

ST. ANN'S ACADEMY

Established 1880

“Fides et Scientia” – Faith & Learning



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ELEMENTARY STUDENT HANDBOOK 2010-2011

Principal: Mr. Shawn Chisholm
Vice-Principal High School: Mr. Byron Green
Vice-Principal Elementary: Mr. Christopher Yuen

This agenda belongs to:

Name: _____

Homeroom: _____

ST. ANN'S ACADEMY

MISSION STATEMENT

**To provide a Christian environment
in an ever changing society,
by living the gospel of Christ,
in which we nurture
and respect individual
spiritual growth,
and personal excellence
in academic, artistic,
and athletic endeavors
while honoring our traditions
and Catholic values.**

SCHOOL HISTORY

The Sisters of St. Ann founded St. Ann's Academy in 1880. The school was originally called St. Louis School and was situated in the Mission Flats area. The school moved to Nicola Street and was renamed St. Ann's Academy very early in its history. The present site was selected and purchased by the Sisters in 1910; thus St. Ann's on the Hill was born. The school continued to grow for the next thirty years, until tragedy struck on V-E Day 1945 when the upper two floors were destroyed by fire.

The school recovered from this disaster and under the guidance of Bishop Harrington a new wing was completed. The school now offered a full high school program, but found it increasingly difficult to keep up with the changing demands of BC's curriculum.

St. Ann's Academy remained a high school until 1970 when it reverted to an elementary school. The Sisters continued to administer the school until 1978, when Mr. Dale Scherer was appointed principal.

In 1980 Bishop Adam Exner made overtures to the Congregation of Christian Brothers to reopen the high school section. In September 1981 the first grade eight class in eleven years entered St. Ann's Academy. The school experienced unprecedented growth since 1981 with enrollment surpassing 600 students by 2000.

In January 2002, the responsibility for the school passed from the Christian Brothers back to the diocese. St. Ann's Academy is now part of the Catholic Independent Schools of Kamloops Diocese (CISKD), Mrs. Kelly Tries, Superintendent.

STUDENT GUIDELINES

Rights and Responsibilities

Students, parents, teachers, priests, support staff and Administration work together to provide a respectful, caring environment where faith and learning go hand-in-hand. Leading our children to be the best they can be, St. Ann's Academy is committed to being a place where everyone feels safe and appreciated. All members of our communities have rights and responsibilities in ensuring a safe environment.

Parents have the right to expect that:

- Their children are safe from physical and emotional harassment
- Their children are receiving the best instruction in a positive learning atmosphere

Students have a right to expect:

- Fair and consistent treatment
- An opportunity to learn to their maximum potential
- That personal property is safe from theft or damage
- An environment free from physical and emotional harassment

School staff has a right to expect:

- Respect, courtesy, and consistent effort from students
- Support from parents in their efforts on behalf of students
- That school and personal property be safe from theft or damage
- An environment free from physical and emotional harassment

All members of our school community have responsibilities.

Parents have a responsibility to:

- Provide spiritual guidance
- Ensure students are consistently and properly fed, clothed, and rested
- Ensure students arrive at school on time
- Teach responsible behavior
- Teach values such as honesty, respect for others, work ethic
- Show concern for their child's progress
- Be supportive of the policies of the school

Students have the responsibility to:

- Make a consistent effort to do their best in all work
- Treat students, adults, and property in the school with respect
- Model responsible behavior
- Adhere to the school dress code.

School staff has a responsibility to:

- Provide spiritual guidance
- Treat students fairly, consistently, and respectfully
- Provide the best possible learning environment for each student
- Act on behalf of the child's well being
- Adequately inform parents of progress, performance, and behavior of their children
- Be a supportive role model for students
- Be supportive of the home

Attendance: All students are expected to attend assigned classes. Failure to attend class will result in contact with the home and follow-up actions by the school.

GENERAL INFORMATION

Messages: Sometimes parents have to contact you. Have them phone the office and we will do our best to get the message to you. Except for emergencies, students are not permitted to receive nor make phone calls from the school office phones. A phone is located in the hallway beside the office for student use outside of class time.

