

Student Handbook 2009-2010



Carlton Comprehensive High School

*Principal: Mrs. D. Kilmer
Vice-Principal - Mr. B. Coffin
Vice-Principal - Mr. J. Court
Vice-Principal - Mr. K. Morrison*

*665 - 28 Street East
Prince Albert, SK S6V 6E9*

Telephone Numbers

*General Office (306) 922-3115
Attendance (306) 764-3224 (24 hour service)*

Fax Numbers

*General Office - (306) 764-1770
Student Services - (306) 763-1536
Physical Education - (306) 764-1888*

This agenda belongs to:

Name _____

Address _____

City/Town _____ *Postal Code* _____

Phone _____

Student Number _____

Carlton Class Times

8:50	Welcoming Bell
8:55 – 9:55	Period One
9:55 – 10:00	Class Change
10:00 – 11:00	Period Two
11:00 – 11:05	Class Change
11:05 – 12:05	Period Three
12:05 – 1:00	Noon
1:00	Welcoming Bell
1:05 – 2:05	Period Four
2:05 – 2:10	Class Change
2:10 – 3:10	Period Five

Semester 1 Timetable

	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
<i>Period 1</i>					
<i>Period 2</i>					
<i>Period 3</i>					
<i>Period 4</i>					
<i>Period 5</i>					

Semester 2 Timetable

	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
<i>Period 1</i>					
<i>Period 2</i>					
<i>Period 3</i>					
<i>Period 4</i>					
<i>Period 5</i>					

Table of Contents

Attendance and Punctuality	3, 4
Fighting	
MSN internet bullying	
Procedures for excused & unexcused absences	
Strategies to deal with inappropriate behaviour	
Carlton on the Web	16
Cell Phones	9
Cheating	5
Evaluation Policy	6
Expectations of Students	2
Extracurricular Activities	14
Extracurricular Sports Philosophy	14
Graduation	6
Graduation Credit Verification	8
Infant Care Centre	12
Library-Resource Centre	12
Lockers and Locks	9
Mission Statement	1
Parking	9
Part Time Students	5
Plagiarism	5
Principal’s Message	1
Purpose Statement	1
School Dances	15
School Sponsored Activities	11
Skateboarding	10
Smoking	10
Snacks and Noon Hour Lunch Breaks, Class Change and Class Time	11
Student Awards	6, 7
Student Fees	11
Student School Accident Policy	12
Student Support Services	13
Swimming Pool	13
Textbooks	11
 School Calendar of Events	

PRINCIPAL'S MESSAGE
CARLTON - A SCHOOL THAT IS BIG ON LEARNING

For those students attending Carlton Comprehensive High School for the first time, we will endeavour to make you feel at home. If you are returning for another year of studies, “welcome back.” The school and staff are here to assist you in your growth and education.

This study guide and book is intended to help you. We hope it will help you keep track of your academic progress as well as social and extracurricular events throughout the year. This organizer will enable you to meet your obligations as a student in an effective manner.

Our school has established itself as having an excellent reputation for scholastic and extracurricular achievement. We urge you to take advantage of the many opportunities available at our school.

We wish you all the best in the upcoming school year and hope you have a highly successful and rewarding year.

Dawn Kilmer, Principal

MISSION STATEMENT

***CARLTON'S MISSION IS
CREATING LEARNING OPPORTUNITIES THAT
ENCOURAGE ALL STUDENTS TO STRIVE
FOR PERSONAL EXCELLENCE.***

PURPOSE STATEMENT

***CARLTON'S PURPOSE IS TO ASSIST STUDENTS
IN DEVELOPING CONFIDENCE,
RESPONSIBILITY and INDEPENDENCE.***

EXPECTATIONS OF STUDENTS

The guidelines outlined in this handbook are intended to make Carlton a safe learning environment for our students and staff. To experience success at Carlton, the rights of each individual are balanced to meet the needs of a larger group of students. Individual needs cannot and must not adversely affect the safety and learning opportunities of others.

