

# WELCOME TO WESTPARK SCHOOL

Thank you for being part of our learning community at Westpark. We look forward to partnering with you as we provide an education that takes into account your child's unique gifts and abilities and works towards helping achieve their full potential academically, spirituality, socially, and through various extra-curricular opportunities.

As you read through this handbook you will see what makes Westpark a great school. More specific information will be made available to you from the school office about specific programs we offer.

We hope you will see our passion and heart that makes this the best choice for your family. We work to make this a place where our students can grow and develop into people of strength and character, equipped and enabled to be positive contributors to all areas of society and to bring Glory to God in all they do. Basically, we work hard to help our students grow into their God-given potential to become world-changers.

Parents, through the pages of this book we call you to be actively involved in your child's education through assisting with homework, through volunteering and supporting our various programs whether academic, spiritual or extra-curricular.

Students, we welcome you to accept the privilege of being a Westpark Student. Here you will find academics with an advantage, life skills with purpose; character development with strength to change the world.

At Westpark we are turning the world UP SIDE DOWN through academics for today, character for tomorrow and Jesus forever.

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## HISTORY OF WESTPARK SCHOOL

Westpark School was established in 1987 with 23 Kindergarten through Grade Six students. We have since expanded to include full middle and senior year's programs, and launched a successful Preschool program in 2008.

Westpark is a funded independent school accredited by the Province of Manitoba. We follow the Manitoba curriculum and our teachers are certified by Manitoba Education and Advanced Learning.

The dreams and aspirations of the past continue to be the driving force of our school. Having strong Christian teachers who approach their relationships with the students from a Biblical perspective, teaching with humility and integrity, is an important part of what makes us distinct and unique.

# THE WESTPARK DIFFERENCE

Westpark School works hard to offer one solid program of instruction from Kindergarten to Grade 12 and while we are happy to partner with you for as long as we are able and readily accept students in all grades as we have room, our focus is different depending on the grade and age of our students. We think of this difference in our three grade groups as Protect, Prepare and Propel.

## PROTECT

In the early years we seek to provide an environment where our Kindergarten to Grade 4 students are protected. We work hard to ensure that the students see everyone in their class as a friend and encourage them to play with all the children around them. Therefore our policies in the early years work to provide this protection through:

- No personal electronic devices (phones or other online devices) are allowed at school
- Students may not log into social media sites while at school.
- All students in Grades K-6 must have a hall pass if they are leaving their classroom by themselves
- Language must be appropriate (either the words they use or the topics they discuss)
- Play, conversations must not be of a violent or sexual nature
- Early years students begin with class-wide washroom breaks and move to individual ones as they get older
- We choose to not celebrate Halloween or do any other events at school which may be questionable for some parents
- Service projects through our IMPACT program are encouraged through opportunities focusing on our families and our school

We want to protect them at this age so that they can grow and develop without the things that hinder development so we encourage the parents of our elementary children to strictly monitor their involvement with video games, movies and social media where they could be exposed to things before they are developmentally ready to process the information in a healthy way. We have found that protecting our students at this stage of their development allows them to have a solid foundation and move to their subsequent stages of development with the beginning of a strong character.

## PREPARE

In middle years the students are more able to handle different situations and no longer need as much vigilance in protecting them. The policies that we have had in place for their first five years at Westpark have prepared them for this next step and so while we do not tolerate any bullying behaviour, or any inappropriate language or topics, our policies are more in line to prepare them for being able to make their own choices about their faith and other matters. Policies to this end in the middle years include:

- Personal electronic devices may be used at school at the teacher's discretion. Downloading a Bible Application will be encouraged.
- Proper etiquette will be expected in using electronics, social media, and online profiles.
- Students in grades 7 & 8 have the opportunity to choose two of four electives offered each year. This allowing them to begin to be prepared to take an active role in their education.
- Students are given more discretion as they move through the middle years with options during last recess which is more prescribed for grades 5 & 6 and less directed for 7 & 8.
- In grade 7 & 8 a student may leave the campus on their own with a note of consent from their parent or guardian.
- Service opportunities through our IMPACT program become more intense and focused outside of our building.

In order to prepare our middle years students for developing strong character, they need to be prepared to make decisions. In our experience the best way for us as a school to do this is through giving students measured liberty to make wise choices within a framework of parameters. This way when they make an unwise choice their character can develop with natural consequences that can become opportunities for learning.

## PROPEL

Senior years is a time when students have a lot more freedom and responsibilities as they work towards high school graduation. Our goal through the senior years is to propel these young men and women of strong character to change their world. Our policies that work to this end include;

- Senior years students are able to use personal electronic devices and use social media while at school however, they are not permitted to log into the wireless network. Also, they must use proper etiquette in using such devices and only are permitted to use them in class at the teacher's discretion.
- Senior years students are able to sign themselves out to leave the campus during lunch or during a spare period for any reason.
- As students progress through their senior years they are given more and more freedom in the courses they choose. In grade 9 students may not take a spare period because their development and maturity level makes it difficult for them to use the time wisely. However, when students move on they can, with the assistance of the Guidance Director and their parents make informed choices about the courses they choose. Every effort is made to provide a wide range of courses at the senior years level so that all students are appropriately engaged in their learning.
- Relationships with staff also face a major shift in the senior years. The teachers encourage a much more collegial relationship with the students as they begin to prepare for interacting with professors and instructors at the college or university level.
- Service projects through our IMPACT program also undergo a major shift. Trips both nationally and internationally become an option for senior years students through an application process. In addition regular monthly IMPACT opportunities are designed to empower the senior years students to see their ability to make changes to their world through their local community.

# GOALS OF WESTPARK SCHOOL

Westpark School seeks to embody and exceed the policies and standards of Manitoba Education, and Advanced Learning, as we operate as an approved independent school. However, we go beyond those guidelines and provide an interactive learning community focusing on all areas of our students: spiritual, academic, social and physical.

## ACADEMICS FOR TODAY

Westpark School strives for excellence for each of our students. We want to see each student reach their maximum potential for learning and understanding their world. Therefore we seek to empower our students to:

- Master foundational communication and computation skills.
- Master creative and critical thinking skills.
- Master research, study and decision-making skills.
- Develop a biblical understanding of our world.
- Develop an appreciation for various cultures and societies.
- Develop a framework with which to understand current events.
- Foster an understanding of God's creation and humanity's role in taking care of it.
- Develop an appreciation of the fine arts.
- Be well prepared in vocational, consumer and academic skills so that upon leaving Westpark school each student can excel in whatever post-secondary journey he or she wishes to embark upon.

## CHARACTER FOR TOMORROW

A strong academic foundation by itself cannot change the world, it must be paired with a strong character. We seek to empower and develop integrity in our students through their academics and extra-curricular programming through:

- Modelling and teaching our students effective interpersonal communication skills.
- Empowering our students to understand the implications for self-image and relationships within the context that all humans have been created in God's image.
- Challenging our students to demonstrate God's love, acceptance and forgiveness to others.
- Calling our students to do their work, play sport, and engage personally with others in a way that shows integrity, encouragement, and a love for truth.