Student Services: St. Ann's Academy has two student services' advisors. If you would like to meet with one of our student services staff, please make an appointment at the school office.

ELEMENTARY SCHOOL DRESS CODE, Grades 1 - 7

Uniforms are mandatory, and this includes gym strip. All students are expected to follow this dress code.

Winter Dress Code

Boys:

- ✓ Blue pants
- ✓ White shirt, blue/white golf shirt (crested)
- ✓ School crested sweatshirts, sweaters
- ✓ Shoes/sneakers with socks

Girls:

- ✓ Blue pants, tunic, or skort
- ✓ White blouse, blue/white golf shirt (crested)
- ✓ School crested sweatshirts, jerseys, or sweaters
- ✓ Shoes/sneakers with socks

Summer Dress Code

Boys and Girls:

- ✓ Blue shorts
- ✓ White/blue golf shirts with school crest
- ✓ Shoes/sneakers/sandals must be worn with socks
- ✓ No flip flops

Kindergarten

- ✓ Play Clothes

Mass Dress

Boys:

- ✓ white shirt with school tie and dress pants
- ✓ dress shorts and short sleeve dress shirts

Girls:

- ✓ blouse with tunic, shirt, skort

Please Note:

Students are to wear the garments as they are intended to be worn (i.e. not wrapped around their waist) Hats/visors may be worn at break/lunch, not within the school. Headbands, kerchiefs, or bandanas that cover the head are not permitted. Accessory items, such as belts, should be black or brown. The wearing of make-up is not permitted. With parental support, the school looks forward to achieving its goals of having all children wearing the correct school uniform.

If a child is found not wearing the proper uniform, the parents will be notified and asked to remedy the situation.

Purchasing Uniforms

Uniforms pieces must be purchased from the vendor contracted by the school. Further information about uniform purchases is available from the school office.

Disciplinary Action to address Dress Code Infractions

- 1st Offence: Verbal warning to student, written warning mailed to parents.
- 2nd Offence: Written notification to parents, followed by scheduled consultation between Administration and parents. Student will be required to serve two hours community service.
- 3rd Offence: Student will receive a suspension and be required to serve community service. Parents will be advised by a phone call, followed by written notification mailed to parents.

Subsequent offences may result in further suspension and/or expulsion from St. Ann's Academy.

DAILY SCHEDULES

Primary Daily Schedule		Intermediate Daily Schedule	
8:25 – 10:15	In Class	8:25 – 10:15	In Class
10:15 – 10:30	Recess	10:15 – 10:30	Recess
10:30 – 11:45	In Class	10:30 – 12:00	In Class
11:45 - 12:30	LUNCH	12:00 - 12:45	LUNCH
12:30 - 2:30	In Class	12:45 – 2:30	In Class

Mass at St. Ann’s Schedule		Mass at Sacred Heart Schedule	
8:25 - 8:45	In Class	8:25 - 9:15	In Class
8:45 – 10:00	LITURGY	9:30 – 10:30	LITURGY
10:00 – 10:15*	In Class	10:30 – 11:00*	Recess
10:15 – 10:30*	Recess	11:00 – 11:45	In Class
10:30 – 11:45	In Class	11:45 - 12:30	Lunch K- 3
11:45 - 12:30	Lunch K- 3	12:00 – 12:45	Lunch 4 - 7
12:00 – 12:45	Lunch 4 - 7	Lunch – 2:30	In Class
Lunch - 2:30	In Class	* Recess will begin when students return from church	
*times may vary per mass duration			

Noon Dismissal Schedule	
8:25 – 10:15	In Class
10:15 – 10:30	Recess
10:30 – 12:00	In class
All Students Dismissed at 12:00 Noon	

Excused Absences: Occasionally a student will be absent for special events such as weddings, funerals, and/or holidays. A note from your parents identifying the reason and dates of the absence **MUST** be provided to the office. Your class teachers will then be informed.

The student is responsible in advance of the absence for consulting teachers for their homework. Extended absences, such as holidays, should be communicated as soon as they are booked. Don't forget the courtesy of advance notice for your teachers. The responsibility for missed classes, tests, assignments, etc, and the resulting consequences, rest with the student and the parent.

