

## TABLE OF CONTENTS

Introduction . . . . .	1
Mission Statement . . . . .	1
Statement of Faith . . . . .	2
Guidelines for Students . . . . .	3
Guidelines for Parents . . . . .	4
Extra-Curricular Activities . . . . .	5
Eligibility . . . . .	5
Student Representative Council (SRC) . . . . .	5
School Sports Program . . . . .	6
Choir . . . . .	6
Yearbook . . . . .	6
General Information . . . . .	7
Attendance . . . . .	7
Truancy . . . . .	7
Punctuality . . . . .	8
Leaving School . . . . .	8
Announcements . . . . .	8
School Equipment and Property . . . . .	8
Noon Hour House League (Intramural) Program . . . . .	9
Resource Centre (Library) . . . . .	9
Newsletters . . . . .	10
Special Education . . . . .	10
Spares . . . . .	10
Telephone . . . . .	11
Bus Transportation Cancellations . . . . .	12
School Admission Policy . . . . .	12
Reporting Periods . . . . .	13
Tuition Fees . . . . .	13
Student Fees . . . . .	14
Daily Time Schedule . . . . .	14
Supply Lists . . . . .	15
Course Selection . . . . .	19
Awards and Ceremonies . . . . .	22
Graduation . . . . .	23
School Rules . . . . .	24
School Bus Rules . . . . .	26

## ***Introduction***

Welcome to Valley Christian Academy. VCA is a Christian K-12 school associated with the Prairie Spirit School Division No.206. This unique school first opened its doors in 1986. While the Prairie Spirit School Division hires and pays the teachers, it accommodates the Christian emphasis of the school in hiring of staff members.

The school program follows the provincial curriculum interpreted from a Christian perspective. Students who meet the credit requirements of core curriculum graduate with a complete grade twelve standing from Saskatchewan Education. However, the school is free to add other curricula or to replace certain units with material that is agreed to be of equal academic value in order to ensure that the school retains its Christian integrity. A reasonably broad spectrum of class offerings assures that students graduating from VCA will have had opportunity to take all classes necessary for acceptance into the post-secondary institution of their choice.

The school is committed to a Bible-centred education and as such students receive formal instruction in Christian Ethics in Kindergarten (K) to grade twelve (12) and an attempt is made to integrate Biblical principles and perspectives throughout the curricula in all grades. Teachers at VCA are provincially certified and great care is taken to ensure that all staff hired are committed Christians who support and uphold the mission of the school.

## ***Mission Statement***

At Valley Christian Academy we strive to teach and train students to become disciples of Jesus Christ so "...that in all things He (Christ) might have pre-eminence. (Col. 1:18). As such we purpose to provide a positive environment and a high quality program which facilitates:

- ♦ spiritual growth
- ♦ physical discipline
- ♦ social development
- ♦ academic excellence

## *Statement of Faith*

- WE BELIEVE in the one living, eternal and true God who is the Creator of all things.
- WE BELIEVE in the deity of Jesus Christ who became the propitiation for all sinners.
- WE BELIEVE in the person of the Holy Spirit, sent from God and indwelling all believers.
- WE BELIEVE in the Trinity of the Godhead - God the Father, God the Son, and God the Holy Spirit.
- WE BELIEVE in the virgin birth of Jesus Christ.
- WE BELIEVE that the Scriptures of the Old and New Testaments are wholly inspired by God, and are infallible and the final authority in faith and life.
- WE BELIEVE that man is a sinner by nature.
- WE BELIEVE that man is a free moral agent.
- WE BELIEVE in the Church as the body of Christ and its mission is to fulfil the Great Commission of preaching, teaching, and discipling.
- WE BELIEVE that every repentant sinner should be baptized with water upon confession of his/her faith.
- WE BELIEVE that the Lord instituted the ordinance of communion as a remembrance of his suffering.
- WE BELIEVE that the church has the obligation to keep pure the Body of Christ by discipline those who have fallen into sin.
- WE BELIEVE that believers are to walk in love towards God and man, refraining from carnal strife and contentions in all areas of life.
- WE BELIEVE that God instituted marriage as a permanent bond between male and female of the same faith.

- WE BELIEVE that all governments are instituted by God and therefore are to be respected as such.
- WE BELIEVE in the literal resurrection of the body, both of the just, and the unjust.
- WE BELIEVE in the everlasting blessedness of the saved, and the everlasting punishment of the lost.
- WE BELIEVE in the personal and bodily return of the Lord Jesus Christ as King of Kings and Lord of Lords.
- Valley Christian Academy has also adopted the Nashville Statement which is an Evangelical Christian statement of faith relating to human sexuality and gender roles authored by the Council on Biblical Manhood and Womanhood.  
<https://cbmw.org> Nashville statement

## *Guidelines for Students*

The underlying principle for all guidelines that follow is found in Mark 12:30,31. *" And thou shalt love the Lord thy God with all thy heart, and with all thy soul, and with all thy mind, and with all thy strength: this is the first commandment. And the second is like, namely this, Thou shalt love thy neighbour as thyself. There is no other commandment greater than these."*

Here are some standards that all students at VCA are expected to observe.

