

HANDBOOK FOR FAMILIES

2018-2019



Home of the Saints

Yellow and Blue (School Colours)

Please sign and return student fees and the forms at the back of this booklet in the envelope provided to your homeroom teacher by September 14th

- Demographic Update
- Consent Form Student Images/Work
- Leaving School Property, Senior High Only

WE ARE A NUT AND SCENT AWARE SCHOOL

Life Threatening Allergies

Our school is **peanut aware** - students are **not** permitted to bring products containing **peanuts** to school.

Scent Reduced Environment

We have a number of staff and students that are sensitive to scents. Exposure to perfume, cologne and other scented products like hairspray and deodorants could trigger serious health reactions to individuals with asthma, allergies, migraines or other chemical sensitivities. A scent-reduced environment will promote a healthy and safe school for all. We ask that you refrain from wearing scented products when you visit our school.

Principal

JENNIFER MCMULLEN
ngrhprincipal@ssrce.ca

Vice-Principal

EVAN MONAHAN
ngrhsvp@ssrce.ca

Guidance

ANN LAMBE
alambe@ssrce.ca

New Germany Rural High School
44 School Street

New Germany, NS
B0R 1E0

Website: <https://ngrhs.weebly.com>

Email: ngrhs@ssrsb.ca

Follow us on Twitter @ssrsbngrhs

Telephone Directory

Main Office	902-644-5000
Fax	902-644-5010
Guidance (Ann Lambe)	902-644-5003
Attendance Line	902-644-5004

Please feel free to email or phone the school with any concern or request you require. Ms. Terri Foster and Ms. Janet Slauenwhite, our administrative assistants, are in the office from 8:00 am – 3:30pm. The school also has voice mail.

Please do not leave a message regarding emergency matters or matters concerning after school arrangements. We recommend you keep trying until you reach a staff member.

NGRHS STUDENT SUCCESS PLAN GOALS

2018-2019

Student Achievement Goals to be reviewed, edited and monitored for 2018-2019. Once new goals are decided upon, this will be communicated to the school community.

- **Cross - Curricular goal:** To incorporate outdoor learning and local knowledge throughout our Junior High and Senior High curriculum delivery.
- **Mathematics Goal:** Students will demonstrate improvement in mathematics.
- **Literacy Goal:** Students will demonstrate an improvement in their written expression.
- **Safe and Inclusive Learning Environment Goal:** To create and run a “Free Store” to provide for students’ basic needs.
- **Additional goal:** To provide staff with the tools and strategies necessary to meet the needs of our students with learning difficulties.



HANDBOOK FOR FAMILIES



September 6th, 2018

Dear New Germany Rural High School Families:

Another school year begins! It is our pleasure to welcome back students to New Germany Rural High School for the 2018-2019 school year! A very special welcome to all of our new grade 7 students! □ We look forward to catching up with all of our returning students and families as well as meeting those of you who are new to the New Germany Rural High School community!

The New Germany Rural High School staff is dedicated to working with the entire school community to engage ALL students in quality, equitable education within a healthy, safe and respectful environment. Students receive the best education when students, families and staff work together as a team. We encourage you to be an active participant in your child's learning by keeping open communication between you and your child's teacher(s). Let's all support each other to ensure that our students have an enjoyable and productive year at the Home of the Saints!

Continuing this year is an addition of seven minutes of teaching time to our daily schedule. This will allow for 14 Wednesday afternoons that students will be dismissed early at 1:20 pm (Embedded CLT). From 1:30 pm – 2:50 pm staff will be working on Student Success Plans and Curriculum on Provincially mandated programs and services.

This Handbook contains information about the everyday happenings of our school. If you have any questions please contact us for clarification. We ask that you complete the attached forms (at the back) and return them to your homeroom teacher by **September 14th, 2018**.

We wish you all the best and have a great year!

Sincerely,

Jennifer McMullen
Principal

Evan Monahan
Vice Principal

School Communication Plan
New Germany Rural High School - 2018-2019

Communication regarding achievement, behaviour and attendance is essential in facilitating a successful school experience for all students. Families, students, and

educators must work together in partnership to maintain open and effective communication.