Student success can be achieved by following the expectations listed below. Students are expected to...

- respect the property and personal rights of every individual involved with Carlton.
- be in regular attendance in all of their classes, be on time, and complete all assigned work on time.
- be in their classes and not in the hallways during class time. Students are expected to pick up their books for all morning classes at the beginning of the day and for all afternoon classes prior to 1:05 p.m. Should it be necessary to be in the hallways during class time, students are expected to conduct themselves in a courteous and quiet manner and carry a hallway pass.
- be in the Resource Centre, the Cafetorium or the Student Lounge during a study period only. Students are not allowed in the hallways once class begins. Students waiting for rides are to wait in the main office or at the front doors.
- advise a visitor to present himself/herself to the General Office upon entering the building.
- understand that the operation of electronic communication devices, etc. (walkie-talkies, cell phones) is prohibited during class time.
- dress appropriately for school. Hoodies, hoods, etc. must be down when in the school at all times so that faces are always visible.

ATTENDANCE AND PUNCTUALITY

The procedure outlined below is designed to assist students to make appropriate choices regarding their attendance. Logical consequences for making inappropriate choices are included to emphasize that responsibility is an integral component of the decision making process.

We believe that ...

- Student success is closely linked to attendance.
- Students, parents, guardians, and staff must interact and communicate on a regular basis in order to provide a safe, well-ordered and welcoming learning environment.
- Students learn to discipline themselves if they are allowed to experience the logical consequences of their actions.
- There must be clear, consistent expectations for developing positive behaviours in the learning environment.
- These expectations must be communicated to, and supported by all students, parents and staff.
- Parents and guardians have the responsibility to instill in their son or daughter an understanding of the importance of education by ensuring their son or daughter attends classes regularly and punctually.
- If an absence has been called in by a parent/guardian, the student is not to be on school property. All classes are important at Carlton.
- Excused absences will not be accepted for exams/assessments unless the call is prior to the exam. A doctor's note is also acceptable.

Procedures for Excused and Unexcused Absences

- If a phone call or note explaining an absence is not received prior to 3:30 p.m. the day the student is absent, the automated phone system will call you every time your student has an unexplained absence (each period missed = one absence).
- Each time a student has an unexcused absence, the Carlton automated phoning system will call the student's home. The information provided will identify:
 - the grade of the student
 - the period(s) missed
 - the total number of misses for the semester and
 - the total number of unexcused absences.
- Logical consequences, as outlined in the administrative procedures of the Saskatchewan Rivers School Division's Code of Conduct, will form the basis of support for the student, parent/guardian, and staff.
- If a student is on the property, it is expected that the student will be in the class for which the student is timetabled.
- If a student becomes too ill to attend class during the school day they must go to the main office and report to a secretary, student counsellor or an administrator. The student's parents/guardians will be contacted and arrangements made for the proper care of the student.

Strategy to Deal with Inappropriate Behaviour

Student discipline is the responsibility of all staff throughout the school day and during school sponsored activities. If inappropriate behaviour is observed, the staff member is expected to take appropriate measures to correct the situation.

Inappropriate behaviour must be dealt with firmly, and at the same time provide an opportunity to demonstrate changed behaviour and attitude. It is expected that most incidents will be dealt with by the staff and students. Repeated disregard for Carlton's rules and guidelines will result in a referral to

administration. Students displaying rude, disrespectful and/or aggressive behaviour must be referred to administration to begin the discipline process. Staff and administration together may choose to access the discipline process at a more advanced stage depending upon the seriousness of the infraction. Students who are suspended are responsible for all activities/work missed during their suspension.

