

**STUDENT / PARENT HANDBOOK**



**Kamloops School of the Arts**

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**Principal: Ms. S. Griffith  
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# Kamloops School of the Arts Handbook

*Kamloops School of the Arts is committed to increasing students' academic success, critical thinking and creativity through research-based, arts driven education.*

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## **MESSAGE FROM THE ADMINISTRATION**

Welcome to Kamloops School of the Arts

Kamloops School of the Arts is a school of choice, one of several in the Kamloops/Thompson school district. What a splendid choice you have made for your son or daughter. At KSA students are challenged to integrate into their curriculum studies the various art forms of music, drama, dance and visual arts and at a later date the option of integrating the media arts. We have read often enough that the highest order of thinking in education is to apply creatively knowledge and understandings, here at KSA students are trained and challenged to do this repeatedly with their learning. Our results to date are outstanding as we have seen time and time again in student demonstrations of learning via POD-sharings, coffee shop performances, juried portfolios, tests of students' literacy; and with our BC provincial examination results being among the best in the district.

This is an exciting school that offers students who attend it an opportunity to experience curriculum delivery in a different way. All schools across British Columbia struggle with how best to address the redesigned curriculum and in this regard we are no different, what makes this school special is our goal to proactively integrate the arts. Our demonstrations of learning are integral to what we do here at the school and our goal is to be ever focused on how we might do this more effectively as the school grows and matures into a K-12 school of the arts. This challenging goal can only be achieved with the ongoing support of parents and the broader community in addition to the professional commitment of teachers and support staff who work here at KSA.

As the inaugural vice-principal of KSA K-12, I welcome your son or daughter to the school and ask that you too be an integral part of the school's success by being proactively involved in your child's schooling. We have a healthy and generous PAC who need the support of parents right through to high school. I invite you to be a part of the PAC where you can make our school even stronger.

Best wishes to you and your children as they engage in their learning along with other students who have similarly chosen to be a part of something special where the arts form a key component of student learning.

*Greg Hall*

## PBIS MATRIX



# Kamloops School of the Arts School Wide Expectations



We are all responsible for our space and for creating a positive learning environment.