Methods of Communication:

The school will use various methods for communicating with families:

- Telephone calls
- E-mails
- Newsletters
- Written feedback on assessments
- Formal and informal meetings
- Notes home
- Faxes – where applicable
- School website
- Teacher websites
- Twitter
- ALERT messages
- Casual conversations (at school functions/performances/athletics, etc.)
- Program Planning meetings
- Parent/student/teacher conferences
- Parent nights (grades 6 and 12)
- Report cards
- Text messages

Important dates:

Tuesday, November 13, 2018	Report Cards go home (10-12)
Monday, November 26, 2018	Report Cards go home (7-9)
Thursday, November 29, 2018	Parent Conferences 1-3pm and 6:30-8pm
Friday, February 8, 2019	Report Cards go home (10-12)
Thursday, April 11, 2019	Report Cards go home (7-9)
Thursday, April 18, 2019	Parent Conferences 1-3pm and 6:30-8pm
Thursday, May 2, 2019	Report Cards go home (10-12)
Friday, June 28, 2019	Report Cards go home (7-12)

Protocol for Family Communication with the School and Staff:

Families can contact the school and individual teachers through the following methods:

- Call the main office at 902-644-5000

- Email: access our website at: <https://ngrhs.weebly.com> to find individual email addresses
- Fax # 902-644-5010
- Email the school at ngrhs@ssrsb.ca
- Mail: 44 School St., New Germany, NS B0R 1E0

Please note that teachers may be difficult to reach throughout the day as they are instructing in their classrooms. You may leave a message with the administrative assistants or send them an email, and teachers will do their best to respond within 48 hours.

Meetings with teachers should be pre-arranged through phone contact or email. Dropping in to see teachers is discouraged as they may be instructing, attending meetings, providing supervision, or facilitating other activities.

For situations involving individual students, please speak directly to the teacher first. If you are unable to meet a satisfactory conclusion, please contact the vice principal or principal.

FAMILIES

Duties and rights

25 (1) It is the duty of parents to



- (a) support their children in achieving learning success;
- (b) cause their children to attend school as required by the regulations;
- (c) communicate regularly with their children's school;
- (d) ensure the basic needs of their children are met, including ensuring that their children are well-nourished and well-rested when they go to school;
and
- (e) support their children's teachers in their efforts to provide an education for their children.

Education Act and Regulations of Nova Scotia

NGRHS STAFF LIST – 2018/2019



Principal – Jennifer McMullen (ngrhsprincipal@ssrce.ca)
Vice Principal – Evan Monahan (ngrhsvp@ssrce.ca)
Guidance – Ann Lambe (alambe@ssrce.ca)
Admin Assistants - Terri Foster and Janet Slauenwhite
Custodians – Dwayne Sarty, Craig Bolivar and Kim Morey
Cafeteria – Sheila Wentzell and Terri Robar
Library Tech – Linda Mailman
Computer Tech – Jennifer Newell

Teachers:

Kelly Barker
Marlene Blezy
Sherrene Conrad
Kathryn Creaser
Lindsey Croft
Christine DeLong
Tammy Gaudet
Nicole Gosling
Mike Howlett
Sheri Jackson
Trevor Kendall
Stephanie Lowe
Geoff Marshall
Amy McCallion
Marcus Noel
Mike O’Hearon
Jeff Rhodenizer
Steve Risser
Michelle Slauenwhite
Chris Wentzell
Diane Wilband
Mike Wilson
Carmen Woodworth

TAs

Krista Emino
Jennifer Fancy
Pat Houghton
Natasha MacKay
Tanya Snyder
Natalie Sawler



Early Dismissal / Embedded Time Schedule 2018-2019 School Year

Wednesday, October 17
Wednesday, October 31
Wednesday, November 14
Wednesday, December 5
Wednesday, January 9
Wednesday, January 23

Wednesday, February 6
Wednesday, February 27
Wednesday, March 13
Wednesday, May 8
Wednesday, May 22
Wednesday, June 5

Embedded Time Day Schedule

1st	8:48- 9:35	First Period
2nd	9:35-10:20	Second Period
	10:20-10:30	Recess
3rd	10:30-11:15	Third Period
4th	11:15-12:00	Fourth Period
	12:00 – 12:10	Locker Break
5th	12:10-12:55	Fifth Period
	12:45- 1:20	Lunch
	1:20	Dismissal



Collaborative Learning Teams

What they mean for your child

Together. Inspiring students to reach their full potential.

Your child's health, well-being and learning are very important. Our goal is that students receive the best possible education in an environment that is welcoming, fair and supportive, and where everyone has high expectations and works together for the good of all.