- ♦ Be respectful - the Bible commands us to honour and respect those in authority over us (1 Peter 2:13-18) and to respect peers (Col. 3:12-13)
- ♦ Be courteous - courtesy and a display of good manners is showing Christian love in practical relations with others (Eph. 5:1)
- ♦ Be honest and controlled in speech - profanity, lying and stealing are clearly destructive and ungodly characteristics (Eph.4:25-29; Eph. 5:4)

♦ Take care of the school - the school is a facility that is on loan to us from the Lord. You can keep it a pleasant place by exercising good stewardship. Avoid such things as littering, marking or breaking furniture, wearing dirty footwear in school, or any other such inconsiderate behaviour.

♦ Be diligent in your studies - it is God's will for you to be at VCA this year and as such you are compelled to do your best in your studies realizing that it is God, not man, that you are serving (Eph. 6:7). Homework should be carefully and thoroughly done and preparation for exams should be conscientiously undertaken.

♦ Be a forward thinker - education is a student's responsibility. Let teachers know if you'll be away. Find out what you missed, catch up, and be pro-active.

## *Guidelines for Parents*

♦ Valley Christian Academy exists to educate mainly the children of Christian parents.

♦ It is of prime importance that Christian values based on Biblical truth are taught and reinforced in the home. The foundations of a strong Christian home are the diligent study of the Bible and constant attention to prayer. These values need to be both taught and modelled for children.

♦ Strong parental support and communication between the home, school, and the VCA Board is essential in order to ensure that the Christian education received at school is as meaningful and effective as possible.

♦ The Bible states that what enters the mind through sight and sound has a tremendous impact on the spiritual well-being of the child. Therefore, we strongly recommend that the use of the television, internet, mobile devices, and other media reflect the Biblical directive to think on those things that are pure, virtuous, etc. (Phil. 4:8)

♦ The use of alcoholic beverages in the home is discouraged. Our bodies are the temple of the Holy Spirit (1 Cor. 6:19,20). The Bible clearly states that "wine is a mocker, strong drink is raging: and whoever is deceived thereby is not wise" (Prov. 20:1). We are also admonished not to be "drunk with wine, but filled with the Spirit" (Eph. 5:18).

## Extra-Curricular Activities

### 1. Eligibility

♦ If a student is to be eligible for participation in an extra-curricular program then he/she should exhibit a positive attitude, be academically responsible (fulfil requirements for each as set down by the subject teacher), and exhibit the kinds of behaviour which would bring honour to the school and glory to God.

### 2. Student Representative Council (SRC)

♦ The SRC's purpose is to develop student leadership skills and to allow students the opportunity to have input in the activities and operations in school.

♦ The SRC organizes various events during the course of the year and is responsible for student centred projects such as purchasing team uniforms, microwave ovens, trophies, etc.

♦ Elections for executive positions (president, vice president, plus six members at large) are held in Spring of each year.

### *3. School Sports Program*

♦ VCA competes with other schools in the Prairie Spirit School Division in soccer, volleyball, basketball, badminton, track & field, golf and cross country. We are happy to offer these programs but appreciate when parents are respectful of coaches and caretakers' time and pick up their children in a timely manner, or plan/organize rides for their children after games and practices.

♦ Recreational activities are offered for students of all ages during the noon hour and at recess times.

### *4. Choir*

♦ VCA offers Choral 10, 20, 30 as a credit class to students in grades 10-12. Students who take this class are expected to participate in local church concerts, school chapel programs, retirement home visits and other events as arranged during the year.

### *5. Yearbook*

♦ Yearbooks serve one major purpose; to communicate what is going on in the school, the community, and the world, as it affects the school. The yearbook is a history of the year at our school as seen through the eyes of our students.

♦ The other function of the yearbook is to provide an educational experience for all the members of the yearbook staff. Some members of the staff will gain more experience in business by selling ads, dealing with business people and setting up their own financial structure. Others will gain experience in photography, design, or perhaps the technique of writing. The yearbook cannot exist without the dedication of the yearbook staff. At VCA we rely on students to volunteer their time and efforts to this project.

## General Information

### *1. Attendance*

- ♦ Regular school attendance is the responsibility of the parent and the pupil and is required by the Education Act (Government of Saskatchewan).
- ♦ Regular attendance and prompt arrival to class are necessary to ensure the continuity of the educational process. Time lost from class is irretrievable and absences tend to disrupt the flow of the instructional program. Student success is the ultimate goal of a school attendance policy and procedure.
- ♦ Attendance will be taken by subject teachers in each class during the school day.
- ♦ A phone call from a parent/guardian is required for each absence. The parent/guardian is to notify the school by phone of any absence and provide a reason for the absence. The parent/guardian must also contact the school if the student is required to leave the school at some time during the school day. Under no circumstances is a student to leave the school without first checking out at the office.
- ♦ While it is understandable that some absences must occur due to illness and emergencies, it is also true that some absences can be avoided. Try to schedule family trips during the holidays, dental appointments after school hours, etc.

