

EASTEND
SCHOOL

HANDBOOK

2025 - 26

Principal Message

On behalf of all our staff I welcome you to Eastend School, where “Together We Are Better”. Our vibrant school community is built on the foundation of collaboration and unity, and to believe that all of us can reach our full potential. We believe that engagement is key to success and we encourage our students to actively participate in all aspects of their education, both inside and outside the classroom.

We are proud of our positive school culture where respect, kindness, and inclusivity are celebrated and embraced. We foster a supportive and nurturing environment where every student feels valued and accepted. We are proud of our strong connection to the greater Eastend community, and know that through extracurricular activities, community service projects, and leadership opportunities we support our students to become compassionate, responsible citizens who will give back to our community. Together, we strive for excellence.

We hope you will use this handbook to find valuable information about our expectations and goals for our school. I am always willing to meet with parents and our office is always open. Please feel free to stop by our office for a visit. We are looking forward to a positive and productive school year.

Marla Poisson

Mission and Vision

Mission: At Eastend School, students and staff believe we can ALL reach our potential given sufficient time and the right support.

Motto: “Together We Are Better”



School Contact information

Staff

Principal: Marla Poisson
306.295.3601

mpoisson12@chinooksd.ca

SST/Kindergarten: Julie Kerr

jkerr@chinooksd.ca

Grade 1/2/3: Dianne Johnson

djohnson01@chinooksd.ca

Grade 4/5/6: Jennifer Lundsten

jlundsten@chinooksd.ca

Grade 7/8/9 Subham Singh

ssingh09@chinooksd.ca

Math/ PE/ PAA: Misti Gordon

mgordon84@chinooksd.ca

Sciences: Julie Lacey

jlacey@chinooksd.ca

Library Technician: Laurie Laird

llaird@chinooksd.ca

Office Manager: Marion Sanford

msanford24@chinooksd.ca

Educational Assistant: Nicole Whitney

nwhitney@chinooksd.ca

Educational Assistant: Dana Duke

dduke94@chinooksd.ca

People that come to our building

Career Counsellor: Drew Bailey

drewbailey@chinooksd.ca

School Counsellor: Victoria Kent

vkent61@chinooksd.ca

Driver Instructor: Suzanne Stearns

sstearns@chinooksd.ca

SaskDLC Online Facilitator: Mikalie Fairbrother

Mickalie.Fairbrother@saskDLC.ca

Bell Schedule:

8:55 a.m. Warning Bell/ Oh Canada/ Announcements
9:00 a.m. Period 1
10:00 am Period 2

11:00 a.m. Recess

11:08 a.m. Warning Bell
11:10 a.m. Period 3

12:10 p.m. Noon Break

12:55 p.m. Warning Bell
1:00 p.m. Period 4

2:05 p.m. Recess

2:13 p.m. Warning Bell

2:15 p.m. Period 5
3:20 p.m. All Students Dismissed

Please note that students are given adequate time in the morning and afternoon for a break. If you need to contact your child, please call the school phone line and we will happily give them a message, **Calls during the class periods can be extremely disruptive and we encourage you to respect the educational minutes.**

Students do not have access to their cell phones during the school day. Please call the office and we will ensure they can talk to you.

School Communication:

Home - School - Community partnerships and communication are vital for student success at school. At Eastend School, our teachers communicate with parents to update them on student success or concerns. We strive to work with parents to ensure their children are successful at school.

Communication will primarily be through email, so we encourage parents to ensure that our office has the most up-to-date information regarding their preferred email address. Please ensure that this is one that you will regularly see and be able to respond to.

We invite parents to contact the school should they have any questions or concerns. All staff emails follow the format (first initial)(last name)@chinooksd.ca.

For example: Marla Poisson is mpoisson@chinooksd.ca

In addition to communicating to parents through phone calls, emails, and agenda books, the school uses the following methods to keep parents informed about school events:

Emailed School Newsletter

School website:

<https://www.chinooksd.ca/school/eastend/>

Eastend School Facebook page

Eastend School Instagram

K - 6 Agenda books

Phone: 306.295.3601 for all messages to students and calls to the office. Messages will be given out during breaks

Text: 306.294.7390 for our attendance line and messages to the office

School Community Council (SCC)

A great way for the community to be involved in the school and learn about school events is to attend the SCC meetings. We welcome all community members to become part of our SCC. If you are interested or have any questions, please contact the school at 306.295.3601.