Absence from school during the day **disqualifies** the student from participating in extra-curricular functions such as team practices, team games, dances, etc.

Telephone: A telephone is available for student use in the hallway by the school office. **Cell Phones are NOT permitted to be used in the school.**

ELECTRONICS POLICY: Radios, MP3s/IPODS, Cell Phones
Items such as radios, MP3 players, I-Pods, or cell phones should not be brought to class and are not to be used within the school building for the duration of the school day (including recess, break and lunch). In the event that a student is found to be in violation of this policy, the items will be confiscated by staff and stored at the office and will only be returned to parents. A second violation of this policy will result in the item being confiscated once again and the student being required to serve 5 hours of school community service. Subsequent offences of this policy will require the student and parents meet with Administration and the school Pastor to determine the

assignment of greater disciplinary consequences which may include more community service hours, a school suspension or possibly expulsion.

To support our students in this policy parents are asked not to contact their children on cell phones during school hours. If an emergency arises, contact the school office and students will be informed immediately.

EVALUATION POLICIES FOR ELEMENTARY

Homework Policy

Students have the responsibility to make a consistent effort to do their best in all their work. Students are expected to do the homework assigned to them in all their courses.

Missed Assignments

Any student missing three or more assignments in one month will receive a formal document that is to be filled out by the attending teacher and signed by the vice-principal. The document will be sent home and signed by a parent(s) or guardian(s) and returned to the classroom teacher. If the student does not receive another missed assignment document for thirty days they will be given a 'clean record'.

Teacher Duties:

- Tests and assignments must be returned to the students within a two-week period for their perusal.
- It is the responsibility of the subject teacher to return all exams, assignments, projects and research papers to their students for their perusal during class time.

ST. ANN'S ACADEMY GRADING POLICY

A	86 and higher	
B	73 – 85	<u>EFFORT COMMENTS:</u>
C+	67 – 72	E = Excellent
C	60 – 66	G = Good
C-	50 – 59	S = Satisfactory
F	00 – 49	N = Needs Improvement

REQUIREMENTS FOR HONOUR ROLL

01. The Grade Point Average (GPA) is tabulated as follows:
A = 4 points
B = 3 points
C+ = 2.5 points
C = 2 points
C- = 1 point
This total is divided by the number of subjects taken.
02. **First Class Honours** – a grade point average of 3.50 or greater with no subject having a grade below C-.
03. **Honours** – a grade point average of 3.00 to 3.49
04. **Distinction** - The student has to achieve an effort grade of E(excellent) or G (good) from all subject teachers.

Elementary Awards Criteria

Each award will be presented to one male and one female student in Grade 6 and 7, provided there are suitable candidates. In an effort to recognize talents that all our students possess, each individual student is eligible to receive one award.

Instances may exist where an award will be presented to more than one candidate of the same gender if there is not sufficient evidence to differentiate one student as a more deserving candidate.

To be eligible for an award, students must exhibit a positive, respectful and cooperative attitude within the school community.

Athletics Award

This award recognizes outstanding participation in extra-curricular athletic offerings at St. Ann's Academy.

The criteria used in selecting the award recipients are:

1. A consistent display of leadership and sportsmanship in all athletic endeavours.
2. The level of commitment to each sport demonstrated through regular attendance at practices and games.
3. Participation in at least two extra-curricular sport seasons at St. Ann's Academy.
4. The level of athletic skills achievement.

The recipients of this award are chosen by the Grade 6 and 7 extra-curricular coaches and the Elementary Athletic Coordinator.

Citizenship Award

This award recognizes students who display the following attributes:

1. Excellent leadership skills.
2. Outstanding participation in school sponsored activities.
3. Above average classroom effort.
4. Outstanding commitment to volunteering time to serve others.

The recipients of this award are chosen by the classroom and specialty teachers at each grade level.

Distinction Award

This award recognizes students who have achieved outstanding effort in all subject areas in all three reporting terms. Students eligible for this award will receive a Distinction Award Certificate.

The recipients of this award are chosen by the classroom and specialty teachers at each grade level.