It is expected that students will abide by the rules of the school. In the event that a student exhibits irresponsible or disrespectful behaviour and it is brought to the attention of the administration, one or more of the following will occur:

- parental contact
- inschool suspension
- one-day out-of-school suspension
- two-day out-of-school suspension
- three-day out-of-school suspension
- ten-day out-of-school suspension
- letter of suspension or expulsion to the Student Discipline Committee of the Saskatchewan Rivers School Board
- community service may also be part of the consequences

The discipline cycle will be carried over to the next semester. Consideration will be given to students who have demonstrated improved behaviour for a prolonged period since the last inappropriate behaviour.

Fighting

Be advised that any Carlton student involved in a consensual fight during the school day could be discontinued from Carlton. Students fighting during the school day off school property are still within the jurisdiction of the school and will be disciplined accordingly. Bystanders to any fight may be subject to suspension.

MSN/Internet Bullying

A number of student problems have emerged around the use of Internet message boards – primarily MSN. Many students use MSN to communicate with each other from their homes. We are seeing a rise in student conflict resulting from MSN interaction. Students have insulted, threatened, and challenged other students using MSN. This activity seems more prevalent in Internet “chats” than what we would consider normal or typical. Our school division’s violence and student harassment policies provide consequences for any cases of threats or insults including those exchanged on chat lines.

Search & Seizures

Lockers/desks/computer files are school property. Students shall have no expectation of privacy therein.

Questioning and searching by administration and police are a possibility if there is a reason to suspect a wrong has been done. Efforts to contact parents will be made only if charges will be laid.

PART TIME STUDENTS

Any students not taking four credits in a semester are classified as part time students. Part time students are not to be on the premises (this includes the parking lot) when they do not have a class unless permission is granted by administration.

PLAGIARISM

Plagiarism is the use of someone else's words, ideas, thoughts, essays, papers, etc., as if they were your own. It is considered to be among the most serious of academic offences, and at a post-secondary level may result in failure, academic suspension, expulsion, or other academic penalties. We at Carlton also take plagiarism very seriously, and are finding that it is becoming alarmingly frequent as many students are printing reports, essays, papers, etc. from the Internet and are submitting them as their own work. This is no different from any other form of cheating and will lead to serious consequences.

Information found on the Internet, and other sources can be documented and used legitimately in your essay or paper. The unfortunate reality is that many of the skills that students are using in finding and submitting these plagiarized papers are the same skills they would use to find information that could be examined, documented, and used as the basis for their own legitimate papers.

The primary purpose for the research essay, paper, or project, from an educational perspective at the high school is to learn and develop the research, writing, and documentation skills, necessary to be successful at both the secondary and post-secondary levels. Plagiarized papers, as well as being inherently dishonest, also circumvent the learning process these papers and projects are intended to support, and short-change you in terms of learning potential.

For information on how to write and document a quality paper go to Carlton's Home Page.

CHEATING

Cheating is in direct conflict with the mission and vision of Carlton Comprehensive High School. Each teacher will individually address consequences of such action in their evaluation plan and expectations of students.

EVALUATION POLICY

The evaluation policy will be explained by each classroom teacher. Guidelines on how final grades are tabulated, expectations for writing exams on scheduled days and consequences for truancy and cheating will be explained. It is the student's responsibility to understand the evaluation policy for each class.

GRADUATION

- By the end of the second week of Semester Two all students will be expected to have completed an Application for Graduation.
 - Only students who meet the Ministry of Education minimum of twenty-four credit requirements for graduation and have paid all school fees will be allowed to participate in the cap and gown ceremony.
 - Students who are in danger of not meeting Ministry of Education requirements will be notified by their classroom teachers and administration by midterm of second semester and will be removed from the cap and gown list.
 - Students may be reinstated on the graduation list if they receive written confirmation of successful completion from their classroom teacher and give that confirmation to the Principal.
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STUDENT AWARDS

There is an annual Awards Program, which recognizes student achievement and excellence in the current school year. Grade 12 students are to submit applications to Student Services if they wish to be considered for scholarships/bursaries. Student Services has a list of scholarships/bursaries available.