### *2. Truancy*

- ♦ A student will be considered truant when he/she is absent without the knowledge or consent of the parent/guardian and school officials. The parent or guardian of any truant student will be notified by the school and the student will be disciplined for the truancy. If the truant behaviour continues, the student risks the chance of more severe action, including expulsion from the school. A guideline for skipped classes is 2 hours of detention will be served for every 1 hour of skipped class time.



### *3. Punctuality*

♦ Students are expected to be on time for each class. Students should be seated in their desks prior to 8:45 AM and 12:48 PM in preparation for announcements and PM classes respectively. Students are expected to be seated promptly after the bell indicating the beginning of each class. When students frequently arrive late for school in the morning, a phone call home will be made by administration. If the problem continues, students will be asked to make up for missed time in detention.

### *4. Leaving School*

♦ Students who wish to be excused from school during the day should check out at the office. A student who is ill and wishes to leave the school should come to the office. An attempt will be made to notify parents before the student is allowed to go home.

♦ Only students in grades eleven (11) and twelve (12) are permitted to leave the school grounds at noon.

### *5. Announcements*

♦ Announcements will be made at the beginning of period one each morning.

♦ Announcements are communicated through the two TV monitors in the hallway all day long.

### *6. School Equipment and Property*

♦ A student will be charged for the cost of repair or replacement of any items or property which are damaged, lost or destroyed by that individual, if the cause of that loss is determined to be the fault of the student.

## 7. Noon Hour House League (Intramural) Program

♦ VCA offers a recreational intramural program at noon hour, for students in grades 1-6. Participation is optional and activities vary throughout the year. High School intramurals are organized when student interest grants it.

## 8. Resource Centre (Library)

♦ The school Resource Centre is basic to, and supportive of, the entire educational program. To facilitate maximum student usage of the facility, students are given a great deal of freedom with a minimum of restrictions. However, to ensure this freedom of use to everyone and to keep the library central to the educational program, the following regulations apply.

♦ Students using the Resource Centre must remember that:

- The library is to be a quiet place at all times.
- The library is used for student research and project work as well as for finding research books and supplementary reading materials.
- Reference books and encyclopaedia cannot be removed from the library.
- Books must be signed out following proper sign out procedures.
- Current issues of periodicals are to be used in the library.
- Students with overdue books will not be allowed to borrow any new books until all overdue books are returned.
- If a book is not returned within a designated time it will be considered lost and the defaulter will be asked to pay the replacement cost of the book which will be assessed by the librarian.
- Food is not permitted in the library.

- Pictures, etc. should not be cut from periodicals, newspapers, or books.
- A breach of library rules may result in suspension from the library.
- The library will be locked whenever the librarian is out. Students may be accompanied to the library by their classroom teacher in such cases.

### *9. Newsletters*

· VCA publishes a newsletter each month. This is intended to provide important and current information concerning school activities.

### *10. Special Education*

· We realize that all students are uniquely fashioned by God. We all grow, develop, and learn at an individual pace.

· Valley Christian Academy offers individualized and small group instruction to the students who are referred to the special education teacher. Teachers refer students who can benefit from a more structured or individualized approach. Students may require only short designated periods in order to develop specific skills or they may require assistance for daily instruction for extended periods.

· Teachers may request the assistance of the special education teacher(s) in material selection, teaching strategies, students assessments and programming.

· Presently, the primary objectives of the special education department are to facilitate some of the specific needs of students and to serve as an in-school resource for teachers.

### *11. Spares*

At VCA spares are not encouraged. A spare is considered a one class length period of time (usually 60 minutes) in which the student is not registered in a formal class.

Spares may be taken under the following conditions:

- The student must be in grade 12 - No spares for students in grade 11 or lower.
- A student may only have one spare per semester and that time should be used for homework, studying or other school work.
- Students who are on a spare should work in the commons area. Computer labs and libraries are considered classrooms and may not be supervised at all times; nor should it be the role of a teacher in that room to supervise students other than their own.
- A student in grade 12 who finishes their required course work to satisfy Ministry of Education requirements for graduation before the end of the school day may leave school for the rest of the day. This is not considered a spare(s) as the student is not in school. It would be our hope that students leaving school before the end of the school day would use their time beneficially i.e. working at a job.
- The principal may, at his or her discretion, grant exceptions to these rules under special circumstances. The principal has the final word on all matters to do with spares.

### *13. Telephone*

- ♦ There is a phone adjacent to the office which is available for student use. However, use of this phone is restricted to noon hour, breaks, and recesses except in case of emergency. Use of the phone during instructional time requires permission from a teacher.
- ♦ Phone conversations should be kept to a maximum of five (5) minutes duration to enable others to make use of the phone.

♦ Parents who wish to contact a student or teacher during the school day will be asked to leave a message with the secretary who will deliver it to that individual. Students and teachers may also be contacted during recesses, breaks, and noon hours.