## JESUS FOREVER

We believe that each student who is part of our school is embarking on a faith journey. Regardless of where they are on that journey we want to enable and empower them to continue. We will work towards each student:

- Understanding the faith journey they are on and developing their relationship with God.
- Understanding the love God has for them and returning attitudes of love, respect and obedience to God and the Bible

- Understanding the basic truths of the Bible as outlined in our statement of faith and having a literate understanding and appreciation of the Bible.
- Living a life dedicated to bringing about restoration and healing to their world through both their personal ventures and their professional aspirations.
- Developing Biblical leadership skills and developing their understanding of their spiritual gifts.

## STATEMENT OF FAITH

### GOD:

There is one God,<sup>1</sup>who is infinitely perfect,<sup>2</sup> existing eternally in three persons: Father, Son and Holy Spirit.<sup>3</sup>

### JESUS:

Jesus Christ is true God and true man.<sup>4</sup>He was conceived by the Holy Spirit and born of the Virgin Mary.<sup>5</sup>He died upon the cross, the Just for the unjust, as a substitutionary sacrifice, and all who believe in Him are justified on the ground of His shed blood. He arose from the dead according to the Scriptures.<sup>6</sup>He is now at the right hand of the Majesty on high as our great High Priest.<sup>7</sup>He will come again to establish His kingdom of righteousness and peace.<sup>8</sup>

### HOLY SPIRIT:

The Holy Spirit is a divine Person, sent to indwell,<sup>9</sup>guide, teach and empower the believer, and to convince the world of sin, of righteousness and of judgment.<sup>10</sup>

### BIBLE:

The Old and New Testaments, inerrant as originally given, were verbally inspired by God and are a complete revelation of His will for the salvation of people. They constitute the divine and only rule of Christian faith and practice.<sup>11</sup>

### SIN:

Humankind, originally created in the image and likeness of God,<sup>12</sup>fell through disobedience, incurring thereby both physical and spiritual death. All people are born with a sinful nature, are separated from the life of God, and can be saved only through the atoning work of the Lord Jesus Christ.<sup>13</sup>The destiny of the impenitent and unbelieving is

existence forever in conscious torment, but that of the believer is everlasting joy and bliss.<sup>14</sup>

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#### FREEDOM FROM SIN:

Salvation has been provided only through Jesus Christ. Those who repent and believe in Him are united with Christ through the Holy Spirit and are thereby regenerated (born again), justified, sanctified and granted the gift of eternal life as adopted children of God.<sup>15</sup>

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#### CHRISTIAN LIVING:

It is the will of God that in union with Christ each believer should be sanctified thoroughly<sup>16</sup> thereby being separated from sin and the world and fully dedicated to God, receiving power for holy living and sacrificial and effective service toward the completion of Christ's commission.<sup>17</sup> This is accomplished through being filled with the Holy Spirit which is both a distinct event and progressive experience in the life of the believer.<sup>18</sup>

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#### HEALING:

Provision is made in the redemptive work of the Lord Jesus Christ for the healing of the mortal body. Prayer for the sick and anointing with oil as taught in the Scriptures are privileges for the Church in this present age.<sup>19</sup>

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#### THE CHURCH:

The universal Church, of which Christ is the Head, consists of all those who believe on the Lord Jesus Christ, are redeemed through His blood, regenerated by the Holy Spirit, and commissioned by Christ to go into all the world as a witness, preaching the Gospel to all nations.<sup>20</sup>

The local church, the visible expression of the universal Church, is a body of believers in

Christ who are joined together to worship God, to observe the ordinances of Baptism and the Lord's Supper, to pray, to be edified through the Word of God, to fellowship, and to testify in word and deed to the good news of salvation both locally and globally. The local church enters into relationships with other like-minded churches for accountability, encouragement and mission.<sup>21</sup>

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#### LIFE AFTER DEATH:

There shall be a bodily resurrection of the just and of the unjust; for the former, a resurrection unto life; <sup>22</sup> for the latter, a resurrection unto judgment.<sup>23</sup>

## THE SECOND COMING OF CHRIST:

The second coming of the Lord Jesus Christ is imminent and will be personal and visible.<sup>24</sup> As the believer's blessed hope, this vital truth is an incentive for holy living and sacrificial service toward the completion of Christ's commission.<sup>25</sup>

### References:

1 Isaiah 44:6;45:5-6; 2 Matthew 5:48;Deuteronomy 32:4; 3 Matthew 3:16-17; 28:19; 4 Philippians 2:6-11;Hebrews 2:14-18;Colossians 2:9; 5 Matthew 1:18;Luke 1:35; 6 1Corinthians 15:3-5;1 John 2:2;Acts 13:39; 7 Hebrews 4:14-15;9:24-28; 8 Matthew 25:31-34;Acts 1:11; 9 John 14:16-17; 10 John 16:7-11;1 Corinthians 2:10-12; 11 2 Timothy 3:16;2 Peter 1:20-21; 12 Genesis 1:27; 13 Romans 8:8;1 John 2:2; 14 Matthew 25:41-46;2 Thessalonians 1:7-10; 15 Titus 3:5-7;Acts 2:38;John 1:12;1 Corinthians 6:11; 16 1 Thessalonians 5:23; 17Acts 1:8; 18 Romans 12:1-2;Galatians 5:16-25; 19 Matthew 8:16-17;James 5:13-16; 20 Ephesians 3:6-12;1:22-23; 21 Acts 2:41-47;Hebrews 10:25;Matthew 28:19-20;Acts 1:8,11:19-30; 15; 22 1 Corinthians 15:20-23; 23 2 Thessalonians 1:7-10; 24 1 Thessalonians 4:13-17; 25 1 Corinthians 1:7;Titus 2:11-14;Matthew 24:14;28:18-20

This statement of faith has been adopted by the Christian and Missionary Alliance in Canada and therefore by Prairie Alliance Church and Westpark School as members of the Christian and Missionary Alliance in Canada.

**If you would require further explanation or a more detailed description of the values, practices and theology of the Christian and Missionary Alliance in Canada please contact the school office and we would be happy to provide you with further information. Alternately, you can go online to the Christian and Missionary Alliance in Canada's website at [cmaacan.org](http://cmaacan.org).**

# ADMISSION POLICY

The following practices and policies are taken into account through the admission pathway at Westpark.

## ROLE OF PARENTS AND GUARDIANS

- Parents must agree to participate in the education of their child. This includes supporting the student through maintaining a good environment for learning at home.
- Parents must provide open and consistent support for the school as well as satisfactory study facilities, plus nutritional and health practices which help the student to be able to learn.
- In addition, discipline must be lovingly and consistently provided to encourage the child to be self-disciplined.
- Parents must agree to support their children being taught and disciplined according to the school's philosophy and policies.
- Parents must agree to a compulsory religious Bible component that is taught to grades K to 12.

