



St. Aidan's
CHRISTIAN SCHOOL

Student Handbook
2022-2023

Hargrave Campus Student Handbook 2022-2023

This handbook is designed to give students, parents/guardians important information about our school and to clarify our expectations of students attending our school.

Vision Statement

To be an excellent and caring Christian school for at-risk students in Winnipeg's Core.

Mission Statement

To provide a loving, Christian learning environment which empowers our students to acquire the knowledge, skills and attitudes necessary to develop to their full potential, to inspire devotion to Jesus Christ and to equip them to be agents of transformation for Christ in their community.

Value Statements

We value staff who demonstrate commitment to Jesus Christ, have excellent teaching/ administration skills, and are able to demonstrate love toward the students and the community. We believe staff will be supported to grow personally, spiritually, and professionally.

We value and respect each student. We acknowledge that they are created in the image of God with unique abilities and gifts, and are uniquely shaped by their family, culture, and learning environment.

We value a learning environment that both challenges and affirms students' efforts to acquire knowledge, skills, and attitudes consistent with the Manitoba school curriculum and Christian teaching.

Believing that God has the power to change lives, and that St. Aidan's is a work of God, we value all support for the school—prayer, financial and other gifts, and volunteers' time and efforts. We value our relationship with St. Aidan's Church, Inner City Youth Alive and Calvary Temple.

We believe that the most important decision a young person can make is to follow Jesus Christ. Thus, we support teaching of the Bible and giving students opportunities to discuss their questions about Christianity within the parameters of the school curriculum.

Statement of Faith

We believe in God as He has been revealed through His Word (the Bible), through His works (all created things) and, supremely, through His Son, Jesus Christ. We understand that God reveals Himself as Father, Son and Holy Spirit, yet as one God, a trinity of persons.

We recognize that humanity, created with free will and in the image of God, has chosen to rebel against God. This rebellion estranges humanity from God, creating a problem which cannot be resolved by merely human means.

We believe that God the Father, in His great love for the world, sent His Son, Jesus Christ, to redeem the world by dying on the Cross. We declare that Jesus is truly God and truly Man, that He was born of the virgin, Mary, that He lived a sinless life, that He died a human death on the Cross, that God the Father raised Him to new life in a glorified body, that He ascended to His former place in Heaven, and that He will return one day to bring judgment upon the world and salvation for all who believe in Him.

We believe that sinful humanity may be reconciled to God through repentance and faith in Christ, as Savior and Lord. Believers are called to a life of discipleship and holiness, through the indwelling presence of the Holy Spirit and through Christian teaching and nurture.

We acknowledge the Bible as the inspired Word of God. It is the primary authority for all matters of Christian living and doctrine. We believe in the Church, the fellowship of believers, and in water baptism as a sign of repentance and faith.

Code of Conduct

A code of conduct has been developed to assist students in becoming self-disciplined, and to enhance and maintain an optimum learning environment for all students.

Students are to:

1. Conduct themselves in such a manner as to permit maximum learning.
 - a. Students will pay attention in class, follow the instructions of their teachers and avoid distracting other students.
 - b. Students will follow the rules of the school.
 - c. Students will be punctual and attend school daily.
 - d. Students will complete work well and within the time allotted.

2. Assure safety of staff and students and will promote health.
 - a. Students will be orderly, quiet, and will avoid danger.
 - b. Care and respect will be demonstrated inside and outside the classroom.
 - c. Students must remain on school premises or designated areas during school hours unless otherwise instructed.
 - d. Substances which are harmful are to be avoided.

3. Respect property and equipment.
 - a. Food is to be eaten in designated areas and at designated times.
 - b. School premises, furniture, and equipment must be kept neat and clean.

4. Reflect thoughts and attitudes consistent with Biblical principles (Phil. 4:8-9; Gal. 5:22-23; 6:1-2; Rom. 13:13-14; 14:19-23)
 - a. Students will endeavor to respect and love one another.
 - b. Excellence, purity, wholesomeness, truth, and loveliness are the standards to strive towards.

Where student behaviour falls short of our code of conduct, we will have discussions with students to bring this to their attention and encourage changes in their behaviour. We will involve parents/guardians and implement consequences as necessary.

Staff are to:

1. create a positive, Christian learning environment where all students are treated with respect and courtesy
2. be a positive Christian role model in all aspects of their lives
3. work together as a team with colleagues
4. encourage the involvement of parents and guardians in the education of their children.

Volunteers are to:

1. practice the principles of respect and courtesy stated for staff
2. work with the staff for the betterment of the students.