|                            | Inside School & Classroom   | Outside  | Hallways/<br>Washrooms  | Cyberspace   | Special Events  |
|----------------------------|---|--|---|--|---|
| <b>S</b><br>Safety         | <ul style="list-style-type: none"> <li>✓ Obey food and scent sensitivity rules</li> <li>✓ Only be in appropriately designed spaces</li> <li>✓ Use equipment appropriately</li> <li>✓ Listen &amp; Pay attention</li> <li>✓ Ask for permission to leave</li> </ul> | <ul style="list-style-type: none"> <li>✓ Protect each other</li> <li>✓ Listen to announcements</li> <li>✓ Be aware of your surroundings</li> <li>✓ Dress for the weather</li> </ul>                            | <ul style="list-style-type: none"> <li>✓ Report unsafe conditions</li> <li>✓ Use doors safely</li> <li>✓ Use facilities as intended</li> </ul>  | <ul style="list-style-type: none"> <li>✓ Practice safe digital citizenship</li> </ul>  | <ul style="list-style-type: none"> <li>✓ Keep your hands and feet to yourself at all times</li> <li>✓ Be aware of your surroundings</li> <li>✓ Stay with your class</li> </ul>                    |
| <b>T</b><br>Teamwork       | <ul style="list-style-type: none"> <li>✓ Include everyone</li> <li>✓ Set goals and follow through</li> <li>✓ Be a good listener</li> <li>✓ Share knowledge &amp; offer constructive criticism</li> <li>✓ Share materials &amp; equipment</li> </ul>               | <ul style="list-style-type: none"> <li>✓ Work together to solve problems &amp; be a good sport</li> <li>✓ Be a role model</li> <li>✓ Wait your turn &amp; share equipment</li> <li>✓ Include others</li> </ul> | <ul style="list-style-type: none"> <li>✓ Smile &amp; acknowledge each other</li> <li>✓ Follow instructions of all staff quickly &amp; efficiently</li> <li>✓ Create positive, accepting spaces</li> </ul> | <ul style="list-style-type: none"> <li>✓ Share your expertise</li> <li>✓ Be a problem solver</li> <li>✓ Come prepared</li> <li>✓ Treat shared work with care (e.g. google docs)</li> </ul> | <ul style="list-style-type: none"> <li>✓ Help others if needed</li> <li>✓ Be dependable</li> <li>✓ Applaud &amp; encourage others</li> </ul>  |
| <b>A</b><br>Accountability | <ul style="list-style-type: none"> <li>✓ Be on task &amp; complete your work</li> <li>✓ Show your best effort</li> <li>✓ Be on time &amp; prepared</li> <li>✓ Leave areas clean</li> </ul>  | <ul style="list-style-type: none"> <li>✓ Be kind</li> <li>✓ Choose peaceful solutions</li> <li>✓ Use appropriate language</li> </ul>   | <ul style="list-style-type: none"> <li>✓ Know where you're going</li> <li>✓ Walk quietly &amp; with the flow</li> <li>✓ Hush, flush, wash</li> </ul>  | <ul style="list-style-type: none"> <li>✓ Follow technology/phone protocols</li> <li>✓ Be on task</li> <li>✓ Be kind</li> <li>✓ Be aware of rules regarding school account</li> </ul>       | <ul style="list-style-type: none"> <li>✓ Give quick attention to the speaker</li> <li>✓ Be ready to attend</li> </ul>   |
| <b>R</b><br>Respect        | <ul style="list-style-type: none"> <li>✓ Respect others ideas &amp; property</li> <li>✓ Use resources appropriately</li> <li>✓ Dress for learning</li> <li>✓ Demonstrate appropriate manners</li> </ul>   | <ul style="list-style-type: none"> <li>✓ Treat others the way you would like to be treated</li> <li>✓ Accept differences &amp; include others</li> </ul>   | <ul style="list-style-type: none"> <li>✓ Demonstrate appropriate language (verbal and <u>non-verbal</u>)</li> <li>✓ Respect others privacy &amp; belongings</li> </ul>                                    | <ul style="list-style-type: none"> <li>✓ Visit school appropriate sites</li> <li>✓ Respect privacy rights</li> <li>✓ Think before you post</li> </ul>                                      | <ul style="list-style-type: none"> <li>✓ Give presenter full attention</li> <li>✓ Show appreciation in appropriate ways</li> <li>✓ Allow others to enjoy the presentation/ performance</li> </ul> |

## DISCIPLINE

Kamloops School of the Arts students are expected to conduct themselves in a safe and considerate manner at all times. Problems are dealt with by supervisors and a system is in place where teachers and administrators are informed of issues. When students are having serious or persistent problems, parents are contacted and alternate arrangements for these students may have to be made. Students are expected to demonstrate appropriate behaviour at KSA and while on field trips.

Using the above PBIS Matrix, teachers will teach the desired behaviour in the appropriate location. Initial and minor infractions will result in the skills or behaviours being retaught. Further or more severe infractions may be dealt with at the administrative level.

## **OFFICE HOURS**

Office hours at Kamloops School of the Arts are from 8:00 am to 4:00 pm, Monday to Friday.

## **SUPERVISION**

All students are supervised between 8:25 am and 3:00 pm by staff. Students are urged not to arrive before 8:20 am, unless they have a sponsored activity such as sports practice, or band rehearsal. Supervision is not provided before or after school.

## **PARKING AND TRAFFIC**

We believe strongly in the safety of our children, therefore, please make sure you are aware of parking and traffic routines at our school. Students are reminded to follow road safety at all times. Students are required to use the crosswalk and look both ways before crossing the street. Pick-up and drop-off occurs at the top of the school on the north side of Fraser Street.

## **STUDENT ABSENCE REPORTING**

To report your child's absence please call this toll free number before 8:30 am **1-844-350-2647** or visit [kdsd.schoolconnects.com](http://kdsd.schoolconnects.com). A username and password has been issued to all parents using the email address provided to the school in order to access the Safe Arrival program. Options for reporting absences include a phone call, an app or an online reporting tool.