Our current SCC members are:

- Ashley Taylor (chair)

Heidi Topham

Tara Gordon (Sec/ Tres)

Julie Kerr (Staff Rep)

Janine Schulze
- Allison Ziegler

Carmen Taylor

Josie Koolen

Rachel Gilbert

Bus Information

- #615 - Jeff Gilbert 306.774.6487

#617 - Ron McRae 306.295.7777
- #619 - Paula Gabor 604.703.3490

#621 -Michelle Scott 306.295.7490
- #620 - Sharon Golverhaug

Student Conduct on the Bus

As Per AP 351

The Division requires that student conduct on school buses is consistent with that expected of the student in the classroom. The safety of all students and the driver is of utmost importance while on the school bus. Therefore, it is important that all students follow the school bus rules.

Classes and Weather

As Per AP 132

Given the geographic size of the Division, providing local discretion in dealing with weather conditions is both prudent and appropriate.

The Director is authorized to dismiss students, discontinue transportation services, cancel classes, and/or close schools in emergency situations.

At Eastend School, the school remains open in all weather conditions and we will strive to do classes as normal. Notice will be given of bus cancellations as soon as possible. Please check your email and the Eastend School Facebook page for updates.

School Access

K - 6	West (Playground) Doors Please drop your school age children outside the school.
7 - 12	South or North Doors
Public	South Doors

All school doors are open from 8:40 am - 8:55 am
The South Door is open from 12:00 pm to 12:50 pm
Doors are locked at all other times during the day.

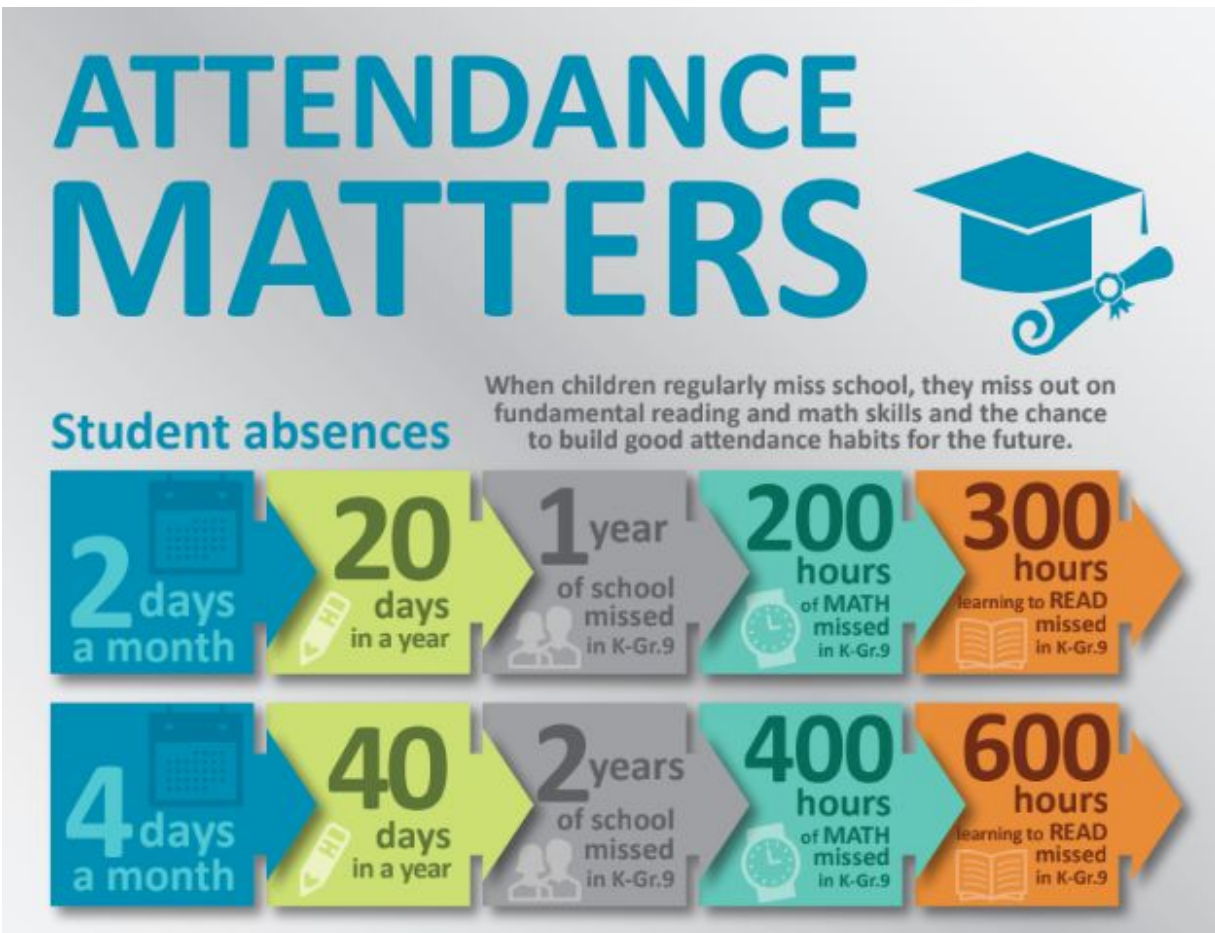
All visitors to the school, including parents, must check in at the office.

