ENTWISTLE SCHOOL

2023-2024 SCHOOL HANDBOOK

ENTWISTLE EAGLES

Our students get our best

Principal's Message

Dear Students, Parents and Staff,

2023/2024 is an exciting year for the students and staff of Entwistle School. We are moving together on a journey where we hope to balance strong literacy and numeracy growth with a keen focus on career pathways. We are a small rural school with a supportive community which means that we are uniquely positioned to offer myriad ways for our students to learn and grow. This year we will strive to strengthen our school culture of high academic and character expectations, and are looking forward to increasing parent and community involvement in our school. Our students are incredible and we will provide multiple opportunities for them to shine; whether that be through academics, fine and performing arts, sports, agriculture, computing science, student leadership, and more, we will find ways to engage our students and ensure that all grades have the chance build a variety of skills that will help provide a more well-rounded educational experience. Our staff are dedicated and we are planning for a fantastic year where we continue our cherished traditions and look to create new ones as well. It is my honour to serve as Principal of Entwistle School and I look forward to continuing my journey alongside our students, staff and community.

All the best,

Christine Bileau
Principal
Entwistle School

School Information

Entwistle School is located at 5232-50 Street, Entwistle, Alberta – T0E 0S0

Our school phone number is 780-727-3811

Our main email is Entwistle@psd.ca

Mrs. Klingspohn is our school secretary.

Staff

Mrs. Christine Bileau Principal	Mrs. Jesse Klingspohn Head Secretary	Mrs. Jena Morgan Kindergarten	Miss Kerri Williams Grades 1/2
Mrs. Kelsey Kiers Grades 2/3	Mrs. Liticia Webster Grades 4/5	Mr. Austin Nordstrom Grades 6-9	Mrs. Cylena Petterson Grades 6-9
Mrs. Stacey Nash Educational Assistant	Mrs. Danielle Pequin Educational Assistant	Mrs. Sarah Leteta Educational Assistant	Mrs. Laura Richter Head Custodian

Vision

Our students possess the confidence, resilience, insight and skills required to thrive in and positively impact the world.

Mission

We assure supportive learning environments, meaningful experiences and healthy relationships that create opportunities to develop resilience, to gain diversity in perspectives and to achieve enduring success.

Values & Beliefs

Our Ultimate Goal is Student Success and Well-Being.

We therefore value learning opportunities that are:

- Purposeful
- Essential
- Relevant
- Authentic
- Responsive

Additionally, we value:

- Excellence in achievement
- Trustworthy, respectful relationships
- Resilience with self-awareness

Modified School Days, Report Cards, PD Days, Kindergarten Fridays

Dates to Note 2023-2024			
Date		**Date**	
August 28	Office Opens	February 19	Family Day
September 4	Labour Day	March 1	MSD Day
September 5	First Day of School	March 8	Kinder Day
September 22	Kinder Day	March 22	PD Day
October 6	PD Day	March 25-29	Spring Break
October 9	Thanksgiving	April 1	Easter Monday
October 20	Kinder Day	April 12	Kinder Day
October 23	MSD Day	April 26	Kinder Day
November 10	Kinder Day	April 29	MSD Day
November 13-17	Fall Break	May 10	Kinder Day
December 1	Kinder Day	May 17	PD Day
December 4	MSD Day	May 20	Victoria Day
December 15	Kinder Day	Jun 3	MSD Day
December 22	PD Day	June 7	Kinder Day
December 23 – Jan 7	Winter Break	June 21	Kinder Day
January 12	Kinder Day	June 27	Last Day of classes
January 30	Report Card #1	June 27	Report Card #2
February 2	Kinder Day	June 28	PD Day
February 8 & 9	Teacher's Convention		
February 16	PD Day		

MSD – Modified School Day (No School)
PD Day – Parkland School Division Professional Development (No School)
Kinder Day – Extra Kindergarten Day

Daily Schedule

8:00	Office Opens
8:25 AM	Warning Bell
8:32	Attendance
8:34	O' Canada
8:36 - 9:09	Period 1
9:09 - 9:42	Period 2
9:42 - 10:15	Period 3
10:15 - 10:31	Morning Recess
10:31 - 11:04	Period 4
11:04 - 11:37	Period 5
11:37 - 12:07	Lunch Recess
12:07 - 12:24	Lunch
12:24 - 12:57	Period 6
12:57 - 1:30	Period 7
1:30 - 2:03	Period 8
2:03 - 2:19	Afternoon Recess
2:19 - 2:52	Period 9
2:52	Early Bus Bell
2:52 - 3:25	Period 10
3:25	Dismissal Bell
3:45	Office Closes

Late arrivals need to check in at the office.

If a student's attendance drops below 85%, school administration will contact parents and/or guardians to solve the problem. If the problem remains unresolved, the issue will be referred to Parkland School Division.

If you are planning a family vacation during scheduled school days, please discuss the absence with the homeroom teacher as soon as possible to ensure your child will not be missing critical assessments or work. This gives your teacher time to make alternate arrangements.

Students in junior high are permitted to leave school property at the start of lunch recess (11:37 a.m) if signed consent has been turned into the office. Leaving school during the school day is a privilege, and not a right. School administration has the right to remove and/or suspend these privileges, as required, or if students return to school late on more than two occasions.