## **STUDENTS ARRIVING LATE**

It is important for students to understand the need to be punctual. Students are to enter the school, at their class' designated door at the morning bell. Students who are not in their classrooms by the 8:30 hour are considered late and must still report to the office for signing in. Lateness is noted on report cards and may also affect students' effort marks.

## **FIRE DRILLS AND LOCKDOWN DRILLS**

School fire drills are carried out on a regular basis in accordance with the School Act and in cooperation with the officials of the Fire Department. As well, several lockdown drills are held throughout the year.

## **WEATHER**

Please make sure your children are dressed appropriately. In the winter, the weather can change drastically during the day. This also affects our footwear. Elementary students should have separate inside and outside footwear. Because it is good for our bodies, students are expected to be outside during break. In the summer, students should come to school with sunscreen and a hat for playing outside.

## BELL SCHEDULE

| Elementary Bell Schedule |   | Bells scheduled to ring outside only |
|--------------------------|---|--------------------------------------|
| 8:20                     | Warning   | 8:20 (warning to come in)            |
| 8:25–9:15                | Period 1 (50 minutes)   |                                      |
| 9:15–10:05               | Period 2 (50 minutes)   |                                      |
| 10:05–10:20              | Recess (15 minutes)   | 10:20 (end of recess)                |
| 10:20–11:10              | Period 3 (50 minutes)   |                                      |
| 11:10–12:00              | Period 4 (50 minutes)   |                                      |
| 12:00–12:49              | Lunch (49 minutes) <ul style="list-style-type: none"> <li>• 12:00-12:20 inside</li> <li>• 12:20-12:44 outside</li> <li>• 12:44 warning</li> </ul> | 12:44 (warning to come in)           |
| 12:49-1:39               | Period 5 (50 minutes)   |                                      |
| 1:39-2:25                | Period 6 (46 minutes)   |                                      |

| Secondary Bell Schedule |  | Bells scheduled to ring outside only |
|-------------------------|--|--------------------------------------|
| 8:20                    | Warning  | 8:20 (warning to come in)            |
| 8:30–9:32               | Period 1 (62 minutes)  |                                      |
| 9:32-9:37               | Transition (5 minutes)   |                                      |
| 9:37-10:41              | Period 2 (64 minutes)  |                                      |
| 10:41–10:56             | Long Break (15 minutes)  | 10:56 (end of long break)            |
| 10:56–12:00             | Period 3 (64 minutes)  |                                      |
| 12:00-12:49             | Lunch (49 minutes) <ul style="list-style-type: none"> <li>• 12:44 warning</li> </ul> | 12:44 (warning to come in)           |
| 12:49-1:53              | Period 4 (64 minutes)  |                                      |
| 1:53-1:58               | Transition (5 minutes)   |                                      |
| 1:58-3:00               | Period 5 (62 minutes)  |                                      |

- Note:**
- \* **Monday, Tuesday, Thursday & Friday rotate on their own**
  - \* **Wednesday rotates through the year independently of M, Tu, Th & Fri**
  - \* **Period 5 on Wednesdays becomes A&E**

## **REPORTING TO / COMMUNICATING WITH PARENTS**

In accordance with the School Act, teachers will provide three formal written reports (secondary will provide four) and two informal reports. The informal reports can be conferences, interviews, telephone calls, open houses, portfolios, Back and Forth books or Student Planners. If parents require further information or would like to share information important to the welfare of their child, they are asked to contact the teacher to make an appointment. Monthly newsletters are sent home with students, posted as an email attachment and on our website. A copy is also available at the front counter.

Please Note: Administration and teachers at Kamloops School of the Arts believe that parents are partners in education. If parents have questions or concerns about their child in the classroom setting, they are first required to contact the classroom teacher to make an appointment to discuss concerns. In the event that a resolution cannot be attained after consultation with the classroom teacher, parents are asked to inform the teacher of the impasse and are then welcome to make an appointment to see the vice-principal and/or principal.

## **FOUNDATION SKILLS ASSESSMENT**

The Foundation Skills Assessment is an annual province-wide assessment of British Columbia students' academic skills, and provides a snapshot of how well BC students are learning foundation skills in Reading Comprehension, Writing, and Numeracy.