#### 14. Bus Transportation Cancellations

♦ In the event that school transportation must be cancelled due to inclement weather conditions or due to another emergency, an announcement will be posted on the Prairie Spirit website homepage ([www.spiritsd.ca](http://www.spiritsd.ca)) and bus drivers will call parents. An information Bus Hotline (306-683-2805) with a recorded message on the status of buses not running will be available. Prairie Spirit School Division does not announce bus cancellations on any radio or TV station at any time.

#### 15. School Admission Policy

♦ Admission is available to all students of parents who are supportive of the guidelines, purposes, rules and policies of the school.

♦ Kindergarten enrolment will take place in November. Applications will be accepted until November 1<sup>st</sup>.

♦ Student applications received prior to March 1 are given the following priority ranking:

1. Children of Bergthaler Church members
2. Children of VCA staff
3. PSSD children
4. Others

♦ Preference will be given for siblings at each of the priority rankings first, and an alumni of VCA second.

♦ The School Committee may at its discretion, interview parents and prospective students prior to enrolment. However, the child may be conditionally enrolled by the principal prior to the interview.

♦ The School Committee may, at its discretion, limit enrolment.

♦ A new application must be filled out each year if a student desires to be kept on the waiting list.

## 16. Reporting Periods

♦ Students in grades 7-12 inclusive, receive report cards quarterly in November, February, April, and June.

♦ Copies of the Unofficial Transcript will be available to students at the school. Transcripts are no longer mailed to students. Official copies to use for post-secondary requirements need to be requested through the Ministry website.

♦ Students in 1-6 inclusive, receive written report cards in November, March and June. Oral reports are given to the parents in November and April.

♦ Students in kindergarten receive report cards in January and June.

## 17. Tuition Fees (Cost per month)

Bergthaler Church Members	Non-Bergthaler
1st child -\$125.00	1st child - \$135.00
2nd child - 95.00	2nd child - 105.00
3rd child - 85.00	3rd child - 95.00
4th child - 65.00	4th child - 75.00
remaining - 65.00	remaining - 75.00

♦ Kindergarten children are charged  $\frac{1}{2}$  of whatever category they fall under.

♦ Tuition is expected to be paid by the first of each month at the latest. Automatic Debit is preferred by the Board as an easy and consistent form of paying.

## 18. Student Fees

♦ The fees for students of VCA are listed below. Some of the fees are compulsory and some are optional. A summary of the fees follows:

### I. Compulsory Fees

#### 1. Student Fees:

Kindergarten	SRC Fee	\$ 5.00
Gr. 1-12	SRC Fee	\$10.00

#### 2. Phys.Ed. Clothing (Required for Gr.5-12)

T-Shirts	(small logo & large logo)	\$10.00 & \$15.00
Shorts		\$22.00

### II. Optional Fees

1. Yearbook	\$30.00
-------------	---------

## 19. Daily Time Schedule

### Kindergarten to Grade 12

8:40	Warning Bell
8:45 - 9:45	Classes
9:45 - 9:50	Break
9:50 - 10:50	Classes
10:50 - 11:00	Break
11:00 - 12:00	Classes
12:00 - 12:45	Lunch
12:45	Warning Bell
12:48 - 2:00	Classes
2:00 - 2:10	Break
2:10 - 3:10	Classes

On Chapel days, the morning schedule for High School is as follows:

8:40	Warning Bell
8:45 - 9:30	Per.1
9:30 - 10:20	Chapel
10:25 - 11:10	Per.2
11:15 - 12:00	Per.3

## 20. Supply Lists

*Parents: Please note that the Brand names listed have proven themselves to be of good quality and value.*

### *Kindergarten*

- large school bag
- runners
- box of crayons-Crayola (24)
- pencil crayons (sharpened & labelled)
- 1 binder (1 inch, with front plastic sleeve & inside pocket)
- 1 Hilroy brand notebook(no coils, 72 pages, half plain, half interlined)
- 3 UHU glue sticks (large)
- 1 small bottle white glue (LePages)
- scissors - Fiskar (pointed, not plastic)
- Pkg.of washable markers
- 1 box of kleenex
- Earphones in plastic Ziploc bag - labelled
- USB stick
- Boys-1 box of Ritz Crackers, Girls-1 box of Goldfish
- Boys-1 box Kleenex, Girls-1 pkg.plastic spoons

### *Grade 1    \*\*Please label all items*

#### *\*\* Pencils supplied by teacher*

- 3 Hilroy brand notebooks(no coils,72 pages, half plain, half interlined - the green notebook!)
- 6 Paper Duo-tangs(1 red,1 yellow,1 green,1 blue,1 orange,1 purple)
- 4 large UHU glue sticks
- 1 bottle white glue
- 2 erasers
- 1 set of markers (16 max.) \*not fine-tipped & not scented markers
- 1 set of wax crayons (Crayola, 24 max.)
- 1 set of pencil crayons (24 max.)
- 1 pair of steel scissors (preferably Fiskar)
- 1 paint shirt
- 1 box of Kleenex
- 1 pair of white or non-marking indoor running shoes
- Earphones in plastic Ziploc bag - labelled