## ROLE OF SCHOOL

- Grade placement is the school's decision based on the previous school's assessment, Westpark's assessment and any other evaluative process deemed necessary.
- Students are accepted and placed in classes on a probationary basis. If information comes to the school with the cumulative file or the student does not appear to be appropriately placed the school reserves the right to change the placement or ask the parents to withdraw their student if he or her needs are beyond the ability of the school to meet.
- Students with special needs are accepted if adequate assistance and support is available.
- Each new family or student will be subjected to our procedures for admission as follows;
- Application form completed
- Assessment from resource teacher
- Interview with student and parents (separately and together)
- All admission decisions are made by the Leadership Team consisting of the Administrative team and Resource Teacher.
- If a waiting list is established, returning students' spots will be held until April 15 (or the last day of the week which the 15<sup>th</sup> falls in) of the previous school year at which time admission will be processed in the order they are completely submitted (all fees and information is in the office).



# FEES AND TUITION POLICY

## APPLICATION FEES:

- A non-refundable application fee of \$40 per student must accompany the application form(s).
- The application fee helps cover the costs of the interviews, setting up files, and placement evaluations. The fee holds a place for a student if they are accepted. The application fee is non-refundable.
- The application fee will be charged for all new students and students returning after more than a one-year absence or an expulsion or refusal to readmit.

## TUITION:

- Tuition is received to supplement the cost of education for students and is calculated on the basis of the entire school year.
- A deposit of \$100, which is a portion of the tuition, is required to hold a space for a student. Deposits are non-refundable.
- The balance of tuition is payable in instalments, or at a discount by paying in a lump sum before the end of June of current school year.
- Students enrolling during the school year will be charged at a rate of 1/10 of the annual tuition times the number of months, or portions thereof, left in the school year.
- There is an automatic discount for families with multiple children enrolled.
- For a detailed description of the tuition for this year please see tuition information on the application form for the current school year.

## CAPITAL IMPROVEMENT FEE:

- This fee is per family and goes towards the capital expenses that the school needs to keep and maintain the facility (things in the building, not books). Capital fees do not go toward new building construction. They are supplemented by budgeted money from the general fund of the school. The Capital fee is 100% tax deductible and is included with the tuition portion on your annual tax receipt.

## SCHOOL ACTIVITY FEES:

- Fees are based on the actual costs for field trips from the previous school year, and are determined according to appropriate grade groupings. There will be no reimbursement for students who choose not to attend the activity.
- Mileage is calculated to parents on the rate of 5 cents per participant per kilometer. A participant is someone who is required to be in attendance, so this includes students and chaperones. Mileage is paid to parents automatically. If you wish, you may donate the money paid through mileage back to the school for a tax deductible receipt. Staff mileage rates are considerably higher than parent mileage so our costs can be cut down simply by having parents drive and chaperone these events.

## ATHLETIC AND EXTRACURRICULAR FEES:

- Mileage for extracurricular sports will be decided on a per sport basis. Participants will be required to provide a vehicle and a driver as scheduled throughout the sports season. Those who do not drive may be required to pay additional fees.

## REFUNDS:

- Tuition will be refunded when a student is withdrawn from the school. Refunds will be pro-rated based upon the latter of the date of notification of withdrawal or the last day of attendance. Tuition is payable

for the month in which a student withdraws. Parents must complete a withdrawal notification form, available from the school office.

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#### TUITION ASSISTANCE:

- Tuition assistance may be available for those in need. Information on this program is available at the school office. Tuition assistance operates to alleviate the costs associated with tuition. It does not include school activity fees.

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#### TAX INFORMATION:

Parents will receive income tax deductible donation receipts each February for the following:

- Tuition: Determined annually by financial auditors
- Capital Improvement Fee: 100%
- School Activity Fees: 0%
- Fees for School Trips (IMPACT Trips): 0%

# THE SCHOOL YEAR

While the dates vary from year to year there are standard events and celebrations that we participate in each year.

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## SCHOOL WIDE CHAPELS

School wide chapels occur five times throughout the year and allow us as a whole school to celebrate together.

The school wide chapels concentrate on the following:

- First Day of School
- Thanksgiving Day
- Remembrance Day
- Christmas
- Easter

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## SENIOR YEARS RETREATS

Each fall the senior years students (Grades 9-12) head to a local camp and spend two days and one night for our **Out of School Retreat**. They spend time listening to a speaker, focusing on their faith and bonding as a high school student body.

Each spring the senior years students spend a day with main sessions and breakout speakers presenting practical ways to live out their faith in our **In School Retreat**.

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## STUDENT LED CONFERENCES

These occur separately for K-8 and 9-12. Parent attendance at K-8 conferences is highly encouraged and parents/guardians are given a scheduled time to meet with their teacher and student. You may request a time that works best and the office works to ensure that parents with multiple children have back-to-back conference times. Conferences occur in fall and spring of each year but parents and guardians are encouraged to be in contact with their child's teachers at any time during the year. Teachers will email or phone parents and guardians if there are any concerns prior to conferences and as issues arise. Student Led Conferences is a time to demonstrate learning in the classroom and maintain good communication between home and school.

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## SCHOOL CONCERTS

We are delighted to bring two school-wide concerts to our community each year. The first one, the **Christmas Concert**, is just prior to the Christmas break and allows us to celebrate and reflect on the coming of Jesus into the world as a baby. The second, our **Spring Concert**, is an opportunity as a school to show musically and artistically what we have accomplished over the year. All students in the music programs are involved in these concerts as

part of the requirements of their courses. In addition, other students may be required to be there for their classes (i.e. Drama Students), or may be involved on a voluntary basis.

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### MISSIONS EMPHASIS WEEK

This is a week where we devote time each day to learn about the various ways that Christians around the world are making the world a better place. Through service, education, medical care and other support students learn how they can be world changers. This has also been a time for students who are going to be involved with an IMPACT trip to share their plans with the whole school. While some of these events may be during class time, and therefore not made public, there are special chapels which occur during this week and parents, guardians and other family members are warmly welcome to attend and participate.

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### EXAMS

Westpark works hard to provide a competitive, preparatory school environment. The ability of students to demonstrate the knowledge they have acquired over the course of a term or year through a written exam is a skill needed for many post-secondary endeavours. To that end, exams begin in grade 7.

**Grade 7 and 8 students** participate in Mid Term examinations near the end of January. These exams are not heavily weighted and students are well prepared by their classroom teachers. Students have the ability to experience exams at this level so they are prepared for final exams in Senior Years.

**Grades 9-12 students** participate in formal final examinations at the end of each semester. Core courses as well as some academic elective courses (upper level Sciences) are written. In grade 12 students write the provincial exams in Math and English Language Arts Comprehensive Focus.