Essential Medication

This is determined on an individual basis and is governed by [AP 316](#)

Teachers and support staff will not administer non-essential medication to students.

Attendance



Attendance Continued

[As Per AP 330](#)

The Chinook School Division Attendance Policy has been developed to support student growth and success both academically and personally within all Chinook Schools. Chinook School Division and school staff recognize that consistent attendance, academic success and school or grade completion have a positive correlation. The attendance policy is a partnership between the school, students and parents in developing structures and strategies to support student success by attending school regularly.

It is important to note, our school's have a legal responsibility to know the whereabouts of students during regular school hours. Whenever a student is absent from school or a particular class, parents or guardians are asked to contact their school to report the absence. If there is prior knowledge that a student will be absent, a note may be sent. Parents or guardians will be contacted on the days a student is absent for an unknown reason.

For Pre-kindergarten to grade eight elementary students, regular attendance at school is an essential part of student success. Parents/guardians are encouraged to work collaboratively with school personnel to ensure that students recognize the importance of school attendance. Should a student be absent from school, parents/guardians are requested to phone or e-mail the school before classes begin to indicate why the student will be absent. A daily attendance check is made on all students. Parents/guardians will be notified if their child is absent from school. If a student must leave the school during the day, the student must have the permission of the parent/guardian. As Chinook school attendance practice, school personnel may work closely with students and families in instances of concern. Families are encouraged to consider the holidays provided within our school calendar when planning vacations. We know there is a direct correlation between student's success in reading, math and their attendance. Please refer to the [infographic](#) to see the relationship and why attendance is so important.

When students are absent from school, the Division provides support, determines underlying reasons for non-attendance and implements appropriate intervention strategies. Students are required to attend school in accordance with the Education Act and this Administrative Procedure. Within the Education Act, which is a law, school's, students and parents have responsibilities. Please see below:

The Education Act states students and parent(s)/guardian(s) are responsible for regular attendance.

- *Section 150.3a states, "Pupils shall attend regularly and punctually."*
- *Section 156.1 states, "Every parent, guardian or other person having charge of a pupil who is of compulsory school age shall take all the steps necessary to ensure regular attendance of that pupil."*
- *Sections 157.1a through I, states that the Education Act allows for only the following as excusable absences: medical or dental appointments, illness verified by a doctor, religious obligations or extended family travel.*

For the purpose of this Administrative Procedure Chronic Absenteeism will be defined as 20% absenteeism. Please note students reaching this level of absenteeism have missed a significant portion of their course and may be removed from the class. In high school, this may affect the ability to graduate on time.

Attendance records are permanent legal documents. The accuracy of the attendance records is also of critical importance should they ever be needed in the event of an emergency where school buildings are evacuated.

Student Conduct

AP 350

Students are to attend school regularly and punctually.

Students are to conform to the rules of the school as set out by the Principal.

Students are subject to discipline as would be exercised by a kind, firm, and judicious parent.

Students are to observe standards as set out in the rules of the school with respect to the rights of other persons.