*Grade 2 (Please sharpen pencil crayons and label all materials.)*

**\*\* Pencils supplied by teacher**

- 6 Hilroy brand notebooks (Fullsize, 32 pages) (Variety of colors - NO COILS)
- 1 one-inch binder (solid color)
- 1 plastic pencil box (not pencil case, please)
- 3 large UHU glue sticks
- 1 bottle Aleene's Original Tacky Glue (all purpose glue) or Elmer's Tacky Glue (not washable, please)
- 3 pencil erasers (rectangular shape)
- 6 3-prong paper duotangs (1 of each - red, yellow, green, blue, orange, purple)
- 1 yellow highlighter
- 1 set of markers (24 max.) (\*not fine-tipped, in Ziploc bag, labelled)
- 1 set of pencil crayons (24 max.-not erasable, please)
- 1 set of 24 wax crayons (Crayola)
- 1 package 5-tab index dividers (for binder)
- 1 pair of CHILD-SIZED steel scissors
- 1 box of Kleenex (150 sheets)
- 10 plastic spoons (in a Ziploc bag)
- 20 nickels, 10 dimes, and 4 quarters, and 1 loonie (in a plastic container)
- 1 set of headphones, mid-quality in Ziploc bag, labelled
- 1 pair of indoor running shoes (non-marking sole)

*Grade 3 (Please label all supplies except pencils)*

- 8 notebooks (no coil binding)
- 15 HB pencils (sharpened and not labelled)
- 1 yellow highlighter marker
- 1 pencil box
- 2 large glue sticks
- 3 erasers
- 1 one-inch binder
- 4 dividers for the binder
- 15 duotangs - variety of colors
- 1 set of markers (wide tipped)
- 1 set of pencil crayons (sharpened)
- 1 set of wax crayons
- 1 pair of scissors
- 1 box of tissues
- 1 bible (KJV or NKJV)
- 1 pair of indoor running shoes with non-marking soles
- 1 set headphones, in a Ziploc bag
- 1 package of plastic spoons
- 1 Sharpie marker - black fine point

*Grade 4 (Please label all materials)*

- 4 notebooks (Hilroy, no coils)
- 100 sheets of loose-leaf paper
- 20 pencils (please sharpen)
- 4 erasers
- 2 glue sticks
- 1 bottle white runny glue
- 1 small set wax crayons
- 1 basic set pencil crayons (please sharpen)
- 1 basic set markers
- 1 pair scissors
- 1 bag with t-shirt & bottoms for Phys.Ed.
- 1 Yellow highlighter
- 1 calculator
- indoor runners (non-marking soles)
- 1 ruler (30 cm)
- 1 large box of Kleenex
- 1 bible (KJV or NKJV)

*Grade 5 (Please sharpen pencil crayons and label all materials.)*

- 8 duo-tangs
- 2 notebooks
- 100 sheets loose-leaf paper
- 20 pencils, please sharpen
- 4 erasers
- 2 large glue sticks
- 1 bottle white glue (Lepages)
- 1 set pencil crayons (no more than 24)
- 1 set markers (no more than 24)
- 1 30cm ruler
- 1 pair midsize scissors
- Bible (KJV or New KJV)
- inside shoes (runners can double for Phys.Ed. shoes)
- gym bag with Phys.Ed. clothes, shoes, deodorant
- 1 box of Kleenex
- calculator

*Grade 6 (Please label all materials.)*

- 8 duo-tangs
- 2 (1 inch) binders
- Dividers for each binder
- 6 notebooks (Hilroy brand)
- 1 pkg. loose-leaf paper
- 1 notebook of graph paper
- 10 pencils, please sharpen

- 1 pkg. (8 or 10) Bic disposable ever-sharp pencils
- 2 erasers
- 2 large glue sticks
- 1 bottle white glue (Lepages)
- 1 set pencil crayons (24)
- 1 set markers (24)
- 1 30 cm ruler
- 1 pair midsize scissors
- geometry set
- calculator
- Bible (KJV or NKJV)
- Dictionary
- inside shoes (runners can double for Phys.Ed. shoes)
- gym bag with Phys.Ed. clothes, shoes, deodorant
- 2 boxes of Kleenex
- 1 8GB or bigger USB Key
- 2 yellow highlighters

*Grades 7 & 8 (Please label all materials.)*

- 2 large binders
- 800 sheets loose-leaf paper
- 1 80 page Hilroy Notebook (No coils)
- 5 dividers
- 4 Duotangs
- 2 erasers
- 5 pens
- 10 pencils
- pencil crayons and/or markers
- 30 cm ruler
- geometry set
- scientific calculator
- 1 bible (KJV or NKJV)
- scissors
- white out
- pencil case
- gym shoes, clothing
- badminton racquet
- 4GB flash drive
- extra-fine point Sharpie (black)
- fine-point Sharpie (black)
- 2 large glue sticks
- small day planner

**Grades 9-12 (Please label all materials-especially Phys.Ed.items.)**

- 3 binders
- 800 pages loose-leaf paper
- 2 erasers
- 5 pens
- 5 pencils
- pencil crayons
- 1 mechanical pencil (0.7 lead)
- 30cm ruler with inches marked on it as well
- geometry set
- Scientific calculator (must have sin, cos and tan)
- 1 bible (KJV or NKJV)
- dictionary
- thesaurus
- scissors
- white out
- pencil case
- VCA gym shorts and t-shirt
- badminton racquet
- 4GB flash drive

**21. Course Selection**

**Course Load**

♦ All students in Grades 10-11 are required to take a minimum of 10 classes per year. Alternative arrangements can be made only through the administration.