The most important factor for student learning and well-being is the quality of teaching. To improve teaching quality, teachers need ongoing professional learning.

"Teaching quality exerts greater influence on student achievement than any other factor in education - no other factor even comes close."

Darling-Hammond, 1999; Hanushek, Kain, O'Brien & Rivkin, 2005; Thompson and William, 2007

To ensure our teachers get this professional learning, we have adopted a collaborative learning structure in our schools. Teachers are organized into small groups (based on grade, subject, etc.) that work together to discuss curriculum, examine teaching techniques and review student data. The benefits to teachers include:

- they learn from other teaching styles
- they receive regular feedback
- they discuss teaching and learning with colleagues
- they can problem solve, exchange strategies and work together to grow as professionals

To allow teachers the opportunity to participate in collaborative learning time, our schools have embedded this time into the school day. On 14 days of the school year, the school day has been reduced by 90 instructional minutes for students. To ensure your child doesn't miss any instructional time, all other school days have

been extended by an average of seven to 10 minutes for the entire school year. The 14 meeting dates can be found at www.srsb.ca/wp-content/uploads/2015/08/School-Calendar-2017-2018.pdf.

Evidence-based research shows the following benefits to students and their families:

- Improved student engagement
- Increased student learning in all areas
- A classroom environment where students can work using their preferred learning styles and talents
- Decrease in the number of times teachers are away from their students for professional development
- Enhanced examination of student work so supports are in place sooner
- Improved instruction and assessment practices
- Improved relationships and social emotional competencies

Feedback from your children's teachers shows that being part of a collaborative learning team is allowing them to grow as teachers and showing them how to adjust their teaching practices to improve student engagement and achievement.

To view an example of a collaborative learning team conversation at one of our schools, visit <https://www.youtube.com/watch?v=Ay1o2olcngI>. This is a short clip of a conversation about trying to improve a student's literacy levels. These conversations usually last about 90 minutes and involve two to six teachers. If you have any questions, please contact the principal.

"Quality teaching is not an individual accomplishment, it is the result of a collaborative culture that empowers teachers to team up to improve student learning beyond what any one of them can achieve alone."

Carroll, 2009

CALENDAR for 2018-2019



Monday, September 3 - Labour Day
Thursday, September 6- First day for students
Tuesday, September 11 – Picture Day
Thursday, September 13 – Stand up Against Bullying Day (wear pink!)
Thursday, September 13 – Dance 7pm
Monday, September 17 – African Dance Workshop (gr 7-9) 9am-Noon
Wednesday, September 26 – SAC Meeting 6:30pm
Thursday, September 27 – 12:45 – 2:45: We X Day. Social Justice. Full school.
Thursday, September 27 – Academic Awards 6pm
Friday, September 28 - Regional In-service Day
Tuesday, October 2 – Staff Meeting
Friday, October 5 - Regional In-service Day
Monday, October 8 – Thanksgiving Day
Tuesday, October 9 – Gr 7 Immunizations
Wednesday, October 17 – CLT (90-minute early dismissal)
Tuesday, October 23 – Retakes and Grad pictures
Wednesday, October 24 – Grad pictures
Wednesday, October 24 - Wellness Expo – ALL DAY
Wednesday, October 24 – SAC Meeting 6:30pm
Friday, October 26 – PD Day
Tuesday, October 30 – Dance 7pm
Wednesday, October 31 - CLT (90-minute early dismissal)
Monday, November 5 – Staff Meeting
Sunday, November 11 - Remembrance Day
Monday, November 12 - Observation of Remembrance Day
Wednesday, November 14 – Gr 9 Take our kids to work day
Wednesday, November 14 - CLT (90-minute early dismissal)
Monday, November 19 – Grading & Classifying Day (7-9)
Thursday, November 22 – AARAO Tour – 9:30 – 10:30am
Thursday, November 22 – Report cards (10-12)
Monday, November 26 - Report Cards (7-9)
Wednesday, November 28 – SAC Meeting 6:30
Thursday, November 29 - Parent/Teacher 1:30pm – 3:00pm, 6:30pm – 8:00pm
Monday, December 3 – Staff Meeting
Wednesday, December 5 - CLT (90-minute early dismissal)
Wednesday, December 5 – Night of the Arts – 7pm
Thursday, December 6 – Dance 7pm (snow date is Dec 13th)
Friday, December 21 - Last Day before Holiday Break
December, 24 to January 2 – Holiday Break
Thursday, January 3 - First Day after Holiday Break
Tuesday, January 8- Staff Meeting
Wednesday, January 9 - CLT (90-minute early dismissal)
Wednesday, January 23 – CLT (90-minute early dismissal)
Thursday, January 24 - NSVS Exams
Wednesday, January 30 – SAC Meeting 6:30pm
Monday-Thursday, January 28-31 - Semester 1 Exams
Friday, February 1 – Report Card Prep Day (10-12)
Friday, February 1 - Semester 1 Ends