Carlton's Honour Roll Criteria

Carlton has three levels of Honour Roll distinction for grades 9-12:



Semester I

- a) ***Honours*** - an average of 80% counting four classes.
- b) ***Honours with Distinction*** – an 85% average counting four classes or an average of 80% counting four classes with three marks above 85%.
- c) ***Honours with Great Distinction*** – a 90% average counting four classes or an average of 80% counting four classes with three marks above 90%.

Note: Info Pro 10 mark will not be included in calculations for Grade 9. To be eligible for Honour Roll, a student in Grades 9-12 must not be failing a class.

Semester II

- a) ***Honours*** - an average of 80% counting eight classes.
- b) ***Honours with Distinction*** – an 85% average counting eight classes or an average of 80% counting eight classes with six marks above 85%.
- c) ***Honours with Great Distinction*** – a 90% average counting eight classes or an average of 80% counting eight classes with six marks above 90%.

Grade 12 Semester II Honour Roll criteria is based on Semester I final marks and Semester II midterm marks.

Note - Grade 12 students carrying less than eight classes will not be considered for the Honour Roll. They will, however, be considered for scholarship purposes.

Governor General's Academic Medals

The Governor General's Academic Medal was first awarded in 1873 by the Earl of Dufferin, and has since become one of the most prestigious awards that a student in a Canadian educational institute may receive. The Governor General of Canada continues this tradition of encouraging scholarships across the nation and recognizing outstanding students.

The medals are known as the Governor General's Academic Medals and are awarded only for academic excellence at four levels: Bronze at the secondary school level; Collegiate Bronze at the post-secondary diploma level; Silver at the undergraduate level; and Gold at the graduate level.

A Bronze medal is awarded to the student who achieves the highest average upon graduation from a secondary school based on academic proficiency criteria.

The student's average must be calculated in accordance with the "Transcript of Secondary Level Achievement" issued by Ministry of Education and using the following criteria to determine which courses are eligible for consideration.

- Each applicant's standing shall be determined by averaging the final marks for: English A30, English B30 (Français A30 or Français B30 may also be used), one of Social Studies 30, History 30, or Native Studies 30, one natural science, one mathematics and two electives at the 30-level (*) for the year ending June 30, 2010. Comparable courses offered in French are also acceptable.

Valedictorian

The Valedictorian is the graduating student with the highest average after term three using the Carlton Honour Roll criteria.

General Proficiency Awards - \$400.00

The student's average must be calculated in accordance with the "Transcript of Secondary Level Achievement" issued by Ministry of Education and using the following criteria to determine which courses are eligible for consideration.

- Each applicant's standing shall be determined by averaging the final marks for: English A30, English B30 (Français A30 or Français B30 may also be used), one of Social Studies 30, History 30, Native Studies 30, one natural science, one mathematics and three electives at the 30-level (*) for the year ending June 30, 2010. Comparable courses offered in French are also acceptable.

There are approximately 10 – 15 Carlton students who are eligible for a General Proficiency Award each year. Along with the above criteria, students must have proof that they are attending a post-secondary educational institution in order to qualify.

***Only one 30 level mark can be counted in a double credit course (eg. Work Exploration).**

Graduation/Credit Verification

This form is a credit checklist to ensure you meet the basic graduation requirements for Ministry of Education. A mark of 50% and over is required to have completed a credit. Please follow the instructions in completing this form. As you transpose a credit from your transcript to this form put a check mark beside it on your transcript.

