

Christ 
The
Redeemer
CATHOLIC SCHOOLS

Assumption Roman Catholic School Handbook 2017-2018

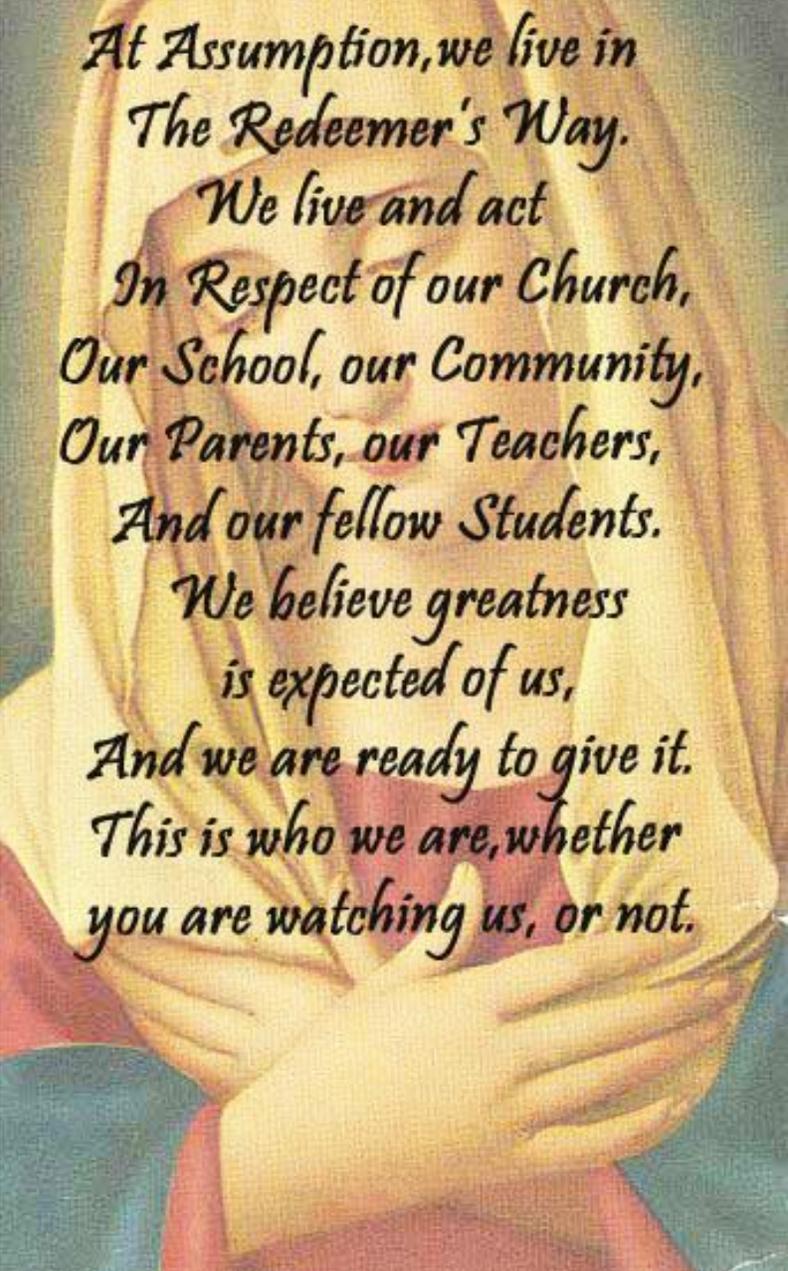
415 5th Avenue East

Oyen, Alberta

T0J 2J0

403.664.3643

www.assumptionschool.ca



*At Assumption, we live in
The Redeemer's Way.
We live and act
In Respect of our Church,
Our School, our Community,
Our Parents, our Teachers,
And our fellow Students.
We believe greatness
is expected of us,
And we are ready to give it.
This is who we are, whether
you are watching us, or not.*

Assumption Roman Catholic School Staff

Tricia Rolheiser Principal
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School Information

Hours of Operation

Monday-Friday

8:40 -- 8:45 FIRST BELL & HOMEROOM
10:35 -- 10:50 RECESS
12:00 – 12:20 LUNCH
12:20 – 12:40 LUNCH RECESS
12:40 – 1:00 WILD READING
1:35 -- 1:50 RECESS
3:05 -- 3:10 Pack up & DISMISSAL

**Supervision of students begins at 8:25.
Students, therefore, should not arrive prior to
this time.**

ATTENDANCE/LATES

Students are expected to be on time for school and all classes. Chronic absences and lates put any child at risk. These children fall quickly behind in their work, feel overwhelmed and frustrated with the school work that they must catch up. It is important for children to recognize the importance of attendance and arriving at school on time.

