H. C. Avery Middle School

…working with students, parents and the community to meet the changing and unique needs of adolescent learners.

School Information Booklet
2017-18

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Welcome to a new school year!

We hope that you will have the best possible experience here at H. C. Avery. We offer many programs and activities to engage your interests and enrich your learning experiences. We hope you will become involved in the life of the school both in and out of the classroom, and have a wonderful year.

Principal, Peter Obendoerfer Vice-Principal, Susan Kurbis

MISSION STATEMENT

H. C. Avery Middle School embraces the philosophy that Seven Oaks School Division is a Community of Learners, every one of whom shares the responsibility to assist children in acquiring an education which will enable them to lead fulfilling lives within the world as moral people and contributing members of society.

Our programs are designed to meet the changing and unique needs of the adolescent learner. This goal is realized through the use of a cooperative team of educators working in conjunction with the students, parents, and community.

SCHOOL PHILOSOPHY

As a middle years school, H. C. Avery recognizes that our students are in the stage of adolescence. They are experiencing rapidly changing intellectual, emotional, social, and physical development. H. C. Avery seeks to allow each child to develop fully in these areas while recognizing individual differences. To do this our school shall:

1. Create an engaging learning environment that will help students become informed and responsible decision-makers, playing active roles as citizens of Canada and the world, contributing to social, environmental and economic well-being, and an equitable quality of life for all.
2. Provide assistance and support for students' academic, emotional and social development.
3. Provide students with opportunities to experience success, and to develop their leadership abilities.

SCHOOL BELIEFS

As a student of H. C. Avery Middle School, you can expect to be treated with respect and dignity. You are expected to treat others the way you would like to be treated. Specifically, we expect students to:

- Respect themselves and others
- Take responsibility for their own learning
- Contribute positively to the school and greater community

Important Attendance Information for Students and Parents

Students report to their classes at 8:15, with opening exercises beginning at 8:25. Students who arrive after 8:25 a.m. or after 12:10 p.m. in the afternoon must report to the office.

Absences

Parents or guardians are asked to call the school if their children will be away or late. The school will contact families when children are absent without a known reason. **We appreciate your cooperation in notifying the school if your child will be away.** Secretaries are on duty to receive calls from 8:00 a.m. to 4:00 p.m. You can leave a message after hours.

Illness

Students who become ill will remain at the school until a parent or emergency contact can be notified. **Parents are advised that the school staff may not administer any medication form unless authorization is on file.** It is essential that the school be able to reach a parent, guardian or emergency contact if a student becomes ill or injured.

Leaving School Early

Students must bring a note from a parent/guardian requesting permission to leave school early.

Lunch Hour

Students may stay at school to eat lunch. There is no charge to parents for this privilege. All students eat in their own classrooms from 11:15 - 11:35. After that time, they can go outside for recess until 12:05 p.m. Other activities during the lunch hour include intramurals, library time, club and activity group meetings, extracurricular groups, or extra class help. **Grade 6 students staying for lunch must stay on school property.**

End of Day

At 2:55 p.m., students are dismissed from classes. School busses pick up students in front of the school on Marigold Bay. Supervision is provided. As an important safety consideration, please do not exit the school through the parking lot doors.

Daily Timetable

8:15 - 8:30	HOMEROOM
8:25 - 8:30	ANNOUNCEMENTS
8:30 - 9:10	PERIOD 1
9:10 - 9:50	PERIOD 2
9:50 - 9:55	BREAK
9:55 - 10:35	PERIOD 3
10:35 - 11:15	PERIOD 4
11:15 - 12:05	LUNCH
12:05 - 12:15	HOMEROOM
12:15 - 12:55	PERIOD 5
12:55 - 1:35	PERIOD 6
1:35 - 1:40	BREAK
1:40 - 2:20	PERIOD 7
2:20 - 2:55	PERIOD 8
2:55	DISMISSAL

Lockers and Locks

Lockers and locks are provided. Please keep your locker combination private and don't bring valuables to school. Always lock your locker!

Books

The Seven Oaks School Division provides textbooks, and our school has an extensive library.

School Supplies

All essential school supplies will be provided to students by individual teachers at a cost of $35.00. Most school field trips and outings are paid for through the school division at no charge to you as a means of providing equitable access to learning opportunities.

Office Telephone

Students may use the office phone when classes are not in session. In addition, students may use classroom telephones under teacher supervision only.

Lost and Found

A lost and found is located near the gym. Small items are kept in the office. The lost and found is emptied regularly, with items donated to local charities.

Code of Conduct

We are guided by divisional policies regarding Safe and Caring School Communities, Policy JCD, and Safe Learning Environment for LGBTTQ Students, Policy JA.

Dress Code

Students who attend H. C. Avery Middle School are expected to wear clothing that is appropriate for school. Halter tops, tops that are low cut, backless, strapless, have thin spaghetti straps, or bare the midriff are like beach wear and should not be worn to school. T-shirts with offensive slogans, logos or pictures and short skirts or shorts, are also not appropriate for school. Students will be asked to change if their attire is inappropriate.

Perfumes/Other allergens

Many of our students and staff have scent allergies, so we ask that you do not wear perfume, cologne or scented sprays at school. Home room teachers will notify students at the beginning of the school year of any food allergies that pertain to their classrooms.

