, Volleyball, Basketball, Wrestling (boys and girls), Badminton, and Track and Field. Students learn and grow when they are educated in a positive environment. Branton has made a commitment to making competitive experiences as positive and educational as possible, for the athletes, officials, coaches, and spectators. Student athletes are recognized in three assemblies per year.

Branton Intramurals

Intramural activities are an extension of the regular physical education program and provide an opportunity for students to participate in an organized recreational activity. Intramurals are held over the lunch hour most days. The fitness room is also open at lunch. While participation is voluntary, students are encouraged to participate, make new friends, and have fun. Opportunities exist for team competitions, individual competitions, clubs, and self-directed activities (by signing out equipment from our sports room). Activities may include: tug of war, volleyball, basketball, badminton, capture the flag, and special events.

Major Off-Campus Trips

Branton has a long history of promoting learning through travel and experience. Grade 8 students have an opportunity to visit Ottawa, Montreal and Quebec City to learn about the history and culture of French Canada. Grade 9 students have the opportunity to participate in West Coast sail training and marine biology study. Grade 9 students may also choose to participate in exchange programs to France, including OSEF. Excellent citizenship in the school is a requirement for participation in all Branton trips, as is good academic standing (working to best ability). CBE trips are accessible to all students regardless of cost; participation in individual fundraising activities is a requirement for students and their families who are seeking financial assistance. Please contact school administration if you would.

Student Awards

In addition to regular Student of the Month recognition for each home room grouping, Branton School has Special Awards given at the end of each school year:

- A. Fern Bourassa Award: awarded to the top grade 9 student as determined by the teachers. This student will have exhibited outstanding performance in all areas.
- B. Al Snider Award: certificates will be given to students in all grades who worked on Student Council.
- C. Myles Tytula and Shirley Stevens Award - for top grade 9 male and female athletes
- D. Hugh Mitchell Award: awarded to the grade 9 student who provided the most extensive service to the school.
- E. Rick Hansen Award – nominated annually by students in all grade levels for those making a difference for others.
- F. Student of the Year – Based on nominations for Student of the Month, students are selected from each class.

Student of the Month Awards are given from October to May – teachers identify a variety of strengths and contributions to class life; at the end of the year, students selected are eligible for a cumulative award. Athletes are recognized for their participation on school teams – special recognition is given to those who are on 3 or more teams, and 5 or more teams.

Branton School Commitment to Excellence

We ask that you and your child discuss these commitments, and then both sign it. We look forward to a great year together as a school community.

School Commitment

1. Set high expectations for student achievement and provide an environment where students can enrich every aspect of their life
2. Develop oral and written French language proficiency
3. Model respectful, positive, professional behavior in working with students and parents
4. Contact parents and be available as needed

Parent Commitment

1. Have your child arrive at school on time every day; phone the office for lates or absences
2. Avoid any extended leave that would interrupt the child's academic progress
3. Encourage and maintain high achievement in all subject areas
4. Support the delivery of the French program as indicated by your child's teacher
5. Support the administration and staff in their efforts to maintain an orderly, disciplined, safe and caring school environment
6. Attend parent/teacher conferences following reporting periods
7. Make homework a priority and ensure that your child is respecting the school dress policy

Student Commitment

1. Demonstrate respect, responsibility and other virtues in daily conduct
2. Listen to all staff members and parent volunteers
3. Participate in all activities and community service as appropriate
4. Speak French to best ability in all classes where it is the language of instruction
5. Display a positive attitude with adults and other students
6. Complete all assignments and homework and strive for excellence
7. Respect and follow the school dress policy