Every student is accountable:

- To the teacher for their conduct on the school premises during school hours, and during such hours when the teacher is in charge of the student either in class, or out of the school while engaged in authorized school activities conducted during out-of-school hours. Principals may develop student contracts or develop other expectations ensuring that students are positive ambassadors for the school and are in good standing, recognizing that extracurricular activities are a privilege, not a right.
- To the Principal and members of the teaching staff at any time that they are under supervision of the school, including time spent traveling between the school and their place of residence.
- To the driver of a school bus, and to any other person appointed by the Division for the purposes of supervision during hours when students are in the personal charge of such employees, or persons appointed by the Division. Those appointed persons shall be responsible to, and report to the Principal. The [student conduct form](#) needs to be submitted to the school Principal.

In Eastend School it is expected that students' actions, interactions and decisions reflect

- A drive for Excellence
- Compassionate dealings with others
- Respect of and for staff, students, the facility and guests
- A willingness to collaborate and cooperate with others
- A focus on attendance and participation

At Eastend School we strive to create the highest quality learning environment for our students. This ensures students are safe and cared for, and promotes the ability to have fun while learning.

We believe in the joint role of staff, parents/ guardians and students to work to support students in assuming responsibility for their own actions, making choices that promote a growth mindset and a strong sense of accountability.

Student discipline is an important step in ensuring that we are creating opportunities for students to learn and develop from their mistakes. By adhering to expectations, we are supporting students in developing positive habits that will carry forward in their life outside of Eastend School and into their future.

It is imperative that students be held accountable for their actions so repeat offences will result in escalating consequences.

Eastend School Expectations

Eastend students will be encouraged to fix and learn from their mistakes and spend time reflecting on the reason for the behaviour and the choices being made. When a student chooses to not change or fix their mistake, and they have been sent to administration for follow-up, the following discipline ladder will be used.

- At all steps of the ladder, parents will be contacted

Middle Years and High School Students:

Minor Violations of Student Conduct

Step 1: ½ day in-school separation

Step 2: 1 day in-school separation

Step 3: 2 day in-school separation

Step 4: 1 day suspension

Step 5: 2 day suspension

Step 6: 3 day suspension

Major Violations of Student Conduct

Step 1: up to 3 days suspension

Step 2: 3 day suspension

Step 3: 5 day suspension + parent meeting

Step 4: 7 day suspension + parent meeting

Step 5: 10 day or expulsion + parent meeting

Examples

Minor or below the line behaviours:

Swearing/vulgarity/racist or sexist language

Inappropriate comments /touching

Repeated failure to meet classroom expectations

Lates/skipping class

Disruptive behaviour (interrupting learning)

Dress Code violations

Major or bottom-line behaviours:

Fighting/weapon/violence

Swearing at staff

Drugs/alcohol/illegal substance

Vandalism

Stealing

Inappropriate/sexual touching

These examples are not intended to be exhaustive but instead serve as exemplars.

Behaviour will be evaluated in the three dimensions of Intensity, Durations, and Frequency and referred to school administration. Students will have consequence applied based on where they are on the discipline ladder. Behaviour with a significant combination of intensity, duration, and frequency will begin at a higher step.

Elementary Students

At Eastend School, we understand that elementary students are in the beginning stages of learning how to work together in a social setting, are establishing their understanding of norms and boundaries and are working on their emotional regulation in new and diverse situations. As such, their discipline ladder focusses on more immediate and shorter consequences that suit their development. Parents will be called at each step.

Minor Violations of School Conduct:

Step 1: loss of one recess

Step 2: loss of two recesses

Step 3: Loss of three recesses including lunch

Step 4: Half a day in the office

Step 5: full day in the office

Step 6: full day in the office

Any additional steps will result in parents becoming involved.

Major Violations of School Conduct:

Step 1: one week recess suspension

Step 2: one week recess suspension (may include out of school suspension)

Step 3: one week recess suspension + one day out of school suspension

Step 4: removal of recess until parents, teacher and admin can discuss a reentry plan

Step 5: removal of recess and out of school until a reentry plan is established including parents, admin and the teacher in addition to other support professionals

Minor Violations:

- Repeated failure to meet classroom expectations
- Disrespect to a teacher or other educator
- Disruptive behaviour
- Back talk
- Inappropriate comments
- Inappropriate touching
- Questionable remarks (lying)

Major Violations:

- Violence towards another person
- Physical aggression or intimidation

Any act or behaviour which results in discomfort, embarrassment, pain or physical injury to another. Violence can be a deliberate act or it may be the result of negligent, thoughtless or reckless behaviour.