1. Two Fine Arts or Practical and Applied Arts courses are required. Please look at your transcript and write two level 10 PAA or Fine Art requirements on line 16 and 17.
2. Begin in **box A**, write the mark down for any credit you have completed in the space directly across from the course. Circle the course you took.
3. Move to **box B**, indicate all credits you have completed. If you have completed more than one course under 9 and 10, circle one course, put mark in the mark column and list any additional courses in **box D**.
4. Next, complete **box C**. Indicate two completed 30 level courses on line 14 and 15.
5. Any additional credits that you have earned, but have not recorded in **box A, B, or C**, must be listed in **box D**.
6. Put a "T" in the mark space for any courses you are currently enrolled in.
7. The minimal requirement for graduation is 24 credits, with compulsory credits listed in **box A, B and C**.
8. French Immersion students are asked to put a star beside all courses taken in French. 12 credits must be taken in French to obtain graduation with a French Immersion status.

A. LEVEL 10	
Compulsory Requirements:	Mark:
1. ELA A10 or A11 or Francais 10	1. _____
2. ELA B10 or B11 or Francais 10	2. _____
3. One of: Hist. 10 or Soc. St. 10 or Nat. St. 10	3. _____
4. Math 10 or Math 11	4. _____
5. Science 10 or 11	5. _____
6. Circle one of: Wellness 10 or Phys. Ed. 20 or Phys. Ed. 30	6. _____

B. LEVEL 20	
Compulsory Requirements:	Mark:
7. ELA A20 or A21	7. _____
8. Math 20 or Math 21	8. _____
9. Circle one of: Soc. St. 20 or Hist. 20 or Psych. 20 or Nat. St. 20	9. _____
10. Circle one of: Science 21 or Chem. 20 or Biol. 20 or Physics 20 or C/Sc. 20	10. _____

C. LEVEL 30	
Compulsory Requirements:	Mark:
11. ELA A30 or A31 or Francais 30	11. _____
12. ELA B30 or B31 or Francais 30	12. _____
13. Circle one of: Soc. St. 30 or Hist. 30 or Nat. St. 30 or Etudes Canadiennes 30	13. _____
Two Grade 12 level classes:	
14. _____	14. _____
15. _____	15. _____

D. Electives (Please list all classes successfully completed that are not listed above.)	
Class	Mark
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____
21. _____	_____
22. _____	_____
23. _____	_____
24. _____	_____

Additional courses beyond 24 required for graduation.	
Class	Mark
25. _____	_____
26. _____	_____
27. _____	_____
28. _____	_____
29. _____	_____
30. _____	_____

CELL PHONES

The operation of electronic communication devices (walkie talkies, cell phones) is prohibited during class time. Parents/Guardians may leave important messages by calling 922-3115 and pressing “3”. Cell phones must be turned off and not in use in any way while students are in the classroom.

Most students are responsible and understand respectful cell phone use. However, if they are not, the teacher will take the cell phone and return it at the end of the class/day. After the first warning, the phone will be given to administration and the student can pick it up at the end of the day from the appropriate administrator. If there is a third time administration will only return the phone to a parent/guardian.

LOCKERS AND LOCKS

There are two types of school lockers:

- hall lockers
- gymnasium tote boxes and lockers

Students are to ensure that no volatile, toxic or otherwise objectionable or illegal materials are stored in the school lockers. The school will not be responsible for lost or stolen items. Large sums of money and/or valuable items should not be brought to the school.

NOTE: The school reserves the right to examine the lockers at any time. Your name and grade should be clearly printed in ink in all your books and in gym clothes and shoes. Found articles should be taken to the General Office. If you have lost something, check at the General Office.

Hallway Locker Distribution

Lockers will be distributed on the first day of school during Period 1. Students in grades 10, 11 and 12 will be asked to pick a locker of their choice, register that locker with the teacher supervising that hallway and receive the combination number. Students will use the same lock and locker during their stay at Carlton. Locker assignment will be available at the office (date will be announced) for those students who were unable to obtain their locker on the first day of school.