Academic Award

This award recognizes students who have consistently achieved high academic standards throughout the year. Specifically, award recipients must have received First Class Honours and displayed outstanding effort in all three reporting terms in the core subject areas.

The recipients of this award are chosen by the classroom teacher(s) at each grade level.

Religion Award

This award recognizes students who live an active spiritual life, display their Christian faith within the school community, are active participants in their parish community, and achieve excellent marks in Religion class.

The recipients of this award are chosen by the classroom teacher(s) and pastors from Sacred Heart Cathedral & Holy Family Parish at each grade level.

Physical Education Award

This award recognizes outstanding participation in Physical Education class at St. Ann's Academy.

The criteria used in selecting the award recipients are:

1. A consistent display of leadership and sportsmanship in all athletic endeavours.
2. The level of commitment demonstrated through regular and punctual attendance of class.
3. A positive, respectful and cooperative attitude in class.
4. The level of athletic skills achievement.

The recipients of this award are chosen by the Grade 6 and 7 Physical Education teacher(s).

Grade 6 Music Award

This award recognizes outstanding participation in the Grade 6 Music class at St. Ann's Academy.

The criteria used to select the award recipients are:

1. Enthusiastic participation.

2. Evidence of growth in musical literacy throughout the year.
3. Demonstration of responsibility to themselves and to other students while experiencing classroom music.
4. Demonstration of respect for music from various historical and cultural contexts.
5. Eligible students for this award must have achieved a grade of 'A' for Band on at least two report cards, including the last term in June.

The recipients of this award are chosen by the Grade 6 Music teacher.

Grade 7 Music Award

This award recognizes outstanding participation in the Grade 7 Music class at St. Ann's Academy.

The criteria used to select the award recipients are:

1. Enthusiastic participation.
2. Evidence of consistent musical growth and proficiency on his/her instrument throughout the year.
3. Demonstration of responsibility to the group and positive participation during rehearsals and performances throughout the year.
4. Eligible students for this award must have achieved a grade of 'A' for Band on at least two report cards, including the last term in June.

The recipients of this award are chosen by the Grade 7 Music teacher.

Visual Arts Award

This award recognizes outstanding participation in the Visual Arts class at St. Ann's Academy.

The criteria used in selecting the award recipients are:

1. Consistently met the criteria assigned to each art project throughout the year.
2. Shown personal creative expression and artistic vision.
3. Demonstrated a willingness to explore and experiment with new materials and techniques.
4. Demonstrated the ability to work with unexpected changes and adapt to evolving artwork.

The recipients of this award are chosen by the Visual Arts teacher(s).

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Elementary Crusader of the Year Award

This award is presented to one male and one female student in Grade 7.

The criteria used in selecting the award recipients are:

1. Student's grades reflect their academic potential.
2. Involvement in extra-curricular activities.
3. Leadership in class and extra-curricular activities.
4. School ambassador.
5. Positive Christian attitude toward community members.
6. Citizenship – in class, school, and community.
7. Commitment – student must be enrolled for Grade 8 at St. Ann's Academy.
8. Punctuality.

The recipients of this award are chosen by the Grade 7 teacher(s) and the Elementary Vice-Principal.

The Brennan Comazetto Memorial Scholarship

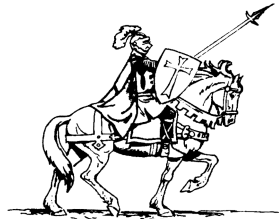
Awarded annually to the most deserving grade five student, in recognition of outstanding humanitarian achievements.

SCHOOL FACTS

Name: St. Ann's Academy **School Colors:** Blue and Gold

School Motto: Fides et Scientia (Faith and Learning)

Nickname: Crusaders



OUR SCHOOL CREST

1. The mountains and sunrise represent BC
2. The three symbols represent industries important to BC and Kamloops, mining, ranching, and forestry.
3. The Congregational crest of the Christian Brothers.
4. The school logo, The Crusader
5. The school motto, Faith and Learning
6. The maple leaf represents Canada
7. The "Y" represents the origins of the name Kamloops – "The meeting of the waters", the North and South Thompson flowing into the Thompson.