Parents/Guardians are to:

1. ensure that their student(s) attends regularly and on time
2. attend school meetings
3. maintain appropriate lines of communication with staff
4. participate in the school to the best of their ability.

Admission

To enroll a student, please call the school or drop by for a registration package. All items listed in the registration package must be provided in order for a student to be considered for admission or re-registration. All new applicants will be interviewed by the administration. Acceptance to the school is at the discretion of the Administration. We will also give you a tour of the school and answer any questions you might have. The school reserves the right to choose who will be approved for admission.

School Fees

2022-23 Hargrave Campus School Fees (as at January 6, 2022)

Registration & Supply Fee: \$50 per child	Uniforms: Short Sleeve T-shirt—\$10 each
Kindergarten Tuition: \$150 per month	Long Sleeve T-shirt—\$15 each
Grades 1-8 Tuition:	Sweater—\$30 each
\$75 per month for 1 child	Before & After School Care (Per AM/PM):
\$100 per month for 2 children	<u>1 Child</u> <u>2 Children</u> <u>3+ Children</u>
\$125 per month for 3 children	7:45 - 8:30AM \$5.00 \$8.00 \$10.00
	3:45 - 4:45PM \$5.00 \$8.00 \$10.00
	(or any portion thereof)
	Before & After School Care Deposit: \$50

* Please note, fees are subject to change at the school's discretion.

Students may be asked to cover part or all of the costs associated with other school items, certain field trips, and/or special events.

Parents/guardians are encouraged to talk to the principal if they have financial or other concerns.

All fees are subject to change at the school's discretion.

Before and After School Care Program

The Before and After School Care program is available on school days. A fee is charged for students in the program between 7:45 – 8:30AM and 3:45 – 4:45PM for students whose parents'/guardians' jobs require them to be dropped off earlier than 8:50am. There is a fee charged for students who are in this program. Please see chart on previous page.

Dropping children off before 7:45AM or picking children up after 4:45PM is not permitted.

Staff supervision is provided.

Parents are asked to walk their children directly to the gym when they arrive.

Fees will be charged as listed above and parents will be invoiced monthly.

Curriculum

The school meets the academic requirements of the Manitoba Department of Education. We also offer a Bible course and options such as music, computer, art, home economics and industrial arts. We use the facilities of Niji Mahkwa for industrial arts. The above options available may vary from year to year depending on enrolment and staffing.

Attendance

Our expectation is that students will attend school regularly in order to be successful. It is also a legal requirement that students regularly attend school until they are 18 years of age. When students are going to be absent, we ask that parents/guardians call the school to let us know.

If students are missing a significant amount of school or are habitually late, we need to address the issue. School staff will attempt to contact parents/guardians to inform them of absences. Where low attendance is putting grades in jeopardy, the school will call home to set up a meeting to determine what can be done to alleviate the situation.

Chapel

We have chapel once a week where we take time to worship God in singing and teaching from various speakers throughout the year.

Snack Program

A free nutritious snack is served daily.

Library

Every week, the students have the privilege of borrowing books from the Calvary Temple Library. We appreciate the opportunity to do this. If a student does not return their library book, they will be asked to pay \$15.00 to St. Aidan's Christian School to replace the book.

Allergy Policy

Please inform the office if your child is allergic to anything. We are a NUT FREE school, due to several students having allergies to various nuts. There should be no peanut butter or other nuts served at our school.

Electronic Devices

Electronic devices such as cell phones, tablets, mp3 players, and iPods are not to be brought to school. If students bring devices to school, they will need to be turned in to the teacher for the day. If a student's personal device is found to be at school and there is reason to believe it is putting a child at risk or affecting the learning or productivity of a child, the principal or vice-principal may access the device and, if need be, information will be shared with the police.

Technology Use Policy

The ultimate purpose for the use of computer technology at St. Aidan's Christian School is to support and enhance teaching and learning. The Internet is a valuable learning and research tool that will be used to assist students in their reading, writing and math and research skills. Students are expected to follow these rules:

1. Use of the school's computers and technology must be respected as students will expect others to treat their own technology with respect.
2. All student-generated computer files and communications including but not limited to emails and instant messaging are personal property, however, designated school staff may review files and communications to ensure users are accessing school computer systems responsibly.
3. Inappropriate uses of the Internet include, but are not limited to the following: accessing the Internet without permission; accessing inappropriate websites inconsistent with the school's values and Christian mandate; pursuing information that may be dangerous to oneself and/or others; downloading and/or installing programs without permission; saving and/or deleting files to the server or workstation without permission; launching programs without direction from supervising staff; using and/or distributing passwords or private information of others and distributing own

passwords and private information to others; sending or displaying offensive messages or pictures; using technology to convey obscene language; harassing, insulting or attacking others using technology; re-configuring software settings; trespassing into others' folders, work or files; using the computer for activities not outlined by supervising staff; resetting or shutting down a computer without permission; damaging computers, computer systems or networks; violating copyright laws; using technological resources for one's own commercial benefit.