PARKING

The north parking lot and the Art Hauser Centre parking lot are provided for students' use. Students are to park one vehicle per parking stall. Each stall is indicated with yellow lines. If a car is not properly parked in the stall it will be ticketed. Any student who abuses the parking lot privileges will have his/her car ticketed or towed away. ***There is no parking on the roadway in front of the school. Vehicles parked there will be towed at the owner's expense.*** Students are not allowed to park in the east parking lot. This is for staff and visitor parking only; non-staff vehicles parked in this area will be ticketed or towed away.

SKATEBOARDS

Skateboarding is not allowed anywhere on school property.

Skateboards on school property must be carried in hand at all times or stored in student lockers during class time.

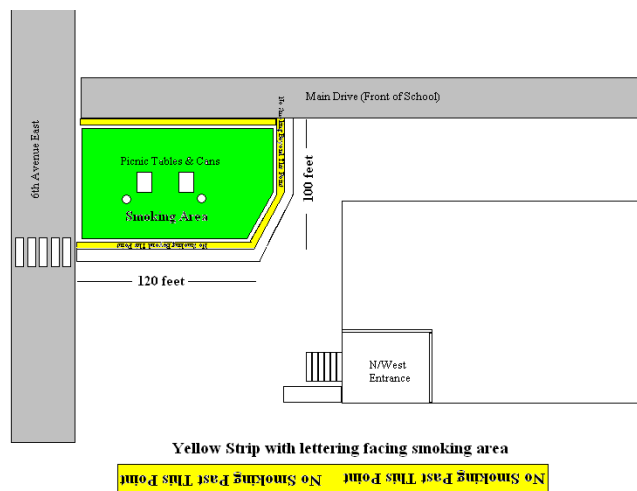
Teachers will take any skateboard being used on school property and bring it to the appropriate administrator. It will be held in the office and may be returned the next day. Normal discipline cycle will follow with any further incident.

SMOKING

Rationale

Carlton is a smoke free facility. Smoking is not permitted in the building or at any of the school entrances. **There is only one designated student smoking area on the school grounds.** It is located on the north/west side of the building near the Sixth Avenue entrance to the parking lot (see map below). The smoking area is clearly outlined with yellow paint, and smoking will only be allowed within this one marked area.

People must be able to use any entrance of the school without being exposed to smoke. Therefore, one smoking area has been established away from all school entrances for this reason.



Please be advised that if students choose to smoke on school grounds outside of this designated area that it will result in a warning for the first offense, followed by a one day suspension for the second offense and a three day suspension for the third offense, etc.

Further restrictions to smoking practise at Carlton may come into effect as new city/provincial and School Board bylaws/policies come into effect.

SCHOOL SPONSORED ACTIVITIES

As representatives of Carlton, good manners, courtesy, and high levels of personal conduct are required at all times. Students participating in school-sponsored activities (team sports, tours, etc.) are required to adhere to the Standards of Conduct as outlined by the supervising teacher.

FOOD/DRINKS AT NOON HOUR LUNCH BREAKS, CLASS CHANGE AND CLASS TIME

Noon Hour

All food/drinks must be consumed in the Cafetorium or Student Lounge – no food or drink will be consumed in the hallways at any time.

Food/drinks carried openly in the hallway must move in the shortest and most direct route to the Cafetorium or Student Lounge for consumption at lunch time.

Students are responsible for cleaning their table/area when they have finished eating in the Cafetorium or Student Lounge.

Class Change Time/Class Time

No food/drinks will be carried openly through the hallways at class change time.

Food or drink (other than bottled water) are only allowed in class by teacher permission.

Students or staff are responsible to clean up any spills or mess in the classroom created from food/drink.

The classroom teacher must directly supervise food/drinks being transported to the classroom for special activities.

STUDENT FEES

All students are required to pay a \$40.00 school registration fee on the first day of school; Grade 9 students will pay an additional \$25.00 shop fee; and all Grade 12 students are required to pay an additional \$38.00 graduation fee.

The school fee includes the student handbook, yearbook, printing costs, locker fee, lock, and postage costs. Students will be charged directly for any lost/damaged textbooks and library books.