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### IMPACT WEEK

Senior Years students are invited to apply to be part of a trip. Typically there are a variety of opportunities for varying costs that students can engage in. Trips have a Service Project and/or a Spiritual Emphasis focus to them. In the past students have travelled to places like Guatemala, Mexico, Vancouver, Winnipeg, and Kansas City, Missouri. Students are informed of the trips happening in the spring of the previous year and applications are accepted well in advance of the trip. The teachers who are leading the trip conduct interviews with interested students and accept based on attitude, willingness to be led, and a heart for the purpose of the trip.

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## KINDERGARTEN GRADUATION

This is probably the cutest ceremony that Westpark School is involved with. Parents are welcome to attend the graduation where the Kindergarten Students perform for their parents, and we are able to see a glimpse into each of their unique personalities. Our Kindergarten teacher puts much work in helping the students show all that they have learned and the great strides they have made personally, academically and spiritually after their first year at school.

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## GRADUATION

Graduation shows the accomplishment of 13 years of education. A High School Diploma is an achievement to be celebrated. Parents and students of all grades are warmly welcome to attend the graduation ceremony held each June in the Auditorium/Gymnasium at Westpark School and celebrate the accomplishments of the Westpark Graduates. The Graduation ceremony has all the pomp and circumstance appropriate to the situation with the personalization of each Grad Class making it part of the Westpark Difference.

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## AWARDS DAY CHAPEL

On the final instruction day of the school year we celebrate the accomplishments of all our students Kindergarten to Grade 12. We hold these in 2 separate events, one for Kindergarten to Grade 6 and a separate one for Grades 7-12. Parents, guardians and other family members of all grades are warmly welcome to attend and celebrate our students' successes. We celebrate the character that students have built throughout the year, the academic, and athletic successes. We celebrate with our staff on their milestones, and when a staff member is moving on we celebrate them and wish them well as a community. Awards Day Chapel is a great time of reflecting on God's faithfulness to our students and our community throughout the past year and celebrating our accomplishments together.

# SCHOOL DAY

The school day's classes begin at 8:45 a.m. and end at 3:30 p.m. School doors are officially open at 8:15 a.m. If students must leave the school premises during the day for medical appointments or other legitimate reason, office personnel must be made aware.

For safety and security reasons, grade K to 6 students may leave under parent or guardian supervision only and must be signed out at the office and signed back in upon return. To leave with an adult other than a parent or legal guardian, a note from the parent or legal guardian must be presented to the teacher or office before the student can leave.

Grade 7 to 8 students may leave the school premises without adult supervision, but a note from the parents or guardians must be presented to the teacher or staff authorizing the trip before the student will be allowed leave. The student must sign out at the office before leaving and sign in upon returning.

Grade 9 to 12 students have the privilege of leaving campus whenever their schedule allows them to. For safety and security reasons, students must always sign out and back in upon return at the office. Parents and guardians are responsible for their children during their absence from school; therefore they can inform the school to monitor students whose off-campus privileges have been suspended. The school may also suspend off-campus privileges as a disciplinary measure.

When parents come into the school to visit with their student, meet with a teacher or administrator, or volunteer, they must sign in at the front desk and wear an appropriate visitor tag for the entire time they are in the school or church facility.

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## AFTER SCHOOL

The school day officially ends at 3:30 p.m. for regular instruction. Upon dismissal, students proceed directly outside to wait for their rides or they may wait quietly in the lobby during inclement weather. Parents and guardians must pick up their children before 3:45 pm, when supervision duty ends. Students not yet picked up must wait with the receptionist until they are picked up.

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## INCLEMENT WEATHER

Emergency school closures may happen due to inclement weather. Westpark School is governed by the same school cancellation policy of other schools as stipulated by Manitoba Education. Westpark School will be closed on the days when the Portage School Division cancels school. Parents and guardians should check the school website

or Facebook or listen to CFRY 920AM or 93.1 FM between 6 – 8 a.m. for the latest information. When possible, the school answering machine will be updated with current information.

Parents should make safety a priority when transporting their children and should use their own discretion.

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## FIRE DRILLS AND EMERGENCIES

In case of emergency, protocol in The Westpark School Emergency Procedure Manual will be used to ensure the safety of all students. Parents and guardians will be informed of any developments following the protocol, and may be called upon to pick up their children in an orderly and safe fashion. Only the Principal or other authorized personnel may release students under these circumstances.

In the event of an emergency crisis situation parents will be asked to meet at Canad Inns as a staging area and pick up their children when safe to do so. Parents are also asked to not contact their child or their child's teacher via cell phone in the case of such emergency.

Westpark School routinely practices safety, including fire drills, emergency evacuations and lock-down procedures. Fire drills occur at least 10 times per school year and we practice lock-down procedures with all students at least two times per year. When we practice our lock-down procedures parents will be informed of the day it will occur.

THE SCHOOL DAY

Elementary and Middle Years (Kindergarten to Grade 8)		Senior Years Grades 9-12	
Building Opens	8:15	Building Opens	8:15
Gym Opens (when available)	8:20	Gym Opens (when available)	8:20
Classrooms Open	8:35	Classrooms Open	8:35
Final Bell	8:45	Final Bell	8:45
Devotions	8:45-8:55	Devotions	8:45-8:55
Period #1	8:55-9:35	Period #1	8:35-10:01
Period #2	9:35-10:15	Break	10:01-10:11
Recess	10:15-10:30	Period #2	10:11-11:17
Period #3	10:30-11:10	Class Change Break	11:17-11:21
Period #4	11:10-11:50	Period #3	11:21-12:27
Lunch	11:50-12:10	Lunch Break	12:27-1:14
Lunch Recess	12:10-12:35	Period #4	1:14-2:20
Period #5	12:35-1:15	Class Change Break	2:20-2:24
Period #6	1:15-1:55	Period #5	2:24-3:30
Recess	1:55-2:10	Dismissal	3:30
Period #7	2:10-2:50		
Period #8	2:50-3:30		
Dismissal	3:30		



# ACADEMICS

Westpark School provides a different educational experience for the students within our learning community. The academic requirements of Manitoba Education are our minimum standard. This means that we equip our students with the knowledge and skills necessary to succeed at any post-secondary experience they pursue. Each student that graduates with a Westpark Diploma is well prepared for University and will be able to attain admission to any Canadian University.

Beyond that, our academics are taught within a framework with emotional, cognitive, social, physical and spiritual aspects to provide a holistic experience for each of our students. In this way Westpark School equips our graduates to be effective in all areas of their lives as they serve, and impact their communities both professionally and personally.

Westpark celebrated its first graduating class in 1993. Since then many of our graduates have gone on to post-secondary education and post graduate work. We are proud of our developing reputation as an academic school where our graduates are very well prepared for post-secondary academics because of the Westpark difference.