Violent behaviour is considered differently than roughhousing.

Although for the purposes of this policy, acts of verbal aggression, intimidation and emotional abuse are not defined as violent, it should not be misinterpreted that the staff will accept or condone these behaviours. Such behaviour is not acceptable in a school environment and will be dealt with differently than physical violence. This list is examples, not a comprehensive list.

Under the **School Act**, the school has jurisdiction over students' from the time they leave home to come to school until they arrive at home on their way home from school. Therefore, this policy may be exercised to deal with incidents which happen beyond schools physical boundaries and beyond school hours. This includes time spent on the bus and time spent in school-sponsored activities such as extra-curricular travel.

Additional Resources: Student Counselors' and Youth Workers may provide support at any step in this process and may be part of the restitution process.

Lunch Hour

Various school clubs and organizations may occasionally run during noon lunches. Milk is available to students, and students can buy milk cards from the school milk coordinator.

- It is expected that bus students will stay for lunch. The opportunity is extended to town students as we understand the reality of working families. However, all students are expected to adhere to school policies and cooperate with supervisors. Students having difficulty following lunchtime rules may be asked to find another location to eat for a period of time.
- Students in grades K- 3 are not allowed to use the drink machines, microwaves or the vending machines during the school day.
- Students grade 4 - 6 can access the vending machines at lunch, but are expected to place lunches to be warmed on the cart provided. They do not have access to the microwaves themselves. If possible, we encourage families to send food that does not need microwaves to warm.
- Grades 7 - 12 can access the vending machines throughout the day.

Lunch Rules

Elementary:

- Students eat in their own desk, using manners and not making an unnecessary mess.
- Students should remain seated during the eating time
- Limit bathroom or water fountain breaks during eating time, all students are asked to use the bathroom and wash before lunch begins
- Dismissal starts at 12:20 for recess
- Student misbehavior will be noted - students having difficulty following lunchtime rules may be asked to find another location to eat for a period of time.

Middle Years and High School

- Students have the opportunity to stay at the school in the designated eating areas.
- Grades 7 - 12 can leave the building during the lunch hour if they have permission from a parent through the Open Campus Permission form

Recess Misbehavior Protocol

- Recess Binder - supervisor records behaviour and communicates to the classroom teacher. Communication home will occur after the second offence and consequences will follow by principal or the supervisor (teacher)
- Some recess behaviours being monitored are: throwing rocks, use of swings, snowballs, swearing or inappropriate language, disrespectfulness, rough housing, fighting (see violence policy), bullying/being mean

Gum and sunflower seeds are NOT permitted at school.

Energy Drinks are not allowed at the school

Cell Phones

The Ministry of Education (August 6, 2024) requires school divisions to develop administrative procedures that ban the use of personal electronic devices during instructional time in Kindergarten to Grade 12, beginning with the 2024-25 school year.

As per AP 139:

- Kindergarten to Grade 12 will not have access to cell phones during school hours
- Grades 10 - 12 may have limited use during school hours for specific pre-approved educational use
 - Smartphones and personal devices must be stored in lockers. Devices will not be kept on their person.
 - Wearable technology such as ear buds and smartwatches are not allowed.
 - Exceptions may be granted at the school level under specific circumstances, such as for educational purposes or health reasons.

Eastend School provides all students with locks and lockers and it is our expectation that students will store their smartphones/personal electronic devices in their lockers, in their knapsack or bag or leave the device at home.

The school is not responsible for student electronic devices in the event of loss, damage or theft. While at school, smartphones/personal electronic devices remain the responsibility of the owner.

Substance Abuse

It is unacceptable for any person to be under the influence of or in the possession of alcohol or other illegal drugs while at school and or involved in a school-sponsored activity. This includes as participants or spectator in school sponsored events. The school's discipline policy will apply if students attend school or school sponsored events under the influence of alcohol or drugs or **suspected** of being under the influence of alcohol or drugs.