TEXTBOOKS

All required textbooks (not including dictionaries, etc.) will be supplied by the school. Names should be written clearly in all your textbooks as well as the name of the teacher issuing the text. Students will be charged for lost, damaged or marked textbooks.

STUDENT SCHOOL ACCIDENT POLICY

School accident insurance has been purchased on your behalf while you are attending Carlton Comprehensive High School from Seaboard Life Insurance Company. Information regarding coverage and benefits under this policy is available from the General Office.

INFANT CARE CENTRE

Carlton Infant Care Centre is a non-profit, government licensed, twelve space Infant Care Centre. We accept children from birth to 18 months of age from parents who are completing high school classes at a Prince Albert and area school. Qualified staff help young parents stay in school and learn about their children's changing needs.

THE LIBRARY-RESOURCE CENTRE

The objective of the Carlton Comprehensive School Library-Resource Centre is to supply the materials and assistance needed by teachers and students to research topics included in the curriculum. A further aim is to provide recreational reading, viewing and listening for students. With a stock of thirty-five thousand books, magazine subscriptions, and audio-visual materials, the Library is able to fulfill student goals.

The Library-Resource Centre is not a student lounge, but a quiet, comfortable place where students may read or study without having to contend with distracting noise or interruptions. If students wish to visit and talk with their friends, they are to go to the Cafetorium or the Student Lounge. No food or drinks are allowed in the Library.

Borrowing Privileges:

- Each new student will be issued an identification card with a bar code number. This card is to be used to check out materials from the library.
- Encyclopaedias and reference books may be signed out on an overnight basis.
- Magazines cannot be signed out. To ensure that all students have access, the Library provides free photocopying services of the necessary pages.
- All other materials will have a 21-day lending period. Renewals are permitted. The co-operation of the students in returning books promptly will help the Library to provide good service. There are no fines levied by the Library, but if a book is not returned after 21 days, it is assumed lost. The cost of the book is charged to the student and borrowing privileges are suspended. When the book is returned or charges paid, the restrictions are removed.
- The Resource Centre has Internet access available to students.
- See computer acceptable use guidelines.

It is hoped that all students of Carlton Comprehensive High School will take pleasure and pride in their Library-Resource Centre.



STUDENT SUPPORT SERVICES

Counselling services are available to all Carlton students. Our objectives are:

- to assist students in obtaining maximum benefits from their studies;
- to help students develop to their fullest potential and to assist students in their personal growth and development; and
- to assist students to fully explore their options.

Services Available

- Career Education and Counselling
- Educational Counselling
- Stay-in-School Initiatives
- Scholarship and Loan Information
- Drug and Alcohol Counselling
- Post-Secondary Information
- Personal Counselling
- Referral Services to other Agencies
- Student Registration



Activities Sponsored by Student Services

- Teen Mothers' Group
- Career Days
- Tours: Post Secondary Institutions

Shared Services

Several other professional services may be accessed through Student Services.

- Educational Psychologist
- Public Health Nurse
- Speech Therapist
- Addictions Counsellor

SWIMMING POOL

The Frank Dunn Swimming Pool is open for student use on a daily basis from 12:05 p.m. to 1:00 p.m. and 3:30 p.m. to 4:30 p.m. Use of the pool is free to all students. The pool is also an employment opportunity for any students with the proper qualifications.

Preferred Practice for Student Life Guarding during regular school hours:

- Students will provide life guarding during their spare periods only.
- Exceptions will be made in cases where a lifeguard is needed but no lifeguards with a spare are available. In these instances, students will only be allowed to miss one period of any one class per semester for life guarding.

Extracurricular Activities

Badminton	Outdoor Education Club
Basketball	Pet Therapy
Break Dancing	SADD
Car Club	SLC
Cross Country	Skills Canada
Curling	Soccer
Drama	Track & Field
Football	Volleyball
Golf	Wrestling
International Club	Yearbook
	Youth Business Institute

Extracurricular Sports Philosophy

Extracurricular athletics are provided at Carlton because they enhance the physical, social, spiritual, intellectual and emotional development of individual student athletes.