## COURSE WORK

### EARLY YEARS

Kindergarten to Grade 4 have a preset curriculum intended to expose learners to the core curriculum. Courses include English, Math, Science, Social Studies, Music, Physical Education/Health, Bible and French. Information Technology (computer skill development) is implemented across the curriculum.

### MIDDLE YEARS

Grade 5 to Grade 8 students also have a preset curriculum, including English, Math, Science, Social Studies, Physical Education/Health, Bible, French and Music (gr. 5 & 6). Information Technology is implemented across the curriculum. Electives are introduced at the Grade 7 and 8 level and are as follows:

	Grade 7	Grade 8
Semester 1	Art or Music	French or Computers
Semester 2	French or Computers	Art or Music

\*There may be additional fees for supplies or instrument rentals for your choices for these electives. Please see the office for more detailed information.

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## SENIOR YEARS

Each year, Westpark School offers our students a variety of courses required by Manitoba Education and Advanced Learning. Students must take the required courses for each senior level. Westpark School also offers a selection of carefully chosen electives for students to choose from. Students are eligible for an increasing number of electives as they progress through the Senior Years academic career.

Students may also earn additional credits through various other student-initiated means. Additional information is available from the Career/Guidance advisor. Each course prepares our students for university or other post-secondary institutions.

## HONOUR ROLL

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### MIDDLE YEARS

Students in grades 7 & 8 have the privilege of being recognized as Honour Roll students. They are recognized in the year-end Awards Day Chapel. Students are eligible with the following criteria:

- They show a positive attitude, a wholesome character and a whole-hearted involvement in Westpark School;
- Have a high academic achievement including:
  - An average of 85% in all subjects
  - A minimum of 70% in each subject;
- Display a strong Character including:
  - Earning at least “Consistently” or “Usually” in learning behaviours for each subject

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### SENIOR YEARS

Students in grades 9-12 have the privilege of being recognized as Honour Roll students on one of two Honour Rolls. They are recognized in the year-end Awards Day Chapel. Students are eligible with the following criteria:

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### HONOURS

- Display a strong academic achievement including:
  - An average of at least 80% in all subjects
  - A minimum of 60% in each subject
- Display a strong Character including:
  - Earning at least “Consistently” or “Usually” in learning behaviours for each subject

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### HIGH HONOURS

- Display a very strong academic achievement including:
  - An average score of 90% in all subjects
  - A minimum score of 65% in each subject

- Display a strong Character including:
  - Earning at least “Consistently” or “Usually” in learning behaviours for each subject
  - Displaying a positive attitude, a wholesome character and a whole-hearted involvement in Westpark School

## GRADUATION REQUIREMENTS

Graduation requirements are in accordance with the guidelines stipulated by Manitoba Education and Advanced Learning. Students must earn at least 30 credits, at least 5 at the grade 12 level, in order to achieve a Manitoba High School Diploma. Westpark students often exceed the minimum credits required for graduation and therefore are eligible for a Westpark Diploma in addition to a provincial diploma. The following are requirements for a Westpark Diploma:

- Meet the regular graduation requirements
- Earned at least 50% of their credits from Westpark School
- Passed their Bible course for each year of attendance in Westpark High School
- Earned a minimum of 60% in each course at Westpark for grades 10-12

Grade 9	Grade 10	Grade 11	Grade 12
Bible11G	Bible 21G	Bible 31G	Bible 41G
ELA10F	ELA 20F	ELA 30S	ELAComp 40S
Mathematics10F	Mathematics 20S <ul style="list-style-type: none"> <li>• Essentials</li> <li>• Intro to Applied and Pre-Calculus</li> </ul>	Mathematics <ul style="list-style-type: none"> <li>• Essentials 30S</li> <li>• Applied 30S</li> <li>• Pre-calculus 30S</li> </ul>	Mathematics <ul style="list-style-type: none"> <li>• Essentials 40S</li> <li>• Applied 40S</li> <li>• Pre-calculus 40S</li> </ul>
Social Studies 10F	Social Studies 20F	Social Studies 30S	Phys. Ed./Health 40F
Phys. Ed./Health 10F	Phys. Ed./Health 20F	Phys. Ed./Health 30F	
Science 10F	Science 20F		

Notes:

- Courses with an asterisk are offered on alternating school years to accommodate all students and are offered per students' interest.
- Grade 9 Students are not permitted to take a spare.
- Students should consult with the Guidance Advisor in order to determine which courses they should take or both elective and mathematic options.
- Some elective courses may have fees associated with them for extra supplies needed for the class. Please refer to the current year's course selection sheet for details.
- Some electives may be offered outside of regular class time to make sure that they do not conflict with compulsory courses or due to other scheduling conflicts. See the current year's course selection sheet for details.

### Course Codes

Manitoba Education and Advanced Learning have numbered all courses in 3 characters. Identification of the course level is available on page 27 -Appendix A - Senior Years Course Identification

**Course Descriptions:** <http://www.edu.gov.mb.ca/k12/dl/iso/handbook.pdf>

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## GRADUATION

Graduation is the last week in June and is a time of celebration of all the achievements of the last 13 years of school work done by our students. There is a formal graduation ceremony where the public is invited along with a banquet for the graduates and their guests. There is also an opportunity for students to showcase their achievements, personalities and experiences through displays available for guests to browse before and after the ceremony. Please refer to the Graduation Guide Book available to students in their graduation year and their parents.

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## ASSESSMENT

Teachers continuously monitor student progress through in-class activities such as questioning, quizzing, evaluating projects, and so on. When formal summative evaluations (tests) are due, students will be given reasonable notice.

Teachers in grades 7-12 provide ongoing assessments that parents and students are able to access through ConnectEd online. The office can provide a username and password for parents and students to monitor progress.

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## HOMEWORK

Westpark School does not consider homework to be mandatory in all classes at all times, however it will be assigned and expected where appropriate. The purpose of homework is to provide opportunities for students to consolidate what was learned in class; to enable students to complete work that was not completed in class; to

provide additional time needed to complete larger projects as needed; and to provide additional study time for students needing it.

Completing and handing in assigned homework is vital to achieving a good academic standing. Students who persistently fail to complete homework will be dealt with according to our discipline policy. It is the student's responsibility to record any assigned work in the agenda.

Westpark recognizes that there is much value in family vacations taken during school time, however the work missed during these times is not considered to be regular homework. Parents must be in contact with the homeroom teacher (early years and middle years) or each teacher (senior years) to determine which work can be completed during the leave period and what work will need to be completed when the student returns. Westpark Staff is not required to put in large amounts of time to ensure that students are caught up after school because of such a trip.

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### LATE ASSIGNMENTS AND EXTENSIONS

Students are expected to submit assignments on time. In Senior Years Late assignments may be deducted 5% per day to a maximum of 50% off the possible mark. On some assignments, teachers may choose to award up to 5% increase in the mark for assignments submitted *before* the due date. For Early and Middle Years late assignments and extensions are at the discretion of the classroom teacher.