Monday, February 4 - Begin Semester 2
 Tuesday, February 5 – Staff Meeting
 Wednesday, February 6 - CLT (90-minute early dismissal)
 Thursday, February 7 – Dance 7pm
 Friday, February 8 - Report Cards (10-12)
 Monday, February 18 - Heritage Day
 Wednesday, February 27 – CLT (90-minute early dismissal)
 Wednesday, February 27 – SAC Meeting 6:30 pm
 Monday, March 4 – Staff Meeting
 Wednesday, March 13 - Embedded CLT (90-minute early dismissal)
 Friday, March 15 - Last Day before Spring Break
 March 18 to March 22 – Spring Break
 Monday, March 25 - First Day after Spring Break
 Monday, April 1 - Report Card Prep Day (7-9)
 Tuesday, April 2 – Staff Meeting
 Tuesday, April 9 – Gr 7 Immunizations
 Wednesday, April 10 - CLT (90-minute early dismissal)
 Thursday, April 11 - Report Cards (7-9)
 Thursday, April 18 - Parent/Teacher 1:30pm – 3:00pm, 6:30pm – 8:00pm
 Friday, April 19 – Good Friday
 Monday, April 22 - Easter Monday
 Wednesday, April 24 - CLT (90-minute early dismissal)
 Wednesday, April 24 – SAC Meeting 6:30
 Thursday, April 25 – Dance 7pm
 Monday, April 29 - School-Based In-service Day
 Wednesday, May 1 – Night of the Arts 7pm
 Thursday, May 2 - Report Cards (10-12)
 Monday, May 6 – Staff Meeting
 Wednesday, May 8 - CLT (90-minute early dismissal)
 Monday, May 20 - Victoria Day
 Wednesday, May 22 - CLT (90-minute early dismissal)
 Wednesday, May 29 – SAC Meeting 6:30pm
 Thursday, May 30 – Dance 7pm
 Tuesday, June 4 – Staff Meeting
 Wednesday, June 5 - CLT (90-minute early dismissal)
 Wednesday, June 12 – Extracurricular awards night 6:30pm
 Friday, June 14 – Grade 6 Orientation (NGES/WNES) 9am- 10:30am
 Monday, June 17 - NSVS Exams
 Wednesday-Monday, June 19-24 - Semester 2 Exams
 Tuesday, June 25 – Senior Prom
 Wednesday, June 26 – Grading and Classifying Day (10-12)
 Thursday, June 27 – Grading and Classifying Day (7-9)
 Thursday, June 27 – Graduation 7pm
 Friday, June 28 - Report Cards go Home; Last day



New Bus Dismissal Protocol – NGRHS

Drivers will be called at 2:53

Bell Rings at 2:55

Students get their items from their lockers and are dismissed for the day

Students on first run should board their busses

Students on the second run or that walk may be in:

The learning commons

On the brick, steps, grass, or pathway outside the front of the building

In the lobby

An announcement will happen for last call for first run

When second run busses arrive, an announcement for second run will happen

After second run leaves, walkers may go

Breakfast Program

All students are offered the opportunity to have breakfast at school. Teacher volunteers provide the program at no cost to our students.

School Visitation/Picking up Students

For student safety, only our front entrance is used when parents come to our school. All visitors, **including family members**, are expected to sign in at the office every time they come into the school. There is a clipboard for everyone entering and exiting the building to sign in /out.

When picking up children or bringing them to school during the school day, you are also expected to sign in/out at the office. Our administrative assistants will call students being dismissed early to the office.

Cancellation of School

Situations occur when school may have to be cancelled (weather, furnace breakdown, etc.). If the weather is inclement, please listen to CKBW or CBC early in the morning, or go online to <http://www.ssrce.ca>

There are times when school is closed after children have arrived. If there is an early dismissal, it will be announced on CKBW. However it is **EXTREMELY** important that you as a parent inform your child(ren) where they are to go in case of unscheduled school dismissal.