The use of tobacco or vaping products on the school property is illegal. We are a "Tobacco and Vape Free" facility. Using tobacco or vape products of any kind while on school property will result in consequences that may include suspension or legal action.

Locks

Eastend School provides locks for all students in grades 6-12. Combinations will be kept in the office. **Students are expected to use the school locks and locker to keep their belongings safe and secure.** The lockers belong to the school and the Chinook SD and may be searched by school administration if it is warranted. If students lose or damage a school lock, they may be responsible for paying \$5.00 to get a new one.

Footwear

Since students must remove wet or muddy footwear upon entering the school, they **must** have another pair of shoes at school to replace those removed. This is especially important during an emergency when students might be sent out in very cold or very wet weather. Students may not be in school in bare feet.

We have adequate space at entries for students to have **another pair of shoes to wear indoors**

Dress Code

Students should dress in such a way to show respect to themselves and others. Clothing bearing a message will be deemed inappropriate if the message is vulgar, obscene, and sexually-oriented or promotes drug/alcohol use even if these themes are not directly stated and can only be interpreted as such.

The following are guidelines only, as guidelines, they may not apply to some specific circumstances. **Common sense and staff judgement will always take precedence.**

Hats are allowed in the school.

Phys. Ed. Clothing

Students Grade 7 and older must wear shorts (or sweats), appropriate shirt and indoor running shoes to Physical Education classes and during any physical activity in the gym. Because of problems with marking the gym floor, *only non-marking running shoes will be allowed*. Grade K-6 are not required to change for PE but are expected to wear appropriate shoes.

Damage to School Property

Students must respect school property and exercise caution and care in handling equipment. They may be required to pay for any school property they destroy, break or damage, whether that damage is intentional or accidental.

Example: chromebooks, library books, phys ed equipment, etc.

Bikes, Roller Blades, Skate Boards

Students riding bikes, roller blades or skateboards to school must leave them in the racks provided, or in the classroom, as soon as they get to school. They should remain there until such a time that the student is leaving for home. It is advised that the students use bike locks to deter others from using their bike.

Supplies and Materials

Any materials not furnished by the Board of Education, and considered necessary, shall be supplied by the student. Each child will be asked to bring a school fee of \$10.00 that will be used to pay for agenda books, admission to performances, special occasion movies and other activities that may take place during the school year.

Evaluation and Reporting

Evaluation is viewed as an ongoing process. Student progress will be formally reported at intervals throughout the year. After each reporting period, students and guardians will celebrate learning by participating in Parent/Teacher Interviews. The PTIs will be scheduled with each family. Both the student and the guardian should attend a scheduled PTI with the teacher. It should be understood that at **any time** throughout the year open lines of communication between home and school enhance a child's education. Contact the school whenever necessary!

Extracurricular Policy

Participation in any extracurricular activity is a **privilege**. These activities are an extension of the student's education; however, **academic classes must take precedence**. The staff is hopeful that students develop the time management skills to enable them to make a full commitment to all of their classes as well as to extracurricular activities.

In order to participate in extracurricular activities, students must:

- a. attend classes regularly and punctually;
- b. attend practices on a regular basis;
- c. exhibit appropriate behaviour;
- d. must be enrolled in classes at or supported by Eastend School;
- e. work to the best of their ability and complete homework;
- f. have all their school fees paid.

If there are violations of the above criteria, teachers are to notify the administration. The administration will then meet with the coach of the sport to discuss the infraction and be asked to provide any additional pertinent information relating to the student. Parents will be informed of the concern and that the admin team and coach will meet with the student to hear their viewpoint on the issue. The consequences will then be determined.

Possible reason student is referred to the admin/coach include:

- Failing a class
- Skipping a class
- Missed assignments
- Neglecting responsibilities
- Poor class behaviour
- Excessive lates
- Being removed from class
- Missing practices for invalid reasons or too many missing
- Excessive lates

Possible consequences that may be recommended include, but are not restricted to:

- g. completion of assignments
- h. **allowing the student to practice but not play a sport for 5 school days, 10 school days, or a month**
- i. prohibition from practicing or playing for a season

Students that have received an In or out of school suspension are ineligible to participate in extracurricular activities for a period of one week, starting from the date of the infraction.