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### REPORT CARDS

Report cards in the Early Years will follow an anecdotal format. In Middle Years, both numerical and anecdotal reports will be used, while Senior Years students will see numerical reports with comments.

Parents can expect communication from teachers when a student's performance needs to be addressed. Similarly, teachers expect parents to contact them when necessary.

Early and Middle Years have three (3) reporting periods (generally November, March and June). The Senior Years have four (4) official reporting periods, spread across two (2) semesters; Semester 1 (September to January) and Semester 2 (February to June). Report cards are completed for the middle and end of each semester: fall (November), winter (February), spring (March/April), and summer (June).

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### PROMOTION POLICY

In grade K to 6, the teachers evaluate a child's readiness to proceed to the next level, based on the evidence of the student's progress and growth, and considering the grade level placement that would support and extend the student's learning. Where challenges exist, they may recommend that a child be held back. Parental consent is

sought before any such decisions are implemented.

To pass a course in grade 7 and 8, a student must score an average of 60%. Students failing a course may be required to take the course again if they are to be adequately prepared for the next grade. This is especially critical for the transition into Grade 9.

To pass a course in grade 9 to 12, a student must score an average of 50%. Students failing a compulsory course will be required to take the course again, or another equivalent course where such exists, if they are to accumulate the required number and kinds of credits required for graduation.

At all levels, modified course content may be an option for students who require it. This action would be upon recommendation by the teacher(s) in consultation with the parents.

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## AWARDS

A variety of awards is given at the year-end awards ceremony to honour and recognize outstanding academic, sports, and service achievement.

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## ATTENDANCE

Attendance is compulsory in all classes a student is enrolled for. Occasionally, circumstances warrant a student arriving at school outside of the normally accepted time. Parents/Guardians should provide same-day explanation by way of phone, email or note to ensure the student remains in good-standing. In the event a student does not report to class when expected, the school office will attempt to contact parents to determine the student's safety. All absences of any duration or any reason **must** be reported to the school office as early in the day as possible.

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## LATE ARRIVALS

Students who arrive late disrupt classes and waste valuable instructional time. A student is considered late if he/she arrives after the bell for that class has rung. Students who are habitually unprepared for the class (e.g. forgetting required materials) may also be marked late. Parents are expected to ensure their children arrive at school on time.

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## EXCUSED ABSENCE

Parents or Guardians must inform the school office about a student's absence. This must be done by phone, email or note during the same school day as the absence. The information is passed on to the homeroom teacher. If a student is away for medical reasons for periods longer than one week, a doctor's note should be submitted to the office within a week.

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## UNEXCUSED ABSENCE

If a student's absence is not reported to the school office by parents or guardians, it is recorded as an unexcused absence. Accumulation of such absences in excess of four (4) may affect the student's honour roll status (MY& SY) and/or disciplinary action may be taken against the student.

For Senior Years students:

- After four (4) lates, a student will acquire an unexcused absence in the course and a notice will go home to parents/guardians.
- Teachers will report to the office when a student is chronically absent (more than 5 days in one month—K-8) or accumulating 3 unexcused absences –9-12) and parents will be contacted.
- For grades 9-12 accumulating 10 unexcused absences in one course will result in being removed from the course and if a student is removed from more than two courses for unexcused absences they may be expelled from the school.

# STUDENT LIFE

While a strong academic foundation is integral to Westpark School there is much more to being a student at Westpark. Through our various extra-curricular activities there are many opportunities for leadership development and character formation

- Several opportunities are available for student involvement. Extra-curricular activities provide the student with additional avenues to pursue other interests. Some of these will require time commitment beyond the regular school day.
- Students participating in school-sponsored activities after 3:30 p.m. require written permission from parents or guardians.
- Parents and guardians are responsible for providing transportation immediately after the activity so as to enable the supervisor to get home early;
- The activity supervisor will stay on site until the last child has been picked up;
- Students may participate in these activities:
  - Royals Athletics – determined each year based on coaches available but has included Basketball, Volleyball, Badminton, Track and Field, and Soccer
  - Student Council Activities – may include evening activities
  - Club activities – some clubs like the Music club require additional time
  - Worship Team – with some assistance from the Music teacher
  - Technical Team – running sound, lights, PowerPoint, camera, etc. for special events

## ROYALS ATHLETICS

For more complete information about our Athletics program please refer to our Royals Athletics Handbook.

Westpark School seeks to have its students treat their bodies with due respect as to the temples of the Holy Spirit by:

- Practising healthy habits of fitness, diet, life-style and health
- Developing recreational skills that will promote a balanced life-style

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### THE ROYALS - ESTABLISHED 1987

The Royals have a strong history of playing sport with integrity and excellence. Students who are part of the Royals are expected to represent their school well in all games and events. Parents of Royals Athletes are asked to help through driving to various games and tournaments and showing support. Our Royals Athletes have many opportunities to learn lessons of character development while they are participating in sport. Additional fees may be associated with membership on a team (not for intramurals). See the Fee Policy for further details or the office for the current year's details. Parents are also asked to sign permission forms for each team their child joins.

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## PHYSICAL EDUCATION CLASS

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- Physical education is an integral part of the development of a whole person.
- All K – 12 students must take PE as part of the graduation requirements by Manitoba Education.
- Student can be excused from participating due to health or other valid reasons only when they have a doctor's, parent's or guardian's note requesting the excuse.
- Lack of participation may result in a loss of a credit even when notes are presented since participation is the focus of the course.
- Appropriate gym clothes, including non-marking athletic shoes, must be worn.
- Not having appropriate gym clothes will not be a valid excuse; students not participating on account of this reason will lose participation marks.
- The gym is available for supervised activities during some lunch periods.

## INTRAMURALS

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- Grades 5-8 are organized into four teams; Red, Blue, Green and Yellow.
- Games take place during lunch recess on specified days.
- Include a variety of sports like; Volleyball, Floor Hockey, Touch-ball, Soccer, badminton and track & field.

## ROYALS JUNIOR ATHLETICS

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- Grade 7 & 8 students (with some grade 6 students) participate in exhibition athletic events.
- Sports include cross country running, volleyball, basketball, badminton and curling.
- Additional one-time competitions in floor hockey, soccer, and track and field may be available periodically; students will be informed of these activities as they come.
- Westpark participates with the Christian Schools Athletic Association in Winnipeg and surrounding communities.
- Depending on student interest there may be a need for Try-Outs and some students may not be invited to join the team.

## JUNIOR VARSITY AND VARSITY

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- Senior Years Students participate in Zone IV of the Manitoba High School's Athletic Association (MHSAA).
- Westpark is classified as an "A" school.
- Sports include volleyball, basketball, curling, golf, cross country, and track and field.
- Depending on student interest there may be a need for Try-Outs and some students may not be invited to join the team.