Student Insurance Program

The School Insurance Program's Basic Coverage automatically insures every eligible child attending public school in Nova Scotia. This coverage is provided without deductible and at no cost to students, families or schools. Basic coverage is provided to cover students during school hours, school activities and travel to and from their school. Additional coverage can be purchased for a cost of \$13.50/year. If you are interested in the Superior Coverage Plan, please visit the office to pick up an information flyer with further details.

For complete benefit descriptions and/or additional information, please refer to the policy found on the website – www.sip.ca

Lockers

Lockers are provided as a convenience for all students. Students are responsible for keeping their lockers clean and orderly. No decorations are allowed on the outside of the locker.

Lockers must be kept locked while students are not present. Lockers and the locks are school property and therefore are subject to search by School Board employees, agents or the police. Lockers can be searched without notification to students or parents if deemed necessary by the school administration.

A record of locker assignments will be kept with each homeroom teacher and in the main office. Any student changing their assigned locker must notify their homeroom teacher for approval and record keeping purposes. All lockers are the property of the school. It is expected that students will treat them with respect. If lockers are damaged or defaced, students are to inform the office and the student responsible will be asked to pay for the damages or clean the locker. Students are advised not to share their locker combinations with others.

The Program Planning Process

The program planning process is a team approach to planning an appropriate education for students with special needs. Members of program planning teams are those who have responsibility for the student's learning. These include: Family Members, Principal/Vice Principal, Teacher, including Resource Teacher, other professional staff and additional members, depending on learning needs of the student and personnel resources of the school board and community.

Through the program planning process, students with special needs are supported in the achievement of learning outcomes of the Public School Programs (PSP) curriculum and/or the student's individual program (IPP). An IPP is a statement of annual individualized outcomes and specific individualized outcomes based on the student's strengths and needs that is developed and implemented for every student for whom Nova Scotia's public school programs curriculum outcomes are not applicable and/or attainable.

NGRHS has a Program Planning Team. This team meets weekly to discuss student progress and student programs.

Attendance/Academic/Social Development

School attendance is directly related to both academic success and positive social development. We know that students with regular attendance:

- Have fewer gaps in their learning, particularly in mathematics, reading and writing because they have had more hours of instruction.
- Are more confident to participate in class and tend to ask and answer more questions.
- Keep up better with homework assignments, which help them further benefit from classroom instruction.

- Are better connected to their peer groups because classmates hang out with friends they can rely on being there each day.
- Develop stronger social skills
- Become more confident learners.

Sometimes we may not think about the impact of missing school days. For example, if students miss 20 days during the school year (approximately 2 days per month) they have missed:

- Over 10% of the school year (about one month)
- Four weeks of instructional time (crucial for early learners especially in areas of numeracy and literacy)

New Germany Rural High School Attendance Policy – 2018/2019

Student attendance requires a joint commitment from students, families, educators, and the community. Regular attendance at school has a direct correlation to student achievement. It is important that families communicate with the school, to ensure the most accurate tracking of attendance.

Reporting

To report an absence, late arrival or to notify the school that a student needs to leave early please call the school at 902-644-5000

Lateness

Students must report to the office to get a late slip if they are late for classes. Teachers will admit the student and record the time of arrival in Power School.

Students should:

- attend school regularly
- attend all classes on time and ready to learn
- speak to teachers when they have been absent so as not to fall behind
- speak to teachers prior to going away for an extended period of time to arrange to access work while away – teachers are not expected to provide work in advance of when it will be regularly taught
- seek support if they are experiencing difficulty attending
- must sign into the office and get a late slip if arriving late
- must sign out in the office if leaving early

Families should:

- encourage their child(ren) to attend school regularly
- call the school to communicate absences
- call the school to communicate late arrival
- call the school if there are extenuating circumstance that prevent students from attending
- try to arrange family trips outside of school time

Teachers and Administration will:

- Record attendance daily
- 5% - contact with home by teacher – call will be logged and teacher will notify administration (Early Interventions)
- 10% - administration will meet with student and meet with parent where possible (if not, phone contact) – contact will be logged (Early Interventions)
- 15% - administration will meet with student and parent and log contact (Targeted Interventions)
- 20% - Administration will meet with student at recommendation of teacher for potential loss of credit (Targeted Interventions)