The main purpose of the assessment is to help the province, school districts, schools and school planning councils evaluate how well students are achieving basic skills, and make plans to improve student achievement. FSA is designed and developed by British Columbia educators. The skills assessed are linked to the provincial curriculum and provincial performance standards.

The assessment is administered annually to Grade 4 and 7 students in public and provincially funded independent schools.

## **STUDENT SERVICES - COUNSELLING DEPARTMENT**

Counselling appointments for secondary student may be booked through the secretary. As well, students who have a quick question are welcome to stop by the office outside of class hours without an appointment.

### **All students:**

Personal/Social - the school counsellor and/or district consultants are the students' advocates. These are people for students to talk to when they need help. This typically includes one or more one-to-one meetings, and depending upon the needs of the student may also include facilitating access to community supports such as health care, Child & Youth Mental Health,

MCFD, Interior Community Services, etc. As well, all SD 73 school counsellors have received training for screening students at risk of suicide.

**Education/Career** - The school counsellor assists with course selection consultation and student timetables, course challenge requests, access to and consultation regarding post secondary information and information sessions, as well as, tracking progress toward graduation through completion of all required courses.

The school counsellor works closely with teachers, parents, learning assistance teachers, and administration to monitor/support students at risk of failing, or who are experiencing significant emotional or behavioural challenges. Supports may include: School Based Team Meetings, one-to-one counselling, peer tutoring, program changes, referral to outside agencies, Summer School recommendation, etc.

**Grade 12 Students** are further supported with grad transitions, scholarship information, and consultation regarding post secondary programs/schools.

## **STUDENT SERVICES - LEARNING ASSISTANCE ELEMENTARY**

Specialized programming is provided for students by the learning assistance resource room teacher(LART). Teachers, after consulting with parents, may choose to refer students for learning assistance. Speech and language support, learning assessments, behaviour supports, and counselling is available. Access to specialized programming in the school is initiated through the classroom teacher. Each child on an Individual Education Program (IEP) has a case manager who works with parents to create a learning plan to support the needs of the child.

## **STUDENT SERVICES - LEARNING ASSISTANCE SECONDARY**

This program offers learning assistance assessment, remediation and course assistance to students referred by counsellors or teachers. Students needing specific help may be timetabled into the LAC room. Some of the services provided by LAC include: assistance with academic courses; adapted learning materials; tutoring; word processing; organizational help; study skills; assignment tracking; test support and proofreading. Students completing online courses may also use this area. Parents are welcome to contact the school counsellor for further information.

## **MEDICAL POLICY**

Please contact the school if your child has any health issues or potentially life-threatening conditions that we need to be made aware of. No medications (prescription or non-prescription) are to be administered by school district employees without prior written consent of the parent/guardian and doctors must sign a Request for Administration of Medication at School

form which includes written medical advice from a physician. For more information, please see district policies 1006.1 and 1006.2 at [www.sd73.bc.ca](http://www.sd73.bc.ca).

## **ELEMENTARY STUDENT SCHOOL SUPPLIES AND FEES**

School supplies are purchased in bulk by the school district. Students pay a user fee in September and are provided with their supplies for the year. Parents will receive a newsletter early in September regarding the fee schedule.

## **SECONDARY STUDENT FEES**

### **Academy fees**

Kamloops School of the Arts is a fine arts academy that offers in-depth study of the major art forms of music, dance, visual arts and drama as well as integration of music, dance, visual arts, drama and media arts into core curriculum in Grades 8-12; 25% of our secondary students' learning involves the study of these arts. Fees vary depending on the major and minors chosen.

### **District textbook fees**

As per district policy 506.4, the textbook deposit will be \$50 per student to a maximum of \$100 per family. The textbook deposit will be held by the school until the student graduates or withdraws from the school provided that the textbooks are returned in a suitable condition at the end of each semester or school year. If the textbooks are damaged or not returned at the end of the semester or school year, the school will not refund the original deposit and may charge an additional deposit fee of \$50 per student to a maximum of \$100 per family at the beginning of the following semester or school year.