The Carlton athletic program develops these areas by promoting the:

- Pursuit of personal and team excellence by instilling values such as teamwork, co-operation, respect, time management and self-discipline;
- Development of positive lifetime fitness habits;
- Creation of as many opportunities for participation as is possible;
- Principles of fair play;
- Objectives set out by SHSAA.

Objectives of SHSAA

The objectives of the Association are:

- To encourage schools to provide a program of athletic activities for students.
- To encourage a varied athletic program in schools by restricting play to the recognized school sport season.
- To encourage the development of citizenship, good sportsmanship and athletic skills.
- To encourage, plan, supervise and administer inter-school and inter-district competitions.
- To encourage participation by students in a wide variety of inter-school athletics.
- To encourage the integration of sport activity with other portions of the school program.
- To encourage participation by students as representatives of their school and discourage all-star competitions.



***Get involved.
Listen to
announcements for
start-up dates of all
extracurricular
activities***

School Dances

Tickets

- ***All guest tickets must be purchased by 1:05 on the Thursday before the dance.***
- No refunds will be issued except for an unapproved guest ticket purchase.
- Guest tickets will be an alternate colour to the Carlton student ticket.
- Carlton students who have purchased a Student Activity Card are not required to purchase a dance ticket. The card is your admission. ***Bring it to the Dance!***
- All students must have a student activity card or student card to gain admittance.

Guests

- Carlton students may invite one guest to each dance.
- The guest must accompany the Carlton student to get in the door.
- The Carlton student is responsible for the guest's behaviour.
- Guest tickets must be purchased by 1:05 the day before the dance.

Admittance/Late Arrivals

- Doors open at 8:00 p.m. and close at 9:00 p.m.
- Dances will end promptly at 12:00 midnight.
- Any student who is currently suspended from classes, is truant the day of the dance, or has unexcused absences will not be admitted.
- Students may be admitted to the dance after 9:00 p.m. if they have arranged in advance to be put on the "late list" at the front office.

Code of Conduct

- Students must check outdoor coats, backpacks, purses, etc. at the coat check.
- Students are not allowed to bring in any beverage from outside.
- If a chaperone suspects a student or guest is under the influence of alcohol or drugs, the student and guest will be admitted and then brought to the office. Parents will be expected to take their student home following such incidents.
- If a guest is requested to leave, the Carlton escort will also leave.
- If a Carlton student is requested to leave, the guest will also leave.
- No smoking is permitted in the building.
- Violation of this Code of Conduct will result in disciplinary action being taken by the administration.

Procedures

- Security people will be hired by the SLC for every dance.
- Parent helpers will be secured by students to work the coat check and to sell beverages and dance paraphernalia.
- Staff chaperones will be secured by the teacher dance coordinator prior to the dance.
- Tickets will be sold by the SLC the week of the dance.
- The list of guests will be submitted to administration at 1:05 on the Thursday before the dance for approval.
- Any guest not approved by administration will receive a refund.
- Students/guests may be required to provide a breath sample.

Carlton on the Web

Bookmark the Carlton web site

www.carlton.srsd119.ca

because you'll want to check it out often.

Carlton's web pages contain a tremendous amount of information for students and parents. You'll find:



- Information about our school, such as the school calendar
- Assignments, and help for students in their classes
- Access to the school library catalogue
- Selected sites chosen to help locate information needed for class projects
- Course materials for specific classes
- Career information
- News and events of clubs, sports teams, and other happenings at Carlton
- Email addresses of staff members
- Examples of student work
- Proper bibliographic format (MLA APA)

and much, much more.

Make <http://www.carlton.srsd119.ca> your starting point for the information you need to know about our school.