Early Interventions:

- Up to 10-15% absenteeism
- Focus should be on developing relationships with students and families
- Phone calls home
- Outside agency supports
- Possible development of attendance plan or contract
- School based and board based supports (RCH, Student Services, Schools Plus, Psychologists, Mental health, etc.)
- Discuss the danger of losing the credit at high school level

Targeted Interventions:

- 15% absenteeism or higher
- Developing/amending student attendance plans/contracts
- Identify and connect student and family with new or additional school based, board based, or outside agency supports
- Restate the danger of losing credit in a course at the high school level
- Alternative programming or alternative educational settings, such as resource (if needed), the alternate school, or behavioral support

Loss of Credit:

- Grades 10-12
- At 20% absenteeism students may be at risk of losing their credit in that course.
- Teachers can recommend loss of credit for students
- Teachers and administration will use their professional judgment with regards to the reasons for absenteeism
- Principal will work in consultation with the teacher to make the final decision.
- Principal is ultimately responsible for the final decision
- Strong efforts to engage student and implement interventions should have been in place prior to loss of credit.

- School board cannot overturn the principal's decision

Senior High Absences Chart:

Length of Classes	Total Possible # of Classes	5%	10%	15%	20%
Semestered	110	6	11	17	22
Full Year (1 credit)	110	6	11	17	22
Full Year (2credits)	220	11	22	33	44
Semestered Half Credit	55	3	6	8	11

NGRHS LATE and TRUANCY INTERVENTION (Grade 7-12)

Students who arrive late to class will be marked tardy. A total of three unexcused lates to class will result in a referral to the office.

1-2 lates = Conference with teacher

3 lates = Referral to office and friendly reminder

4 lates = Referral to office (1 working detention and contact home)

5+ lates = Referral to office (2 working detentions/in school suspension)

1st skip (unexcused absence) = Referral to office + make up lost time)

2nd skip (unexcused absence) – Referral to office + detention + make up lost time + contact home

3rd skip (unexcused absence) – Referral to office + 2 detentions + make up lost time

4th skip (unexcused absence) – Referral to office + in school suspension (s) + contact home

Smart Phone / Personal Electronics

Many students now own a Smart Phone and/or Personal Device. Our goal at NGRHS is to prepare our students for 21st Century Learning. At times these devices will be used in the classroom to enhance their learning. During instructional time, students may have permission to use their Smart Phone and/or Personal Devices by their classroom teachers for educational purposes only. **During school emergency situations phone calls, texting, emailing and accessing social media is not permitted by students to ensure accurate communication.*

Video recording in classes or on school property and posting on social media sites is **strictly prohibited** unless it is part of a class assignment and permission sheets have been completed and meet the requirements of the South Shore Regional School Board policy “Display and Distribution of Students Creative Work”.

Texting has become a popular method of communication between parents/students and friends. Texting will be prohibited during instructional time as it interrupts the learning environment. If students misuse their smart phone or electronic device during structured time, students may lose the privilege of their device for the class or the remainder of the school day.

Issues dealing with electronic devices will fall within the parameters of the “Responsible Use of Technology and the Internet SSRSB Policy”.

Parents/Guardians are asked not to text or phone their son/daughter during **instructional time**. Please note these times, which are indicated at the beginning of this handbook. If there is an emergency, please phone the office at 902 644-5000 and the administrative staff will give the message to the child as soon as possible.

Consequences for misuse of mobile device:

1. Friendly Reminder
2. Behaviour Log Entry
3. Teacher/Student Conference
4. Family Contact
5. Automatic Office Referral for Chronic Disruptive Behaviour

2018-2019
SCHOOL DAY

Senior High Schedule

1st	8:48	First Period
2nd	9:50	Second Period
	10:50	Recess
3rd	11:00-12:00	Sr. Third Period
	12:00-12:45	Senior Lunch
4th	12:45-2:00	Sr. Fourth Period
	2:00	Locker Break
5th	2:05-2:55	Fifth Period

Junior High Schedule

1 st	8:48	First Period
2 nd	9:50	Second Period
	10:50	Recess
3rd	11:00-12:15	Third Period
	12:15-1:00	Lunch
4 th	1:00-2:00	Fourth Period
	2:00	Locker Break
5 th	2:05-2:55	Fifth Period

SCHOOL FEES

Home room teachers are responsible for collecting student fees. All fees are asked to be paid by September 14, 2018. An envelope has been provided to return all forms and fees.