Parents are asked to report to the school if their child will be away for any reason. If a

student is absent and the school has not been notified, we will call the parents to ensure the student's safety.

Supply List

Assumption Roman Catholic School purchases all supplies that our students require. The cost of the supplies will be mailed out to you.



All children are expected to go outside during recess breaks except in the case of inclement weather. Please ensure your child dresses appropriately for the weather.



Hot Lunches

Served every Friday. We order on Wednesday so that groceries can be purchased on Thursday. Late orders will have to wait until everyone has been served. **\$4.00/lunch**



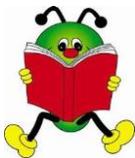
FOOTWEAR

All students must have a second pair of shoes to wear inside the school. Shoes must have non-marking soles.



MEDICATION

The administering of medication to a student is the responsibility of the child's parent and physician. If possible, medication schedules should be arranged so the child can take the medication at home. If no other viable option exists, school staff may be requested to provide such assistance in accordance with Board Policy. All requests for the administering of medication to students shall be made through the office. The office will require a signed request from the parent and physician, indicating the type of medication to be administered, time, manner, required dosage and action to be taken if there are side effects.



LIBRARY

Assumption School's Library is AMAZING! Students can be sure that every attempt will be made to meet their literary needs. In order to help the library operate smoothly, the following procedures are in place:

- 2 books per student
- Loan period is 1 week (can renew)
- Students cannot take out new books, until they return or renew their overdues.



In an effort to increase parents using our website, **ALL COMING EVENTS & DETAILS** will be posted on our website. **No newsletters will be coming home.** We will send a reminder home in each student's agenda in the first week of every month.



PARENT COUNCIL

Parent voice is valued at Assumption School. A group of dedicated parents meet once a month to help plan activities that support student education at Assumption School. They invite all parents to participate in bettering their children's learning experiences.



School Safety

In order to ensure the security and the safety of our students, staff and building, we request all parents and visitors sign in at the main office when they arrive. Parents picking up students at the end of the day are asked to remain in the main doors near the office until the final bell has sounded at 3:20. We ask that you drop your son/daughter off at the back of the school (west side). Please enter from the street and exit behind the church. If students are not picked up by 3:30, the teacher on supervision will bring your child/ren into the school where they can phone you. You can then pick them up at the office.

Emergency Procedures

In the case of an emergency situation, the school will implement a telephone fan out system that will be used to contact parents. All parents will be informed of the nature of the emergency and the school's action plan to deal with the situation. If you have any concerns with providing your phone information to an emergency school volunteer, we ask you contact Mrs. Dobrosky (403-664-3643). As a proactive measure to an emergency situation that requires the school to be evacuated, we will have a minimum of six evacuation drills as well as a number of school lock-down exercises. These will provide the students and staff the opportunity to become very familiar with the routine and expectations in the event there is a real emergency.



Should there be an emergency situation, please do not phone the school. The community hotline number is **403.938.2659**.

Agenda Communication Books

The main form of communication between the school and the home will be through the use of the Student Agendas. Each day the students will be required to write in the books highlighting important information, upcoming events and homework assignments. The teachers are required to check the agendas on a regular basis and will write notes when required to the parents. We encourage all parents to use the agenda books to communicate any minor concerns or questions to the teacher.



Early Intervention, Support & Enrichment

Each school in Christ the Redeemer School Division has an Early Intervention Program supervised by a qualified teacher. The goal of this program is to identify and assist students with lower than acceptable literacy skills. This program is available to our Grades 1 and 2 students. Students are identified through teacher recommendation and observations. The support and enrichment program is designed to assist children with their literacy skills, which will then spill over into success with their other subjects.



Home-learning is an essential component to learning as it reinforces basic concepts, extends school learning and develops necessary student work skills. Assumption School is committed to academic excellence. It is our expectation that all students will complete home-learning assigned by the teacher and will complete that work within the designated time allowed. It is our expectation that parents will be a part of this essential link.

