



# STUDENT INFORMATION PACKAGE

2017 – 2018

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## CAMPUS MISSION

The FCI campus celebrates the unique and individual qualities of all its students and their families.

All who share responsibility for the education and care of students on campus want to see them become proud and respected members of society. To accomplish this, we see our mission as twofold.

- Provide relevant and unique programs and activities that support each individual in achieving his or her personal and educational goals.
- Provide a home away from home that is safe, caring, and structured.

## OUR BELIEFS

We see the FCI campus as a place with a proud tradition and a dynamic future that makes a difference in students' lives, setting the conditions for them to succeed now and in the future.

We believe students will learn best and experience success when they:

- Are treated with dignity and respect
- Are viewed as individuals and their needs are addressed
- Have experiences that develop a sense of responsibility for and pride in all facets of their lives
- Experience a safe, caring living and learning environment
- Have a supportive structure, both in and out of school
- Have opportunities to take pride in their cultures and develop an appreciation for other cultures

We believe that the campus staff, the parents, and the home communities are partners in the work of educating students and must communicate regularly and openly with one another.

## **FCI Bell Schedule**

8:50 - 9:10 - Academic Skills for Success (Homeroom)

9:10 - 10:20 - period 1

10:20 - 10:25 - transition

10:25 - 11:35 - period 2

11:35 - 12:30 - lunch

12:30 - 1:40 - period 3

1:40 - 1:45 - transition

1:45 - 2:55 - period 4

2:55 - 3:30 - prep

## **School Code of Conduct**

At FCI all school community members:

- Are polite and respectful to everyone
- Comply with all school policies, rules and regulations
- Are respectful of the school environment
- Will be on time for school and classes
- Attend all classes
- Follow the school dress code
- Use proper and respectful language
- Refrain from abusing another person physically, sexually, psychologically, verbally, in writing or in any way.
- Will not bully another person, this includes cyberbullying

- Will refrain from using, possessing, or being under the influence of alcohol or illicit drugs at school
- Will refrain from smoking in school or on school grounds
- Will not discriminate against another person based on race, color, origin, age, sex, sexual orientation, religion, mental or physical disability
- Will not be affiliated with or involved in gang activity
- Will adhere to school and Division policies respecting appropriate use of the internet, social media, text messaging, instant messaging, websites, e-mail

Consequences:

Minor violations of this code of conduct will be handled by the classroom teacher or the person in authority who will:

- Use verbal reminders of appropriate behavior
- Have the student practice the correct behavior
- Remove privileges
- Conference with student
- Assign detention for reflection
- Teacher contact with the parent or guardian by phone
- Conference with the students' parent or guardian
- Referral to Administration

All repeated or major violations will result in an Incident Report to Administration.

Disciplinary action will be applied according to the severity of the infraction. Those actions may include:

- A conference with the student
- A phone call to the parents/guardians
- A letter home to the parents/guardians
- A conference with the parents/guardians
- Restitution
- Detention
- In-school suspension
- Out of school Suspension
- A request to the Superintendent for the expulsion of the student.

## School Policies

### Attendance

- Students are required to attend all classes
- If a student is away from school the parent/guardian/resident counsellor is required to contact the school office to explain the absence.
- Any student refusing to go to class when directed by an adult will be considered defiant and will be disciplined accordingly.
- All students who leave the school for any reason during the school day are required to sign out at the office.

### **Buy Back System**

The Buy Back System is in place to give students the opportunity to buy back missed classes that have been excused for a good reason. Skipped classes cannot be bought back. Acceptable reasons include: illness, compassionate, school trips and transportation days.

It is the student's responsibility to monitor and use the system before he/she reaches twelve absences. If a student exceeds fifteen absences in one course, he/she can be withdrawn from F.C.I.

To Buy Back an excused absence, **the student must:**

- i. see their teacher within the first week back to arrange the Buy Back
- ii. receive from the teacher the missed work and/or assignment(s)
- iii. complete everything according to the time line as set out by the teacher

When the completed work is shown to the teacher, the student will receive a Buy Back Slip to give to the Student's Records Assistant, the School Secretary or the Vice-Principal.

## **FCI 5 Step Attendance Policy**

### **Step 1 – Four (4) unexcused absences per class**

Homeroom teacher will review with the student the attendance policy. The homeroom teacher will contact the parent or guardian by telephone to discuss the attendance issue and next steps. This call will involve the student as well. For students who stay in the FCI Residence, the Area Counsellor will be emailed that the student has been placed on step 1 in the designated class.

### **Step 2 – Seven (7) unexcused absences per class**

Homeroom teacher will review with the student the attendance policy. The homeroom teacher will contact the parent or guardian by telephone to discuss the attendance issue and next steps. This call will involve the student as well. The Area Counsellor (if applicable), School Counsellor and/or Resource Teacher, and Vice-Principal will be emailed that the student has been placed on step 2 in the designated class. School Counsellor will set up a meeting to discuss with the student an Attendance Improvement Plan.

### **Step 3 – Ten (10) unexcused absences per class**

Homeroom teacher will review with the student the attendance policy. The Homeroom Teacher will email the Area Counsellor (if applicable), School Counsellor and/or Resource Teacher, and Vice Principal that the student has been placed on Step 3. Administration will contact parent or guardian to discuss further interventions:

- Loss of extra-curricular activities until attendance improves
- Creation of an attendance contract
- Explanation of further discipline

### **Step 4 – Thirteen (13) unexcused absences per class**

Homeroom teacher will email the Area counselor (if applicable), School Counsellor, and/or Resource Teacher, and Vice-Principal that the student has reached step 4. Administration will set up a meeting (through phone if necessary) between Vice-Principal, classroom teacher, parent, and student to discuss possible solutions and outcomes if attendance does not immediately improve. Attendance contract will be revisited.