**HIGH SCHOOL SUBJECTS 2017-2018**

GRADE 10	GRADE 11	GRADE 12
1. Choral 10 Drama 10 P.A.A.10 Art 10 Photography 10	Choral 20 Drama 20 P.A.A.10/20 Art 20 Photography 20 Robotics 20	Choral 30 Drama 30 P.A.A.10/20/30 Art 30 Photography10/20/30 Robotics 20/30
2. Ch.Eth.10	Ch.Eth.20	Ch.Eth.30
3. Eng.A10	Eng.L.A.20	Eng.A30
4. Eng.B10	Math Pre-Calculus20 Life Trans.20 Pers.Finance 30	Eng.B30

5. Math Foundations & Pre-Calculus 10	Physical Science 20 Enviro.Science20 Agriculture 30	Chemistry 30
6. Science 10	Info.Pro.20 Accounting 20 Entrepreneurship 30	Math Pre-Calculus30
7. Accounting 10 or Info.Processing 10	Health Science 20 Media St.20	Biology 30 Phys.Ed.20/30 Guitar 20/30
8. Hist.10	History 20 Psychology 20	Hist.30
9. Math Workplace & Apprent.10 Home Ec or IA 20	Math Foundations 20 Math Workplace20 Home Ec or IA 20	Physics 30
10.Wellness 10	Phys.Ed.20/30 Biology30 Guitar20	Calculus 30 Math Foundations 30

**Core Curriculum - Div.4 Requirements**

**I. Required Courses of Study**

Grade 10	Grade 11	Grade 12
Eng.A10 or 11 Eng.B10 or 11 Science10 or 11 History10 or 11 Math10 or 11 or Math Foundations & Pre-Calculus10 or MathWorkplace & Apprent.10 Wellness 10	English L.A.20 Math20 Workplace & Apprent.or Found. Pre-Calculus20 Hist.20/Psych.20 One Science at the 20 Level	Eng.A30 or 31 Eng.B30 or 31 Hist.30 or 31  2 credits of PAA or Fine Arts

**II. Other Electives**

In addition to the above required areas of study, additional credits are required from the classes listed below to bring the total number to 24 (5 must be 30-level credits.).

Grade 10	Grade 11	Grade 12
C.E.10 Cho.10 Drama 10 Art 10 Photography 10 I.P.10 Acct.10 P.A.A.10	C.E.20 Cho.20 Drama 20 Art 20 Photography 20 Robotics 20 I.P.20 P.A.A.20 P.E.20 Life Trans.20 Media St.20 Pers.Finance 30 Psych.20 Guitar20	C.E.30 Cho.30 Drama 30 Art 30 Photography 30 P.A.A.30 Robotics 30 Foundations Math 30 Math Pre-Calculus 30 Calculus 30 P.E.30 Guitar 30 Agriculture 30

**Minimum Credit Requirements**

- Grade 10 standing - 8 credits
- Grade 11 standing - 16 credits
- Grade 12 standing - 24 credits

♦ Please note that these are minimum requirements and certain post-secondary educational institutions may have more specific and rigorous requirements. Check with the office if more information is required.

**Changing Classes**

- ♦ Class changes may be allowed subject to restrictions on class enrolment. The deadlines are set and communicated to the students at the beginning of each semester.
- ♦ Changes can be made only in consultation with the principal or vice-principal.
- ♦ Dropping of classes is not permitted except by special permission from the principal.

## Assignments and Examinations

- ♦ Students are expected to submit assignments by the due date specified.
- ♦ Students are expected to submit high quality work which meets the standards established by the classroom teacher. At the discretion of the teacher, poorly done assignments will be redone by the student.
- ♦ Students who fail to complete homework or an assignment will attend Lunch Lab until such a time when the assignment is deemed complete.
- ♦ Late, poorly done, or incomplete assignments may result in a loss of extra-curricular privileges.
- ♦ Students are expected to write exams at the time and date scheduled by the teacher. If missing a test is unavoidable, parents must phone the school prior to the writing time indicating the reason. Parents are to avoid booking holidays over final exam weeks.
- ♦ Students who have missed a test for a valid reason will be permitted to write that test, or one similar to it, on the first day back to school following their absence.