Player Fees

Cross Country:	\$20.00	Jr. Badminton:	\$40.00
Sr. Curling:	\$40.00	Track & Field:	\$40.00
Jr. Curling:	\$20.00	Golf:	\$10.00
Sr. Volleyball:	\$40.00	Esports	\$20.00
Jr. Volleyball:	\$20.00	SRC	no fee
Sr. Badminton:	\$40.00		
SADD	memberships		

Player fees cover the basic costs of operating the team. This does not include travel, tournament fees, officials, and other expenses associated with a team.. All team members are expected to participate in fundraising to support these additional costs

Jerseys are provided by the school for all sanctioned sports. Any teams considering purchase of team gear must be pre-approved by administration. We expect that team gear follow our guidelines for colour and logo.

School Year at a Glance



Chinook School Division #211

August 2025						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
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24	25	26	27	28	29	30
31						

September 2025						
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October 2025						
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November 2025						
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30						

December 2025						
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28	29	30	31			

January 2026						
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February 2026						
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March 2026						
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29	30	31				

April 2026						
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May 2026						
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24	25	26	27	28	29	30
31						

June 2026						
Su	Mo	Tu	We	Th	Fr	Sa
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- Legend:
- Teacher Non-Instructional Days (Admin/Prep/Div PD)
 - Statutory Holidays
 - First Day for Students - September & January
 - Parent Teacher Interviews
 - Examination Day
 - Teacher Non-Instructional Days (PLC Days)
 - School Holidays
 - Convention Day
 - Early Dismissal Day

Saskatchewan Graduation Requirements

for

Students Entering Grade 10 in 2022-2026

- **24 credits are required for graduation in 2027-2028 school year**
- **ELA credits will change from 5 required credits to 3 required credits**
 - ELA 10, ELA 20 and ELA 30 are the 3 ELA credits required
 - Due to curriculums not being revised and updated in time for the 2024-25 school year, either an ELA 10A or ELA 10B will be offered. Both of them will meet the credit requirement of the ELA 10 credit.
- **Social Sciences will change from 3 required credits to 2 required credits**
 - There will be 1 required Social Science credit at the Grade 10 level and 1 required Social Science credit at the 30 level.
 - History, Social Studies and Native Studies 10 & 30 will meet the credit requirements until the curriculum has been revised.
- **Financial Literacy 10 will be a required course for graduation. The course will include some components of Career Education as well.**
 - This course will be available for the second semester of 2024-2025 school year.
- **Math requirements remain the same. One credit must be attained at both the 10 level and 20 level.**
- **The Science requirements remain the same. One credit must be attained at both the 10 level and 20 level.**
- **There are no changes to the Physical Education (minimum 1 credit) or Practical & Applied Arts (minimum 2 credits) requirements.**

● **NOTE**

These changes are based on provincial comparisons of ELA and Social Science credit requirements. Also, the provincial student council was an advocate for more flexibility allowing students to choose the electives they are interested in, thus reducing the number of required courses.

Late Assignments

Students are expected to complete all assignments. A students' success in the classroom is directly related to the completion of assignments in a timely and thorough manner. Their mark may be greatly affected by not completing assignments. In our assessment model, our accuracy of assessment and confidence in student grades can only be achieved when we collect evidence of student understanding. Best practices insist that students are partners in their own learning and as such must participate in completion of work as determined. Eastend School staff appreciate the efforts take to ensure that assignments are handed in on time, allowing staff to give formative and summative feedback in a time sensitive manner. This has a positive effect on student success and understanding.

Due to students being involved in a variety of activities in and out of school, these activities can affect whether a student has opportunity to complete an assignments. We allow students to hand in assignments without deducting late marks. This will help students juggle their life, work and school responsibilities. However, in making this concession, there is the mutual understanding that there is not a limitless time to hand in assignments and that though Eastend School allows for a grace period, it is ultimately the student's responsibility to complete the assignment. **If a student is unable to meet a deadline, it is the student's responsibility to have a conversation with the teacher to make arrangements for the late submission. The teacher will then keep the student and parents informed of the student's progress.** Assignments never handed in may eventually result in a zero.

