

2011 Summer School Policies and Procedures

Summer School will run from **July 4 - 29, 2011**. In order to meet Ministry required hours, we have extended Summer School hours for the **first week only**.

Summer School hours will be as follows:

Secondary Program

July 4 - 8 (Period 1) 8:00 a.m. - 10:30 a.m. (Period 2) 10:45 a.m. - 1:15 p.m.

July 11 - 29 (Period 1) 8:30 a.m. - 10:30 a.m. (Period 2) 10:45 a.m. - 12:45 p.m.

Elementary Program

July 4 - 22 9:00 a.m. - 12:00 p.m.

Philosophy of Evaluation

As an integral part of the learning process, evaluation serves three main functions:

- assesses student achievement of course objectives;
- provides feedback to both students and their parents on course progress; and
- assists the teacher and other school personnel in determining the effectiveness of instructional programs in order to make adjustments and improvements in all courses.

Teachers are expected to use formative evaluation to assist student growth and learning. Each student will receive a progress report at the end of the second week. Final reports will be mailed out immediately following the conclusion of the program.

Special Requirements of this Evaluation Policy

Students in all courses will receive a written description of how course grades will be calculated. These specific descriptions will be distributed during the first week of classes. This is to be signed by the parent/guardian and retained by the student in his/her notebook. A signed copy will also be retained by the teacher. Each teacher will be required to keep the evaluation statements for each course on file in the office.

Daily Work, Tests and Assignments

Performance tasks such as tests, assignments or projects are designed to show how much progress the student has made toward achieving the objectives of the course or unit.

Prior to the performance task, several formative activities designed to lead students to a successful outcome in the performance task will take place. These activities will encourage feedback to help focus the students' learning in their areas of need and ensure success in the course.

Plagiarism or cheating is an unacceptable practice and will result in significant consequences.

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Attendance

There is a very strong correlation between attendance and achievement. Students who attend regularly rarely fail a course. The following attendance policy is designed to encourage good attendance. Students are expected to attend all scheduled classes.

1. Hallways are out-of-bounds during class time.
2. Students under 18 years of age must have a signed parental note to sign in or out and upon returning from an absence.
3. Students who accumulate three absences, for any reason, may be asked to retire from Summer School.

Lates

Students are expected to be on time for each class. Students who are late for class disturb the learning environment and miss vital information. Students whose lates and absences become a concern to the office may be retired from Summer School.

Dress Code

Rainbow District School Board's Dress Code will be in effect for Summer School. Students who fail to honour the Dress Code will be cautioned, advised of appropriate dress, and in extreme cases, may be sent home to change.

The expectations for appropriate dress in Summer School will be discussed by both the classroom teacher and Summer School Principal on the first day of classes.

Electronic Devices

Cell phones and other electronic devices should not be visible or used during class time. Sending or receiving texts, messages or calls within school hours is unacceptable and will be dealt with by the teacher and/or Summer School Principal. This includes leaving class to place or receive a call/text, etc.

Please review the break schedule or call the Summer School office if you need to contact your child.

Drugs and Alcohol

No drugs or alcohol will be permitted on school property. Any students suspected of being under the influence of these products will be removed from the program.

Respect for Others

Every person in the school has a right to function in a positive climate. Respect for all members of the school community is essential and will be expected from everyone in the program.

Specific expectations for maintaining a positive school climate will be reviewed on the first day of classes by the teacher and Summer School Principal.

Any incidents which negatively impact the school climate will be dealt with on an individual basis.

Please refer to the Rainbow District School Board Code of Conduct for more details.

Tobacco

Smoking or holding a lit tobacco product on school property is prohibited. Tobacco products are not to be visible.

Violence

Any violence or abusive activity will not be tolerated. Students engaging in such actions will be removed from Summer School and may be subjected to criminal prosecution.