Bicycles/Rollerblades/Skateboards/Scooters

Bicycles may be brought to school and parked in a locked bicycle compound. Students are responsible for locking their bicycles. We strongly recommend U-locks, placed through the frame, front wheel and rack. Please don't ride or roll in the school!

Electronic Devices

We expect you to use your electronic devices appropriately. Students may not take photographs/videos in the school except under the direct supervision of a teacher. Device use in classrooms is at the discretion of individual classroom teachers.

The school cannot be responsible for loss of these items.

SCHOOL PROGRAMS

Physical Education

The Physical Education program emphasizes the development of basic skills in a variety of individual and team sports. The program emphasizes participation, sportsmanship and the development of an appreciation for the importance of physical well-being. Gym clothing (t-shirt, runners and short/sweat pants) is needed for participation. Our extra-curricular calendar includes a wide range of activities geared for individual grade levels. Noon-hour activities are generally structured for students according to grade level. Our inter-school teams compete in cross country, volleyball, basketball, badminton and track and field.

Band

Students have the opportunity to be members of the Band program in grades 6, 7 and 8. Through an initiative of the Seven Oaks School Division, rental costs are now free for all Middle Years kids! Students learn to play a woodwind, brass or percussion instrument in large and small group settings during the school day. Band students take part in a minimum of two concerts each school year, and may participate in additional solo/ensemble festivals or concerts. After their first year of the program, students may become members of the Jazz Band and other ensembles offered each year.

Choir

Students in grade 6, 7 & 8 are welcome to join our school choir. Students have scheduled choir periods and often have additional practices during the lunch hour. The choir performs at a number of venues.

Exploratory

Students may take Exploratory classes as an alternative to Band. These are regularly scheduled curriculum experiences designed to help students discover and/or experience learning relative to their interests, changing needs, and aptitudes. H. C. Avery students will be offered a variety of projects exploring topics such as the arts, problem solving, drama, crafts, media and project design.

Information Technology

Computer access allows students to integrate technology into their daily studies. Some IT learning opportunities include constructing web pages, word processing, research skills, digital photography and video editing. Please visit the school's web site at **www.7oaks.org/school/hcavery** for more information. Students and parents are required to comply with the divisional digital citizenship policy.

Technology, Arts and Sports (T.A.S.)

T.A.S. extends beyond traditional “shops” programming. Offerings include: Textiles, Electronics, Dance, Skating, Foods and Nutrition, Dramatic Arts, Indoor Soccer, Hockey, Metals and more. Students attend T.A.S. classes for one half day per cycle at Garden City Collegiate, H. C. Avery Middle School, and various Community facilities.

Student Activities

We provide a wide range of activities for students, both during and after regular school hours, including: Student Voice, Clubs, Peer Tutors, and EDGE (Extended Day Growth Education).

STUDENT SERVICES

Collaboration is a key word in the model adopted by the Student Services department. The staff attempt to provide services that reflect the needs of the students, the staff, the parents and the community. The Student Services Team encompasses the traditional fields of resource, guidance, library technology, computer technology and administration.

Guidance

The Guidance Counselor participates in individual and small group intervention in issues such as career choices, alcohol and drug abuse, and family life programming. Programs focus on issues such as conflict mediation, bullying, harassment and decision-making.

Learning Support

The Learning Support program is intended to assist students, teachers and parents in accommodating the learning needs of students. This support takes the form of either direct or indirect service. Direct service to the students is provided in the classroom or in another setting as required by the needs of the student. Indirect service is provided through consultation, collaboration and coordination with the classroom teacher, educational assistants, peer tutors, parent volunteers, parents and administration.

Educational and Clinical Support Services (ECSS)

Additional external supports are provided to the school from the Division. These include a psychologist, social worker and speech and language pathologist. The ECSS support personnel meet with the school team on a regular basis to share information and plan for students. The school or parents can access team members through a referral process.

Library

The library provides access to a wide range of information resources (print and multi-media), helps all learners to become effective users of information, promotes awareness of the importance of literature and reading, and assures that the library is an active partner in the learning process. The library is open until 4:00 p.m. daily, as well as most lunch hours. Students require a library pass from their teacher during class time. Computers are also available in the library for student use. The library hosts a book fair twice a year during student/parent/teacher conferences (November and March) to promote literature appreciation and raise funds for library resources.

PARENT-TEACHER-STUDENT COMMUNICATION

Assessment, Evaluation, and Reporting

Assessment methods include observation and anecdotal comments, written and oral tests, student demonstrations and performances, journal writing and learning logs, peer assessment, presentations of portfolio collections, student-led discussions, student growth commentaries, and regular communication with parents (via phone, email, or agenda book).

We encourage students to become responsible for their learning through setting personal learning goals. Self-evaluation and reflection are important in this process.

Parents, teachers and students will meet on a regular basis through student-led conferences at report card time. Parents are invited to contact staff and administration for more information.

Communication with Parents

Teachers and administrators at H. C. Avery School use a variety of tools to communicate with parents, such as email, phone, student agenda books and the monthly newsletter. Newsletters are e-mailed monthly. Newsletters and other important information can also be found on H.C. Avery's web page: **www.7oaks.org/school/hcavery**. Parents may also email the school: **hcavery@7oaks.org** .

Parent Advisory Committee

H. C. Avery Middle School is fortunate to have a supportive and committed parent advisory committee. We encourage your help and involvement. Please contact the school for more information.

Have a great year!