## 22. Awards and Ceremonies

### A. Awards

#### i. Academic Awards

- ♦ The VCA staff selects and awards the following:

<u>Award</u>	<u>Presented to Student Who Demonstrates:</u>
Academic Achievement	Highest average in all subjects - Average calculated at the end of Term 3 from Terms 1-3 Black - Div. 4      Blue - Div. 3
Most Improved	Great academic or personal growth
Governor General	Highest academic average-Grade 12 (Bronze). Minimum of 80%
Student Leadership	Commitment to serving the student body through SRC and other school activities

Drama Award	Excellence in drama
General Proficiency	Overall outstanding achievement, Good grades, participation, character. Div.4 Boys, Div.4 Girls
Music Award	Leadership in each vocal section (Soprano, Alto, Tenor, Bass)

ii. Athletic Awards

♦ The VCA staff presents 6 Athletic Leadership Awards to students in Division 2, 3, and 4 who demonstrate athletic skill and leadership qualities during the school year. The awards are given to females and males in each division.

iii. Citizenship Award

♦ The VCA staff selects one student in each of Divisions 1 and 2 for the 3-C Award. This award is given to students who demonstrate good citizenship, courtesy, and consideration for others.

iv. Spirit Award

♦ The VCA staff selects one student from Division 3 and 4 who best demonstrates the fruits of the Spirit as described in Galatians 5:22-23.

v. Awards Ceremony

♦ An awards ceremony to honour recipients of these awards is held on the last day of classes before exams in June.

*B. Graduation*

♦ A minimum of 24 credits is required for a complete Grade 12 standing.

♦ Grade 12 students who are unable to meet core curriculum requirements by June 30 of the graduating year will not be permitted to participate in the graduation exercises.



### 23. School Rules

♦ Alcohol, tobacco, non-prescription drugs - the use, possession, or being under the influence of these substances during school hours is prohibited. Students who break this rule will be suspended.

♦ Weapons such as firearms, pocket knives, hunting knives, etc. are not allowed at school.

♦ Swearing - swearing is a very serious breach of school policy, and is strictly forbidden by Scripture (Exodus 20:7). Under regulations of the Education Act, students who swear may be suspended for a period of up to three (3) days.

♦ Fighting - when conflicts arise between students we encourage the conflicting parties to either seek assistance from the administration or staff supervisors. Students who deliberately provoke other students into physical conflict risk suspension from school.

♦ Instructional time - students are expected to be in classes for the entire class period rather than in the hallways, washrooms or outdoors when classes are in session. Use of washrooms and drinking fountains should normally be restricted to breaks and noon hours.

♦ Recesses and noon hours - elementary students are expected to be outdoors during recess and noon hour when weather permits unless alternate activities in the gym have been arranged by supervising teachers. High school students are permitted to remain inside during breaks and lunch.

♦ Motor vehicles - motor vehicles brought to school are to be parked near the big gym and if wanting to plug in over winter, a \$30.00 fee is charged. If driving to school results in students arriving late, driving privileges will be removed.

♦ Bicycles - bicycles should be left in bike racks at all times during school hours.

♦ Ipods & DS' - Ipods and DS' are not allowed to be used during class time, but may be used on buses and at lunch hour. Parents are responsible for the music their child is listening to.

♦ Lunchtime - Elementary students are expected to eat lunches in their classrooms and High School students in the commons area.

♦ Cell phones - cell phones are allowed in class, but only to be used with the teacher's permission. Their use is allowed during breaks and lunch.

♦ Footwear - students shall have an indoor pair of shoes and an outdoor pair shoes. Outside footwear must be removed at the entrance and left on the boot racks throughout the day when wet and/or dirty.

♦ Dress code - We believe that how we dress affects our attitude and our behaviour. Students should dress appropriately for school and school sponsored functions with an emphasis on neatness, cleanliness, and modesty as is becoming of a Christian. We try to encourage good sense of school clothing that shows respect and decorum. In keeping with the spirit of modesty, we have the following expectations for the dress of our Grade 7-12 students and staff:

- Clothing with logos or messages that include racial or sexual comments, advertise alcohol, tobacco or drugs, or use vulgar language will not be tolerated.
- Midriffs, cleavage and underwear should not be exposed.
- Tank tops must not be revealing.
- Hats, caps, toques and hoods are not worn in the school.
- The wearing of earrings, body piercing jewellery, and the use of excessive cosmetic makeup is not allowed. Body modifications are discouraged.
- Boy's hair should be neatly combed and should be cut above the top of dress shirt collar and should be cut above the ears and eyebrows. Ostentatious (excessive, extravagant, overdone, over-the-top) hair as well as hair accessories, buns or pony tails will not be allowed.
- Girl's hair should be demure in style. Hair colour should be a natural tone and not unnatural in colour.

- Shorts and skirts must reach the kneecap while in a standing position. Jeans shall not have rips or holes above the knee.

\*\*\* Please note that any intentional breach of the school rules above may lead to disciplinary action which may include suspension or expulsion.

♦ Visitors - visitors are not allowed to accompany students to class and are not permitted to loiter in the school or on the school grounds.