All assignments must be handed in at least one week prior to report cards or interim reports, for the assignment to be marked and included in the final mark. In January and June, all assignments must be handed in one week prior to final exams. Staff has the discretion to alter these expectations in extreme circumstances.

Homework Expectations

Homework is an essential part of a student's routine as it gives a student continued review of the subject matter, a chance to apply the content learned, and the chance to complete work that was not finished in class. It is **reasonable to expect that students, especially in High School classes, to have homework on a daily basis.**

Parents can help promote effective homework completion by providing a specific place and regular daily time and being available for support.

Extended Absences

When family trips occur o student contact days, students are asked to give the teacher fair notice of **at least five school days to prepare work to send.** A homework package may be available for all classes in advance of travel. Teachers will choose the best mode of content delivery, which may include technology such as Google Classroom. It is most likely the student will be responsible for completing assignment and assignments upon their return.

Academic Load and Spares

Students are expected to carry a full load of 10 credits in grade 10.

At the minimum, students will enroll in and complete 9 credits in grade 11 and 8 credits in grade 12. If students have a spare in grade 11 or 12, they are welcome to stay at school and work constructively in a designated area or they can use the open campus form and, with permission, leave the school grounds during spares.

All schedules and spares need to be approved by the school admin.

Dropping a Class

If grade 10-12 students wish to drop a class offering, they must obtain permission from their parents and School administration. There is a course drop form that must be signed by teachers, students, and parents. Students will meet with administration and their teacher if they wish to drop a course. The student may also be required to meet with our Career Counsellor to ensure that there is no long term implications to the students' Grad Plan.

Course drop deadlines are November 15th for semester one and April 15th for semester two.

Full year courses drop deadline is January 25th.

Final Exams

All students in Grade 10 - 12 may be required to produce a cumulative understanding of their knowledge of their course. This may take the form of a final exam, project or presentation, as determined by their teacher.

Students taking a 30-level course may be required to take a Provincial Examination. Though any teacher may elect to have their students write a Provincial Exam, only those teachers who are not Accredited are required to end their class with a Provincial Examination. These are commonly known as "Departmentals".

Departmental Exams may be required in any 30-level core class. This includes English Language Arts, all Sciences, and all Maths except Calculus. History and elective classes are excluded.

Exam Schedule:

The exam schedule will be given to students as early as possible and will fall within the following dates as set by the Ministry of Education:

- January 2026: Monday January 26 to Thursday January 29
- June 2026: Monday June 22 to Thursday June 25

Student Awards

Monthly Student Achievement Awards

we have introduced a monthly attendance award. Staff will nominate students who have demonstrated improvement in their classes, positive leadership, achieved academic excellence, demonstrated perseverance and responsibility, or who have worked hard in class. The students will be acknowledged through a special certificate and letter to parents. We will choose three students a month from each of the areas of the school: Elementary; Middle Years and High School.

Colour Night

On **Colour Night** Eastend School will celebrate **academic success** by acknowledging students who have achieved a high academic standard and outstanding attendance. We recognize the following:

Less than 5 days absences

Honour Roll- 80% or above academic average

Honour Roll with Distinction – 90% or above academic average

Honour Roll with Great Distinction – 95% or above academic average

Honour Roll Criteria

Please note that students that are not enrolled in the minimum number of credits are NOT eligible for Honour Roll. Grade 10-12 the minimum number of credits is **eight**.

- For grades 10-12 Honour Roll, distance education and online classes will NOT be included

Grade 6-9 An average of ALL courses taken of the current school year

Grade 10 An average of History 10, ELA 10, one Math (highest math mark), Science 10, Wellness 10, PAA 10, top elective

Grade 11 An average of ELA 20, highest math, highest science, and top five electives

Grade 12 An average of History, ELA B30, ELA A30, Highest math, highest science, top three electives

Eastend School Graduation

The **valedictorian** is a graduate with an over 80% average in a minimum of eight credits in their graduating year, as of the date set for the calculation of Honour Roll. Any graduates meeting this criterion may be nominated and elected by his/her classmates.

Decorating and set-up for the ceremonies is the responsibility of the graduates and their parents however, in an effort to give the graduates more time with their family and friends, take-down and clean-up is the responsibility of the grade 11 students and their parents. The grad advisor will support and help organise and supervise both of these activities