4. If students are found to be in danger or posing a danger to others, on the internet, school Administrators/designate may access their devices. Police access may also be granted.

Bullying

St. Aidan's is committed to provide a safe learning environment for all students. If students don't feel safe, they are encouraged to report this to their teacher or administrator. The school will then look into the situation and take the appropriate actions.

Bullying can take many forms such as physical pushing, kicking, hitting, racist taunts, threatening taunts and gestures, sexually abusive comments, verbal name-calling etc. Many of these behaviors can also be carried out online. Parents/guardians are encouraged to monitor the online activities of their children.

Dress Code

Students are required to wear their school uniform Monday – Thursday. On Friday, students may wear clothing of their choice. We ask that students dress modestly at all times – shorts will be arms length, skirts must be one hand width above the knee or longer, and shirts will not be revealing, sleeveless shirts will have a strap width of 3 fingers. Ripped jeans are not allowed. Hoods, hats, touques, bandanas, etc are to be removed upon arrival at school. We don't allow clothing which promotes things such as racism, drug use or the occult. Teachers and administration will discuss dress code violations with students and decide on an appropriate course of action.

Parent/Teacher Conferences

Report cards are issued three times during the school year (see school calendar for dates). Parent/teacher meetings can be booked online via the website address sent home with the report cards. If parents/guardians are not able to attend their scheduled meeting time, they will call the teacher to arrange another meeting time. These meetings are important and demonstrate the fact that education works best when home and school work together.

Parent Meeting Group

The Parent Meeting Group (PMG) consists of parents/guardians of our students. The group helps to support the school. They may discuss issues such as school policies or concerns in the community, plan special school events, and initiate fundraising projects. Parents/guardians who wish to become involved in the PMG may call the school for more information.

Accident or Sickness

The school will phone the parent and/or guardian in the event of sickness or an accident. If the parent and/or guardian can't be reached, the school will phone the emergency contact person given. In the case of an emergency, an ambulance will be called.

Medication

Students will not bring any medication--prescription, or over-the-counter—to school unless absolutely necessary. Parents/guardians will call the school to inform us of the situation. Medications that must be taken by the student during the day must be left with the office, with the exception of epi-pens and inhalers. Parents/guardians must give permission on the registration form before students will be given over-the-counter medicines such as Tylenol or Advil. The office will administer these. There is a form in the medication box in the office, to keep record of who has received what type of medication, and time administered.

Off-Campus Activities: Field trips/Recess at Central Park

Various field trips will be scheduled throughout the school year. Students may be asked to help cover some costs such as transportation and/or entrance fees. Recess is at Central Park daily. Parents/guardians sign a permission form for all Off-Campus Activities, on the registration form. Parents will receive an information letter from the teacher about their child's field trip. If a field trip falls outside the normal school day, students will be given an additional letter to take home so parents/guardians are informed of the details. Parents/guardians are encouraged to call the school office if they have questions about a field trip.

Storm or Weather Closure

The school will follow Winnipeg School Division's lead concerning school closure. Parents/guardians can learn about Winnipeg School Division's decision to close schools by listening to CJOB radio (680 AM) or going online: Type "CJOB" or "School Closures". The principal will call in the cancellation by 6:15 a.m.

Privacy of Information

The school follows strict Privacy of Information guidelines. Student information may be shared with social agencies and the police if deemed necessary for the safety of a child or children.

Counseling

Students and/or parents/guardians are encouraged to talk to the school staff or administration if they would like to talk to someone about a particular issue. If the student requires long term counseling or other professional services, these will need to be arranged with outside agencies.

Parent Volunteering

Parents/guardians who would like to volunteer at the school will contact the vice-principal.

Newsletters

Newsletters will be sent home with the students every month outlining the important activities happening at the school.

Rental Agreement with Calvary Temple Church

St. Aidan's rents its space from Calvary Temple Church. We are grateful to Calvary Temple for allowing us to use their facility and for also supporting our students. We want to be respectful as we enter, walk through, and exit the building.

School Hours

School begins at 9:00am. Students are to arrive at 8:50am. School ends at 3:30pm. Students are to be picked up by 3:40pm.

Please note, all items in this document are subject to change at any time at the school's discretion.