## **PARENT INVOLVEMENT**

There are several ways in which you can be an active parent at Kamloops School of the Arts. Our Parent Advisory Council meets at the school on a regular basis, and the meeting dates are published in the school newsletters. Many people volunteer in our school. Their involvement is greatly appreciated and allows us to expand our programs and to support children in ways that we otherwise would not be able to do. Whenever parents are in the school, we emphasize the importance of confidentiality. Records and personal information are confidential and we expect our parents to respect that. Regular volunteers are required to sign a volunteer agreement, and all visitors to the school must sign in at the office.

## **TECHNOLOGY AGREEMENT**

All students must sign the Student Use & Consent Form. Students using District technology resources are expected to follow the same regulations both during and outside of school hours.

District resources must be used responsibly and not for any purpose except educational purposes. Illegal acts committed on or through District technology resources may be reported to legal authorities. Illegal acts may include, but are not restricted to, hacking into systems or deleting files to which the student does not have access privileges, introducing viruses or downloading or copying copyrighted material.

## **INTERNET ACCESS**

Most times students are accessing the Internet during class time while under the direct supervision of a staff member. Students may also use the internet during lunch hour or on long break in the library under the supervision of a library aid. A signed Internet form is on file for all of our students to access the Internet. These forms are handed out to parents at the beginning of each school year.

## **DRESS CODE**

In accordance with SD73 School District Policy No. 612.1:

Students are expected to dress in a manner appropriate for an academic environment. A student's appearance, clothing, or cleanliness will not be permitted to disrupt the educational process for themselves or others nor can it constitute a threat to health or safety. When the school administration determines that a student's appearance to be disruptive at school, or is considered to be a threat to health or safety, the student will be required to make necessary changes.

The following examples are not considered acceptable. Please Note: In any of these violations, students will be asked to cover up or will be given a school shirt to wear for the day and told not to wear the offending clothing to school again.

- Clothing with logos and sayings that promote the use of products that are illegal, racially offensive, contain sexual innuendos or profanity, or promote any form of harassment or violence are not permitted.
- Clothing cannot be a distraction to others within the learning environment. Revealing or see-through clothing is not accepted.
- For safety and health reasons, footwear must be worn at all times (with the exception of gymnastics/dance).
- Appropriate gym strip as outlined by your child's teacher should be at school and available to students at all times.

## **GYM STRIP FOR P.E. AND DANCE CLASSES**

On days when elementary students have dance or PE, they are required to wear a T-shirt, shorts (or other flexible clothing like yoga pants), and non-marking running shoes. Primary class clothing requirements will vary with individual teachers; please check with your child's teacher for details.

The following gym strip and materials are to be supplied by all secondary PE students: gym shoes, gym shorts or sweat bottoms, gym shirt or sweat top, and a lock for the gym locker. The student should also have warm workout clothing for the winter months.

Secondary dance students require jazz shoes and workout wear.

## **ATHLETICS**

Kamloops School of the Arts offers a variety of extra-curricular sports programs. Intermediate students are able to participate in volleyball, basketball, track and field, and our after school sports program. Parents are asked to discuss with their children and together, make wise decisions about joining activities and committing to school teams. A gym strip is required for these programs. In the interest of participation and school spirit, chosen team members have demonstrated a sincere wish to play.

## **FIELD TRIPS**

Field trips are an extension of classroom programs. Parents will be notified in advance and must sign a permission slip in order for their child to participate. Parent volunteers are most often needed to help supervise children. Parent drivers are asked to complete a form for insurance purposes. Please note that no elementary child is allowed in the front seat of a vehicle that is equipped with an air bag. In addition to this, please note that the provincial regulations regarding use of car seats is in effect and must be followed for any trip involving transporting children. Parent drivers are requested to go directly to and from the field trip location, without any additional stops, during field trips. Thank you for your co-operation. Students are expected to behave on field trips in the same good manner in which they conduct themselves at the school.

## **LOST AND FOUND**

Students are responsible for their own belongings. Items of value should not be brought to school. Lost items may be located in the lost and found in front of the main office.