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## WESTPARK THESPIANS

Depending on the interest of students and staff Westpark provides a Drama Club for grades 7-12. Students are able to exercise their talents and gifts through acting, producing and performing for the community. In recent years productions have included "Pride and Prejudice" and "The Pink Panther".

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## CHAPELS

The chapel experience is an important part of Westpark School's spiritual life shared by students and staff. Each grade grouping (K to 6 and 7 to 12) conducts separate weekly chapels. Chapels are designed to be inspirational and educational. Students are required to attend all chapels and to participate in a respectful manner. Typically,

chapels feature staff members, guest speakers, student presentations, and worship through music and other media.

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## KINDERGARTEN TO GRADE 6

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For K-6 Chapels, teachers take a leadership role and we follow an UP SIDE DOWN cycle of four different chapels throughout the month. We begin with an UP week where we focus on learning and praising “UP” to God. The next week we focus on the relationships between our students “SIDE” to side. Following that is where we serve “DOWN” in humble acts of service for our community and school. We end the month by celebrating what God has done through our school for the fourth week.

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## GRADES 7-12

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For our Grades 7-12 Chapels, a teacher advisor works with our Spiritual Life Coordinator. Spiritual Life Coordinator is a position on the Executive of Student Council. This position is the only one that is completely appointed by the staff of Westpark School. The coordinator in consultation with the staff schedules various themed chapels including speakers, time of worship through singing, and brings approved visitors to make presentations to the students.

Parents and guardians are welcome to attend any Westpark School chapel, especially the annual ones: Thanksgiving, Remembrance Day, Christmas, Missions, and Easter. Information about the annual chapels will be communicated through various means, including the newsletter and our website.

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## STUDENT COUNCILS

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There are two (2) Student Council offices to serve the Middle Years and Senior Years students. Each is composed of officers elected by the student body and recommended by the teaching staff. Each council is under the guidance of a staff supervisor. The purpose of each council is to guide the student body in matters and activities that promote school spirit for the entire school not simply their grade group.

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## MIDDLE YEARS STUDENT COUNCIL

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The Middle Years Student Council consists of 3 executive members and four classroom representatives along with the staff advisor. Each student on Student Council must be a Westpark Student in good standing and embody and demonstrate the Christian values of Westpark. The President of Student Council must be from the Grade 8 class.

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## SENIOR YEARS STUDENT COUNCIL

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The Senior Years Student Council consists of up to 6 executive members and four classroom representatives along with the staff advisor. Students are expected to develop their leadership gifts and serve the student body. Each student on student council must be a student in good standing at Westpark, embody and demonstrate the Christian values of Westpark and have been a Westpark student for at least one year.

## COMMUNICATION

A careful effort is made to assess each student's progress during the course of the year to ensure the success of all learners. Teachers will inform parents soon after becoming aware of actual or anticipated difficulties. Teachers will expect complete cooperation from parents/guardians and students in their effort to overcome these hurdles. Communication is typically accomplished through email, phone calls, and report cards.

Additional general school information will be communicated through the school website ([www.westparkschool.com](http://www.westparkschool.com)) and by email. **School families should subscribe to the news feed by sending an email to [news@westparkschool.com](mailto:news@westparkschool.com) with SUBSCRIBE WPS in the subject line.** Also, paperwork will be sent home with the students as needed. An email alert will be sent to the subscribers regarding urgent or time-sensitive matters.

Families who do not have access to the internet may pick up a paper copies at the school office. Updated information will be available by 3:30 each Thursday.

## FIELD TRIPS

Field trips are taken periodically for reinforcing in-class curricular discussions. These policies are in effect for field trips:

- Parents are informed about the field trip well in advance for necessary forms to be signed.
- All permission for such trips must be in written form, phone calls will not be honoured.
- With parental consent indicated on the permission form, students may drive themselves (or their siblings) on the field trip but they are not allowed to transport other students.
- Electronic devices (DVD, CD, MP3 players, iPods, cell phones or electronic games) may be allowed with supervisor's permission.
- Parents and guardians may be asked to assist with supervision.
- Parents and guardians may be asked to transport students.
- Transportation is limited to only the students directly involved in the Field Trip; due to liability considerations, siblings, friends or pets are not allowed to accompany the group.
- Parents and guardians who transport will be reimbursed a moderate mileage fee.

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## IMPACT ACTIVITIES

Throughout the year, various activities will occur which provide students with opportunities to impact the world for God through service. Students are encouraged to use their gifts, resources, and abilities to serve in their

community, in Portage la Prairie, Manitoba, Canada, and the world at large. This is encouraged and facilitated at all grades levels as appropriate.

## SCHOOL PROPERTY & FACILITY CARE

To keep our school as clean as possible, items that are difficult to clean, such as gum, sunflower seeds, Instant noodles, and Liquid correction fluid bottles are prohibited. Common courtesies such as wiping or removing soiled shoes, putting trash in the garbage, wiping up spills immediately, and using the recycling bins appropriately are expected.

Peanuts and products containing peanuts or peanut oil are discouraged in all areas of Westpark School.

Because the school shares the facility with Portage Alliance Church, it is imperative that our use of the building exhibits consideration. The following guidelines will facilitate and enhance the working relationship between Westpark School and Portage Alliance Church:

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### HOT LUNCHES

Hot lunches are occasionally provided by local volunteers. For a moderate cost, these lunches are ordered in advance through order forms that are sent home. This program is dependent upon volunteers and is subject to change from year to year.

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### KITCHEN

Students do not have access to the kitchen or its appliances (e.g. microwave, refrigerator), except for pre-arranged classes and authorized student activities.

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### LOCKERS

Lockers are provided to every student. Lockers remain the property of the school and must be kept clean and tidy. Teachers and administration may inspect lockers at any time. Grade K to 4 students do not use locks. Grade 5 to 6 use locks only at their teacher's discretion. Locks are strongly encouraged for grade 7 to 8 students and they are mandatory for students in grade 9 to 12. Combinations are to be given to the students homeroom teacher along with a \$5.00 deposit (Grades 7-12 only) which will be returned in June if the locker has been properly cared for.

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### LUNCH ROOMS

Grades K-6 will use their homeroom as lunch rooms. Staff and teachers circulate and provide a supervisory presence. Older students are assigned supervisory duties in each of the classes.

Grades 7 & 8 use the café for their lunch room with a supervisor present at all times. Students may use the microwaves on site. If a student is not compliant or does not treat the café space or microwaves with proper care and respect he or she will have the privilege of eating in that space revoked and will eat his or her lunch in the Early Years hallway.

On Fridays grades 7-8 will be invited to eat in the café.

The café area is the designated lunchroom for Grades 9 - 12. It is equipped with microwaves. If a student is not compliant or does not treat the café space or microwaves with proper care and respect he or she will have the privilege of eating in that space revoked and will eat his or her lunch in the Office.