## *School Bus Rules*

A. In order to ensure safe and efficient transportation students must:

1. Be ready to board the bus five (5) minutes before the designated departure time.
2. Stand back away from the bus when it is approaching the bus-stop.
3. Sit in the seat the driver has assigned you.
4. Remain seated facing forward when the bus is in motion.
5. Be quiet and orderly at all times while the bus is in motion.
6. Not use profane language on the bus.
7. Not place arms or head out the windows of the bus.
8. Not smoke, drink, or eat on the bus.
9. Assist the driver in keeping the bus clean.
10. Keep the bus aisles and doorways clear of any obstructions.
11. Not damage the bus seats or walls.
12. Not use the emergency exits except in emergency situations or during evacuation drills.
13. Board the bus within eight (8) minutes after class dismissal.
14. Report to the principal's office if left at the school.
15. Upon leaving the bus cross the road in front of the bus, the driver will keep the alternating flashing lights as well as the stop arm displayed until you are safely across the road. Make sure you look both ways before you cross.

B. Students are not to take the following articles on the bus.

1. Firearms/knives.
2. Pets
3. Skates and Ski Boots without protective bags.
4. Hockey sticks, unless they are put on the floor on the right-hand side of the bus.
5. Skis and Ski Poles
6. Any article which may endanger the other students during transportation.

C. Students will keep the following articles with them while travelling on the bus:

1. Lunch Kits
2. Backpacks
3. Musical instruments which are small enough to be kept with the student.
4. Skates and Ski Boots in protective bags.

D. Parents must:

1. Notify the driver when their child will not be on the bus.
2. Let the driver know if they are going to pick up their children at the school.
3. Contact the driver if their child has not been picked up or dropped-off to find out why.
4. Make certain someone is home during the drop-off time.
5. Notify the driver and this office of any changes in address or phone number.
6. In the morning, instruct their children to return to their home if their bus is more than 10 minutes late, watch for the bus and call parents ahead on the route to see where the bus is.
7. If the bus is late in the afternoon, call ahead on the route to see where the bus is, and if you know that the bus is stuck or has mechanical problems, please help to see that information is sent to our office as well as the nearest home so that someone will get to the bus with help.

E. Driver must:

1. Notify this office immediately if there are any additions, deletions, or changes to the route, this office will then send an updated route sheet to the parents and schools.
2. Not leave the pick-up point before the designated time.
3. Make certain that all students are seated and quiet before preceding to drive.
4. Not leave the bus with students on it.
5. In the event of mechanical or other problem, if the bus cannot proceed on the route, call the bus office on UHF radio for instructions then activate hazard lights, try stopping passing motorists, and if there is no traffic determine if it is safe to send a student for help. Make sure the student is dressed properly and knows where he or she is going for help. The driver must not leave the bus unattended.
6. Notify our service depot, the school and parents if you are going to be late, or if you will be unable to make your run.
7. Be at the School five (5) minutes before the designated dismissal time.
8. Not allow students who are not on the bus route to ride the bus unless special permission has been granted.

F. Drivers have the right to:

1. Not proceed down any road or driveway that is unsafe or may damage the bus in any way.
2. Not drive any day or half day that is unsafe due to weather, road conditions, windchill or temperatures below -40 celsius.

I. When storms or inclement weather make it difficult for buses to run, the following guidelines shall be used:

1. Buses shall not make the morning run if the weather poses a significant hazard due to impassable roads or severe windchill factors. Wind chill factors are now measured in degrees Celcius. Therefore, buses will not run when the windchill is minus 40 degrees Celsius, or colder,

according to Environment Canada forecast for Saskatoon at 6:00 a.m. It is at the driver's discretion to decide to not make their run when road conditions have deteriorated with snow, ice and blowing snow to the point where the driver feels student safety will be jeopardized. Where a decision is made in the morning to cancel the bus route for that day, the route shall be cancelled for the complete day and there will therefore not be a pick-up in the afternoon for any students who may have used an alternate means to arrive at the school.

Academic Awards.....	22
Announcements.....	8
Athletic Awards.....	22
Attendance.....	6
Awards and Ceremonies.....	22
Awards Ceremony .....	23
Bus Transportation Cancellations.....	11
Choir.....	5
Citizenship Award.....	23
Course Selection.....	19
Daily Time Schedule.....	13
Eligibility.....	5
Extra-Curricular Activities.....	5
General Information.....	6
Graduation.....	23
Guidelines for Parents.....	4
Guidelines for Students.....	3
Introduction.....	1
Leaving School.....	7
Mission.....	1
Newsletters.....	9
Noon Hour House League (Intramural) Program.....	8
Punctuality.....	7
Reporting Periods.....	12
Required Courses of Study.....	20
Resource Centre (Library).....	8
School Admission Policy.....	11
School Bus Rules.....	25
School Equipment and Property.....	8
School Rules.....	23
School Sports Program.....	5
Spares.....	10
Special Education.....	9
Spirit Award.....	23
Statement of Faith.....	2
Student Fees.....	13
Student Representative Council (SRC).....	5
Supply Lists.....	14
Telephone.....	11
Truancy.....	7
Tuition Fees.....	13
Yearbook.....	6