## **LOCKS AND LOCKERS**

Secondary students must put a lock on their lockers. Locks can be purchased from the office for \$10. Lockers are a part of school district property and can be subjected to search at any time. Student have a responsibility to keep their lockers clean and free of rotting food or other odours.

## **USE OF PHONES**

School phones are business phones, students may use the phone with teacher permission. Student cell phone use at KSA is at the discretion of the classroom teacher. As a general rule, cell phones should be turned off and put away unless otherwise directed by the teacher. At no time will the use of any personal electronic device invade or infringe upon the personal privacy or safety of any member of the school district community. (School Board Policy 406.1)

## **LIBRARY**

The Kamloops School of the Arts library has a full collection of fiction and nonfiction materials for readers from Kindergarten to Grade 12. It is also a great place to read and study. Students have opportunities to exchange library resources during school hours. Students are responsible for materials borrowed from the library and need to return them by their due dates. Most materials have a loan period of two weeks. Fines are usually issued if books are lost or damaged, but students are encouraged to speak with the librarian if this happens. Students should keep materials:

- stored in a dry bag
- in places out of reach of younger siblings or pets
- away from food or drink
- safe from the elements

## **GRADUATION**

Eighty (80) credits in grades 10 – 12 are required for graduation. Sixteen (16) of the credits must be grade 12 level, including English 12 or Communications 12 or First Peoples English 12. The sixteen credits are in addition to the Graduation Transition Plan.

In order to graduate, all students must complete Graduation Transitions. This 4 credit course is designed to help graduating students plan for success. Students meet with the Grad Transitions coordinator, approximately every 6 weeks, (Terms 1 -3), in order to monitor progress.

## **JURIED PORTFOLIO**

This is a 2 credit course, compulsory for all grade 11's & 12's, it helps prepare students to apply to fine arts programs in universities as well as showcasing their very best work. It is an independent study course. Students will meet throughout the year with a teacher specialist in their chosen discipline to receive guidance and feedback as they prepare a portfolio showcasing their accomplishments in their chosen Major. Teachers will also assist in developing the content and criteria for each portfolio. In January, Grade 12 students will present their portfolio to a panel that will provide a mark based on the previously established criteria. At year-end, Grade 11 students will present their portfolio to a panel that will provide a mark based on the previously established criteria.

## **PLAGIARISM SCHOOL POLICY**

### **Purpose**

Academic integrity (honesty) is necessary for all researchers, writers, or artists. We must be able to provide the chain of information and ideas for our audience back to its origin. It is important to be respectful of all original work (intellectual property). Plagiarism is stealing. We need to understand that simply changing content layout does not transfer ownership of the original idea. For example, “if I steal your blue bike and paint it red, do I now own it? I did do work on it after all”. Also, remember research is to be used to support your own writing or creation not to drive the product.

### **Consequences**

#### **Step 1: Learning from our mistakes**

The classroom teacher will work with the student to reteach citation expectations and procedures. The teacher will keep a record of the type of offence and of the relearning opportunity or any consequence given. Following the completion of a re-learning opportunity, the student will be permitted to redo the assignment or complete an alternate assignment as determined by the teacher. Depending on the severity of the plagiarism and the intent, the student’s effort mark for the course may be affected. Parents may be contacted upon the teacher’s discretion.

#### **Step 2: Interventions for repeated plagiarism**

Student will be referred to school administration for non-compliance. Administrators will contact parents. A consultation will be held with the teacher in determining a suitable make-up assignment in addition to the completion of an assignment to show their learning about plagiarism. Students may face an in-school suspension. The student’s effort mark will be lowered.

#### **Step 3: Disciplinary Action for multiple offences**

Student may be referred to the Superintendent’s office to for an academic hearing with parents and administration present. Possible consequences could include a directed suspension.

## **ARTS AND EXTENSIONS: WEDNESDAY AFTERNOONS FOR SECONDARY STUDENTS**

Like last year, A&E will run on Wednesdays except for the first Wednesday of every month. Those will now be used for Study Hall or for visiting guest speaker spots.