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## SCHOOL SUPPLIES

Supplies are dependent on grade level and are purchased by the school and include most materials needed for in the classroom. Parents are still expected to provide their students with a school bag, indoor shoes, gym clothes, a water bottle and a Bible (grades 2-12). Some school supplies may be returned to the student at the end of the year as determined by the teacher.

The school is responsible for supplying all required text books, with the exception of the Bible. Since Bibles are considered personal items, students are encouraged to highlight and personalize pertinent portions. Westpark School keeps a supply of New International Version Bibles that students may purchase at cost.

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## MEDICAL CONCERNS

Medical issues or emergencies may occur that require a student to be isolated or receive medication. The following guidelines will apply:

- All families must complete an Emergency/Health Information form (supplied annually in September).
- Students who are ill during the course of the day must report to the teacher.
- The student then reports to the secretary who calls the parents if necessary and will provide a quiet place for the student to rest.
- In the event of medical emergencies, the student's welfare will take precedence: medical aid may be summoned before parents are notified.
- All student injuries must be reported to the supervising staff at the time of injury.
- If additional help is required, staff and teachers holding current First Aid training will be called to the scene.
- Parents and guardians will be informed of any injuries.
- Students cannot be in possession of any medication: all medication must be left at the office.
- Students needing medication must report to the office at appropriate times for the secretary to dispense the medication according to the prescription supplied with the medication.
- Students with pre-existing medical conditions (such as allergies, seizures, etc) that may require emergency attention are required to supply emergency procedures to the office.

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## STUDENT TRANSPORTATION

Westpark School fully complies with transportation policies in our Plan to Protect Program. Whenever possible a bus will be used to transport teams, or students going to field trips. Two screened and unrelated adult volunteers will be in every vehicle transporting students. The following factors will direct decisions to not transport students outside the Portage la Prairie City limits regardless of the destination or purpose of the trip:

1. If highways in the area of transportation are closed (Note: Not only if the highway on the route is closed specifically)
2. If the temperature with wind chill factor is below -40 Degrees Celsius
3. If there are driving conditions that would make it unsafe based on the opinion of the driver and/or the Principal.

## VOLUNTEERS & VISITORS

Throughout the course of the year, Westpark School benefits from the services of individuals who give of their time to serve in some capacity. The involvement of volunteers, guest speakers and visitors is an integral part of our school. Westpark School fully complies with Plan To Protect regarding volunteers working in and around the school.

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## VOLUNTEERS

Parental involvement in the life of the school is desired and expected because the partnership between the school and home in the educational enterprise needs to be maintained. Volunteer involvement in the classroom, driving on field and sports trips, coaching, supervising various activities, fundraising, etc. is essential for the health of the school. Before they can serve, recent Manitoba Education and insurance regulations require that volunteers:

- Complete a volunteer application form, including volunteer driver forms (for those wishing to transport students)
- Undergo a Criminal Record check
- Be cleared by the Child Abuse Registry
- Report to the office and wear identification while on the premises
- Reference Check
- Attend a Plan to Protect seminar

*All forms that need to be completed are available at the office.*

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## VISITORS

All visitors and volunteers must check-in at the office to receive a visitor's pass. Students are required to treat all visitors with consideration and respect. Student visitors are welcome only during lunch break. If a student would like a friend to experience life at Westpark School, they may visit after permission is issued by the Principal at least twenty four (24) hours in advance. Unless previously arranged, students may not invite visitors during class time.

## MANITOBA EDUCATION AND ADVANCED LEARNING

[www.edu.gov.mb.ca/k12](http://www.edu.gov.mb.ca/k12)

Manitoba Education and Advanced Learning exists to provide direction and allocate resources in support of youth programming and kindergarten to grade 12 education in public and funded independent schools. Their mandate is to ensure that all Manitoba's children and youth have access to an array of educational opportunities such that every learner experiences success through relevant, engaging and high quality education that prepares them for lifelong learning and citizenship in a democratic, socially just and sustainable society.



## MANITOBA FEDERATION OF INDEPENDENT SCHOOLS (MFIS)

[www.mfis.ca](http://www.mfis.ca)

The MFIS Inc. was founded and incorporated on December 11, 1974 and is an umbrella organization for the independent schools in the Province of Manitoba.

The mission of MFIS is to support and encourage high educational standards and the values unique to our school communities and to represent the interest and concerns of independent schools in Manitoba.

MFIS is guided by the following principles:

- The child is entrusted to the parent(s) or guardian(s) who has/have the first right and responsibility for the child's education.
- Under article 26 of the U.N. Universal Declaration of Rights: Parents have the prior right to choose the kind of education to be given to the child.
- The government has an obligation to uphold democratic freedom by assuring equal educational opportunity for all children and in a manner that recognizes the parental choice as set out in Article 26.
- Independent schools recognize the responsibility to maintain a standard of education at least equivalent to that which is provided by the public schools.

MFIS is committed to assisting independent schools in maintaining their independence. The organization serves as a liaison between the member schools and Manitoba Education, with regard to legislative and financial matters and also to act as a central office for administrative convenience.



## ASSOCIATION FOR SUPERVISION AND CURRICULUM DEVELOPMENT (ASCD)

[www.ascd.org](http://www.ascd.org)

ASCD is a membership organization that develops programs, products, and services essential to the way educators learn, teach, and lead.

Since its beginning in 1943, ASCD has been a strong voice in the debate about educational issues that affect learning and teaching. As a nonpartisan education association, ASCD continues to advocate for policies and practices that ensure each child has access to educational excellence and equity.

The current direction in educational practice and policy focuses overwhelmingly on academic achievement. However, academic achievement is but one element of student learning and development and only a part of any complete system of educational accountability. ASCD believes a comprehensive approach to learning recognizes that successful young people are knowledgeable, emotionally and physically healthy, motivated, civically inspired, engaged in the arts, prepared for work and economic self-sufficiency, and ready for the world beyond their own borders. Together, these elements support the development of a child who is healthy, knowledgeable, motivated, and engaged.



## PRAIRIE ALLIANCE CHURCH

[www.mypac.tv](http://www.mypac.tv)

- Westpark School is the largest single ministry of Prairie Alliance Church. Simply put, Prairie Alliance Church seeks to turn the world UpSideDown – Up to God, Side to each other, and Down in Humble Acts of Service.
- Prairie Alliance Church is privileged to be a member of the Canadian Midwest District of The Christian & Missionary Alliance. To learn of our denomination, please visit [www.cmalliance.ca](http://www.cmalliance.ca)



The following are contained in the appendices:

1. Behaviour Policy
2. Code of Conduct
3. Electronic use Policy and Agreement
4. Respect for Human Dignity and Diversity
5. Royals Athletic Handbook

All policies are approved by Westpark Board of Directors.