STUDENT FEE

\$35.00 Fee payable by **all students** Grades 7-12.
*Family rate for student fees \$65.00.

ATHLETIC FEE

Fees help to cover the cost of referees, transportation and equipment. The fees are as follows:

- \$40.00 Track and Field, Cross-Country, Badminton, Junior Softball
- \$50.00 Junior Soccer, Senior Softball
- \$55.00 Senior Soccer
- \$60.00 Junior Volleyball
- \$70.00 Junior Basketball and Senior Volleyball
- \$90.00 Senior Basketball

	Bus Dismissal								
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LEAVING SCHOOL EARLY

Students leaving school early must sign out at the office just prior to leaving. For classes missed a written excuse is to be provided to the office or the office must receive a phone call within 3 days.

EXCUSABLE ABSENCE

Reasons for student absences from school may be accepted or rejected by the school. STUDENT SICKNESS, MEDICAL APPOINTMENTS, SERIOUS ILLNESS or DEATH in the FAMILY are considered acceptable excuses. Students at New Germany Rural High will be excused from class when they are involved in school co-curricular and extra-curricular activities.

Students who miss school must bring a written excuse, dated and signed by a parent or guardian for every absence, including single periods during the day or call the absence line at 644-5000. This must be presented no more than three school days after the absence. Excuses will be kept on file in the office. If an excuse is not submitted within three school days immediately following the absence, the absence shall be considered inexcusable.

ATHLETIC AND EXTRA-CURRICULAR PARTICIPATION

With the privilege of participating in extra-curricular activities comes a level of responsibility. As a participant in athletics or other extra-curricular activities at New Germany Rural High, you represent yourself, your family, your community and your school. The responsibilities and expectations placed upon you by other students, teachers and administrations are significant. Therefore, you are asked to represent New Germany Rural High with respect by being respectful, responsible, and inviting.

ATHLETE’S DUTIES

As an athlete at New Germany Rural High you have many duties, some of which are:

- Be respectful to visiting teams and officials.
- Show respect for athletic equipment and facilities.
- Dress in an **appropriate manner** for home and away games.
- Be responsible for uniform neatness and management.
- Advise your coach if you are unable to attend a practice or game.
- Become involved in student council or team specific fundraising efforts.

ACADEMIC ELIGIBILITY

Participants in extra-curricular activities must meet academic expectations:

- In a semester you must take not less than three courses and a total of six courses for the year.
- You must be under the age of 19 effective September 30th of the current school year.
- Courses and school attendance must be satisfactory.

- Students are expected to maintain a **60% plus average**. Coaches and supervisors will have the power to address special exceptions to the expectation if it is felt the student is working to potential.
- Students are to follow the Provincial Code of Conduct and all policies when they are attending school functions.

ACCIDENTS

Should you become ill during the day, you may not leave school without first reporting to the office. Your parent/guardian will be called to come and get you. If transportation arrangements cannot be made, you must remain at school. If you are injured at school, you must report your injury to the office within 24 hours of the injury to ensure insurance coverage.

VISITORS

The Administrative team at New Germany Rural High have a legitimate interest in avoiding disruption to the educational process, protecting the safety and welfare of the students and staff, and to protect the school's facilities and equipment from misuse or vandalism. Limitations are placed on visitors to avoid disruption to school operations and to prevent any possible problems relating to the overall safety of all our staff and students. Any person other than New Germany Rural High students, staff, or South Shore Regional School Board personnel are regarded as visitors and need to report to the administration office upon entering the building. Permission to remain in the building will be granted in cases of official education business. No student visitors will be permitted for any other reason.

VALUABLES

Students are warned not to leave their valuables unattended (e.g.: book bags, electronic equipment, purses, wallets, etc). The school cannot accept responsibility for the loss of personal property. You are responsible for the replacement cost of lost/damaged books; jerseys and equipment so please take good care of them.

ACADEMIC EXCELLENCE RECOGNITION PROGRAM

Students will be recognized for their Academic Excellence according to the following guidelines:

Scholar Recognition	- 95.0 - 100.0 average
Distinction Recognition	- 90.0 - 94.9 average
Honor Recognition	- 85.0 - 89.9 average

Averages are determined for grades 7-12 students as follows:

Junior High 7-9

- > The average of:
 - English
 - Science
 - Mathematics
 - Social Studies
 - Healthy Active Living
 - French
 - Physical Education
- Plus One Elective: Visual Art
Exploring Music

Senior High 10-12

- > The average of English and the next top four courses.