### **Career Education 8-9:**

- all Wednesdays except for the first of every month.
- grades 8&9
- attendance is mandatory and can be tracked
- curricular focus will be on an arts-integrated Career Education program

### **Planning 10:**

- all Wednesdays
- attendance is mandatory until Planning 10 is done.
- after Planning 10 is completed, attendance is mandatory only if teachers indicate that work or assignments are behind and students are directed to go to Study Hall.
- curricular focus is Planning 10
- students will be assessed by @KOOL teachers

### **Juried Portfolio 11-12:**

- all Wednesdays except for the first Wednesday of every month
- attendance is mandatory until Juried Portfolio is complete
- sessions are split up into workshops, time with mentors & time to work on the portfolio
- assessment will take place when the Portfolio is presented

### **Study Hall 8-12:**

- First Wednesday of every month when secondary teachers are collaborating
- All Grade 10s have to attend until Planning 10 is complete
- Students are referred to attend Study Hall by classroom teachers if they are behind in their work
- If secondary students are not working on Planning 10, and have not been told to attend Study Hall, they may leave the school at 1:58 pm

## CALENDAR AND IMPORTANT DATES

### Kamloops School of the Arts Calendar 2016-2017

| DATE   | ACTIVITY                     |
|--|------------------------------|
| Tuesday, September 6                           | School Opens                 |
| Friday, September 23                           | Pro-D Day – NO SCHOOL        |
| Monday, October 10                             | Thanksgiving Day – NO SCHOOL |
| Friday, October 21                             | Pro-D Day – NO SCHOOL        |
| Friday, November 11                            | Remembrance Day – NO SCHOOL  |
| Monday, December 5                             | Pro-D Day – NO SCHOOL        |
| Monday, December 19 to Sunday, January 2, 2017 | Winter Break                 |
| Tuesday, January 3                             | School Reopens               |
| Friday, January 20                             | Pro-D Day – NO SCHOOL        |
| Monday, February 13                            | Family Day – NO SCHOOL       |
| Friday, February 24                            | Pro-D Day – NO SCHOOL        |
| Monday, March 20 to Sunday, March 31           | Spring Break                 |
| Friday, April 14                               | Good Friday – NO SCHOOL      |
| Monday, April 17                               | Easter Monday – NO SCHOOL    |
| Monday, April 24                               | Pro-D Day – NO SCHOOL        |
| Monday, May 15                                 | Pro-D Day – NO SCHOOL        |
| Monday, May 22                                 | Victoria Day – NO SCHOOL     |
| Friday, June 30                                | Admin Day                    |



## SCHOOL DISTRICT No. 73 (KAMLOOPS / THOMPSON)

1383 - 9<sup>th</sup> Avenue, Kamloops, B.C. V2C 3X7

Tel: (250) 374-0679 Fax: (250) 372-1183 [www.sd73.bc.ca](http://www.sd73.bc.ca)

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August 2016

Dear Parents:

RE: Fair Notice - Threat Assessment

The safety of our children is a top priority for us all. I want to make you aware that as a school system, we have been involved in intensive safety training with our community partners – the police, Child & Youth Mental Health and the Ministry of Children and Family Development. Together we have developed a district plan for responding to all situations in which students may be posing a threat to themselves or others.

I want to inform you that we have a policy in place that requires principals to activate a multidisciplinary “threat assessment” protocol in all cases of students making significant high level threats to harm themselves or others. The policy is #542.1 and is available on the school district website at [www.sd73.bc.ca](http://www.sd73.bc.ca). The purpose of the assessment is to determine how best to support high risk students so that their behaviour does not become harmful or destructive. If your child comes home and tells you that a student has behaved in a threatening way at school, please let the school know immediately and please be assured that your principal will take measures to deal with the situation in a positive and proactive manner. If your principal invites you to a meeting to discuss safety concerns about your own child, please be assured that the policy is being followed and that the goal is safety.

This letter is intended to assure you that as a school community, we will not accept “no response” to a serious threat. Our goal is to respond to all threats in a professional manner that provides for a healthy and caring learning environment.

Sincerely,

Alison Sidow  
Superintendent of Schools

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