## **Step 5 – Fifteen (15) unexcused absences per class**

Homeroom teacher will email the Area counselor (if applicable), School Counsellor, and/or Resource Teacher, and Administration that the student has reached step 5. The student will have a meeting with Vice-Principal, Principal and the parent to discuss further implications such as: be assigned a resource block, possible loss of credit, possible suspension or removal from FCI.

## **Dress Code**

Students must wear appropriate clothing. Anything with profanity, sexual, racial, or drug related references, and/or overly revealing is not permitted.

## **Hat, Hoodie & Sunglasses Free School Buildings**

All FCI School Buildings (including Gym, Power Mechanics, NTC, Home Ec., Art, and Woodworking) are hat, hoodie and sunglasses free for all students, visitors and staff.

1 <sup>st</sup> Offence	verbal warning
2 <sup>nd</sup> Offence	Headwear confiscated by teacher for remainder of the class
3 <sup>rd</sup> Offence	Headwear confiscated by principal/vice principal for remainder of the day
4 <sup>th</sup> Offence	Headwear confiscated for 1 week and parents notified

## **Information and Communication Technology**

- To gain access to ICT resources, all students must sign and return the ICT Student Responsible Use Agreement. Students under the age of 18 must sign the agreement and obtain parental permission.
- Students must abide by the ICT Agreement, only use Frontier ICT with proper supervision, keep passwords private and understand that teachers or parents have the right at any time to request to see the content of your email or other files.
- Students must understand that if ICT Policy is contravened, privileges may be suspended or revoked and that further disciplinary action, including suspension from school may be imposed.

### **Inappropriate Language**

- 1<sup>st</sup> Offence     Teacher reprimand/sanction; documented
- 2<sup>nd</sup> Offence     Sent to Principal's office, documented
- 3<sup>rd</sup> Offence     In School Suspension
- 4<sup>th</sup> Offence     Parents called, possible out of school suspension

### **Disrespectful/Disruptive Behaviour**

- 1<sup>st</sup> Offence     Sent to Principal; documented
- 2<sup>nd</sup> Offence     Sent to Principal; parents notified; documented
- 3<sup>rd</sup> Offence     In school/out of school suspension

### **Fighting/Verbal Abuse/Assault**

- 1<sup>st</sup> Incident     Suspension - length depending on severity

### **Drugs/Alcohol** (*suspected under the influence*)

- 1<sup>st</sup> Offence     Suspended remainder of the day; documented (marked absent); parents notified, mandatory counselling
- 2<sup>nd</sup> Offence     Out of school suspension (1-5 days); documented; parents notified; mandatory counselling

### **Drugs/Alcohol** (*possession in school*)

- 1<sup>st</sup> Offence     Suspended 1 - 5 days; documented;  
Parents notified  
R.C.M.P. notified  
Possible expulsion



## **Vandalism/Theft**

1<sup>st</sup> Offence    Restitution  
                    Parents notified  
                    Suspension  
                    RCMP notified

## **Smoking on Campus – FCI Campus is SMOKE FREE at all times**

1<sup>st</sup> Offence    Warning – name given to Principal; documented and parents called  
2<sup>nd</sup> Offence    1 day suspension  
3<sup>rd</sup> Offence    3 day suspension  
4<sup>th</sup> Offence    5 day suspension

## **TELEPHONE LIST**

School Fax	204-472-3191	
School Office	204-472-3431	Ext 7401
Principal		Ext 7420
Vice Principal - school		Ext 7421
Student Records		Ext 7426
Social Worker		Ext 7429
Resource Teacher		Ext 7422
Residence Office	204-472-3633	Ext 7461
Residence Vice Principal		Ext 7454
Head Counselors		Ext 7455
Student Support Specialist		Ext 7452
Health Care Worker		Ext 7445
Area 4 Office	204-472-3800	
Area 4 Superintendent Darren Kinden		Ext 7806

## **Graduation Awards**

### **1.J.F. Orchard Award**

For showing the greatest improvement socially and academically over 3 years.

### **2.R. J. Merrell Award**

For consistent effort to do well in all courses over the last 2 years.

### **3.G. Wesner Award**

For persevering and overcoming serious obstacles. High marks are not a key.

### **4.Sakoochetaw Award**

By the Native Clan to a female graduate who has combined academic and athletic achievement.

Preference goes to a graduate going on for training in recreation or Phys. Ed.

### **5.Modified Program Award**

For outstanding achievement and growth academically and socially.

### **6.Adult Education Award**

For academic achievement, initiative, co-operation and citizenship within the school; personal growth and suitability as a representative of F.C.I.

### **7.L. Kreuger Award**

For the highest academic average in senior 4 courses.

### **8.Friends of Frontier Scholarship**

For combining academic ability with special citizenship qualities.

### **9.FCI School Committee Scholarship**

For combining a high record of attendance with consistently working to the best of their ability.

#### **CLUBS**

Fiddle

Student Council

Residence Council

Travel Club

Art

Drama/Dance

F.C.I. Rocks

Get Out of Town  
Book Club

Gardening Club

Anime Club

#### **INTRAMURALS**

Volleyball

Basketball

Floor Hockey

Ice Hockey

Pool

Weight Training

#### **SCHOOL SPORTS**

Hockey - Winter Hawks

Volleyball - Raiders

Basketball - Raiders

Badminton - Raiders

Track - Raiders

Wrestling - Raiders

Soccer- Raiders

Cross Country- Raiders