EVALUATION POLICY:

Final grades for courses (grade 10-12) and subjects (grade 7-9) at NGRHS are calculated using a running total of all work completed throughout the semester or year. The report cards received in November and April are snapshots of that particular student's progress up to that date. The grade that a student receives on their report cards at the end of the course/subject shows the entire picture of that student's progress. Parents/Guardians are encouraged to periodically check the Parent Portal of PowerSchool for up to date information on their child's progress in their courses/subjects. It is also important for parents/guardians to review the

Communication Plans given to students by their teachers on the first day of classes.

Parent/Student Portal <https://sisssrsb.ednet.ns.ca/public/home.html>

ACHIEVEMENT AWARDS

NGRHS has had an Achievement Awards system in place for years. Students accumulate points based upon their participation in activities: 72 points = certificate, 85 points = silver NG pin, 125 points = gold NG pin, 150 points = gold NG pin and a chain guard, 200 points = gold NG pin with a pearl and chain guard, 250 points = gold NG pin with a diamond and chain guard.

1. The Student Achievement Awards Committee will be advised and monitored by a committee of staff members.
2. Points will be designated as follows:
 - Activities that are less than full year in duration - maximum 3 points
 - Activities that are full year in duration - maximum 6 points
 - Yearbook editor and student council executive - maximum 10 points

Maximums are to reflect the varying degrees of participation within an activity. The advisor of each activity is to make this decision.

SPORTS, CLUBS AND COMMITTEES

The following is a list of sports, clubs and committees available to students who attend NGRHS. It is by participation in these and other activities that students accumulate points towards their Achievement Award.

Volleyball	Social Justice
Basketball	Dance Committee
Badminton	Drama
Soccer	Green Team
Softball	Techsploration
Cross Country	Yearbook
Track & Field	Sr. Prom Committee
Band	Art Club
Breakfast Program	
Student Council	
Cross Country	

Consent Form Student Image(s)/Student Work 2018/2019

Student Name: _____

Grade: _____

I consent to the school, to the South Shore Regional School Board, and the Nova Scotia Department of Education and Early Childhood Development publishing my child's name, image (photo), grade, course, and school attended, including being photographed or interviewed by the media.

I also consent to the South Shore Regional School Board publishing my child's student work, and the department using my child's student work (such as student writing) for the purposes of teacher professional development, and photos in a publication or on its website.

This consent is limited to the purposes of recognizing and encouraging student achievement, teacher professional development, building school community, and informing others about the school and its programs and activities.

I understand that I may withdraw this consent at any time by contacting my child's school principal, in writing. This consent is valid for one year after the date of signing.

- Yes, I consent
- No, I do not consent

Signature of legal guardian (or student if 19 years of age or older): _____

Date: _____

If you have any questions or concerns about how the school, school board, or the department is managing information about your child, or about anything in this consent form, please contact your child's Principal, or the school board's information access and privacy officer.



LEAVING SCHOOL PROPERTY PROCEDURES

GRADE 7-9 STUDENTS

During the school day, all students are expected by family members and the school staff to be in school or on school property. Students who need to leave are required to present a note from Parent/Guardian to the office to give permission before the office will permit the student to leave. Students are required to sign out when they leave and sign in when they return. Generally speaking students are not allowed to leave school property unless they are picked up by family members. Students who do not adhere to this face disciplinary consequences. Families are asked to come to the school office to sign out the student before leaving.

GRADE 10-12 STUDENTS

If families of grade 10-12 students want their child to have permission to leave whenever they do not have a regularly scheduled class then we ask families to authorize this permission for the whole year by signing the following. Be advised that failure to sign in/out, poor attendance, and/or lack of academic effort will lead to the loss of the sign out privileges for all senior high students. **Students are to come to the office to sign in and out.**

Thank you for your assistance in keeping the channels of communication open between us.

Jennifer McMullen
Principal

Evan Monahan
Vice-Principal

New Germany Rural High School has my permission to allow my child,
_____ a grade 10 11 12 (please circle) student,
to leave school property during the school year 2018-2019 when they **do not
have a scheduled class.** **Grade 10 and 11 students are permitted lunch-
time sign out only.**

Signature of Legal Guardian

Date