Course Materials & School Generated Fees

GRADES	CONCEPT	AMOUNT
The following fee schedule applies to all students:		
Grades K – 9	Cultural Events	20.00/child
Grades K – 9	Field Trips Fee helps cover a portion of the busing cost. This does not include the Grade 9 trip.	20.00/child
Grades 6 - 9	Fee for Complimentary Course (CTF)	30.00/child (per session)
Fees for the following apply only to students participating in the activities listed:		
Grades K – 9	Cross Country (Covers all races)	10.00/child
Grades 4 - 9 (Grades 1-3 cannot compete, and therefore there is no fee)	*Archery (Includes $40 for fees and 2 tournaments and $10 for a tee shirt)	50.00/child
Grades 6 – 9	*Badminton	15.00/child
Grades 6 – 9	*Basketball	50.00/child
Grades 6 – 9	*Soccer	50.00/child
Grades 6 – 9	*Volleyball	50.00/child

*An additional deposit may be required for team uniforms.

Fees may be waived. Please inquire further with Mrs. Bileau.

OPTIONAL EXTRAS

School photographs, hot lunches may be charged on a cost recovery basis.

ENTWISTLE EAGLES

Our students get our best

Riding the Bus

Students are expected to follow all rules set out by PSD Transportation and their bus driver. These are set in place to ensure that the bus is a safe environment.

Students must have a current bus pass and be prepared to scan this card before getting on the bus and once they depart the bus every day.

Parents must notify their bus driver and the school office if their children will not be going home on the bus in the afternoon.

If communication is unclear regarding transportation changes, your child will be sent home on his or her regular bus.

Parkland School Division Code of Conduct

In Parkland School Division, all members of our school community are expected to promote and demonstrate respect, civility, and responsible citizenship. With these goals in mind, everyone must:

- Demonstrate honesty and integrity
- Respect differences in people, their ideas and their opinions
- Acknowledge the right of everyone to be treated with dignity, at all times
- Take appropriate measures to help those in need
- Use non-violent means to resolve conflict
- Honour the role(s) of persons in positions of authority
- Show care and regard for school property and the property of others
- Comply with all applicable federal, provincial and municipal laws

In Parkland School Division, we are all models for the kinds of citizens we desire to be. We teach and learn by example.

School Expectations and Discipline

We value the strength of the relationships we form with our families and with our students. If you have any concerns about your child, please address this with your child's teacher first. If the concern is not resolved, a meeting with the principal will be scheduled to help find a solution.

There are three expectations for Entwistle students and staff:

1) Respect yourself and others.
2) Engage in productive work.
3) Maintain a safe, clean environment.

Teaching, modelling and reinforcing clear behavioural expectations, providing supports and interventions for students with challenging behaviours, and using alternatives to suspension or expulsion are effective forms of positive student discipline and preferred, wherever possible. Students who continue to experience difficulty meeting school expectations will be disciplined according to PSD Administrative Procedure 360: Student Discipline.

Electronic Devices and Cell Phones

Classroom teachers decide how electronic devices will be used in their classrooms. Students are expected to comply with the conditions for learning in their classrooms. Students are encouraged to use electronic devices as they relate to the Code of Conduct and Technology Agreement on student registration forms.

Can a staff member confiscate my electronic device(s)?

Yes. Improper use or violations of technology use agreements may lead to the confiscation of electronic devices by the teacher until the end of the day. If the misuse is of a serious nature, parents will be notified and it could lead to the loss of technology use for an extended period of time or the remainder of the school year. Students are asked to demonstrate responsible digital citizenship and use technology for its intended purpose: to enhance learning.

Cell Phone Use

Cell phones can prove to be very disruptive to the learning environment and their use will not be permitted in the classroom. The classroom teacher may use their discretion and permit cell phone usage on occasion.

Students in Kindergarten to Grade 6 are not permitted to use cell phones during recess breaks.

No cell phones are permitted in washrooms or the gym and gym change rooms.

Junior high students may check their phones during recess breaks, and they may take their cell phones with them if they leave school property during lunch recess. Phones must be put away when they return to school. Inappropriate use of cell phones at school will result in communications with parents, and phones will be securely kept in the office until the end of the school day.

Students have access to a phone in the office if they need to contact their parents/guardians, and parents/guardians can call the school if they need to speak with their children.

Please be advised that you bring your devices at your own risk. The school does not assume responsibility if they are lost or stolen. Learning will not be interrupted to solve the problem of a missing device.

Can students access Wi-Fi at Entwistle School?

Yes. Students will be provided with a PSD Wi-Fi password for devices for learning purposes.

Recess and Noon Hour Policy

Students will play outside at recesses and at lunch recess unless temperatures drop below -23 with the windchill.

Recess times may also be modified due to a number of other factors including air quality, high humidex, extreme heat, etc. Please see *weather AP 750* for more details.

We allow our Grades 7 through 9 students to leave the property for lunch recess with signed parental permission. When the weather outside is very poor, we may announce that everyone stays inside.

Please ensure students are suitably dressed for the prevailing weather conditions.

Dress Code

Students will be asked to alter or change their clothing if it is deemed inappropriate or disrespectful in any way. Parents will be notified if an issue persists.

Please note the following:

- Appropriate school clothing means that it is:
  - Effective for the learning task
    - Gym apparel is suggested for students in grades 4- 9.
    - Footwear must match the activity
  - Not harmful in message: messages printed on clothing are in good taste (alcohol/drug related, profanity, violence, and sexually inappropriate are not allowed).
  - For the purpose of student safety, staff members must be able to make eye contact with students at any time. Sunglasses, hoods and hats that obstruct eye contact are not permitted.
  - Outdoor clothing must reflect weather conditions. In winter, you must have warm boots, jackets, mitts and something to cover your head. You are asked to wear footwear appropriate to the weather conditions.

  For health and safety reasons students **MUST** wear indoor shoes at all times at school.

O' Canada

Parkland School Division's Patriotic Exercises Administrative Procedure 267 states that O' Canada will be played in all schools on a consistent weekly schedule.. Notwithstanding individual classroom conditions for learning, hats and hoodies must be removed during the National Anthem. Our Land Acknowledgement will also be read during this time.

Physical Education

All students require clean gym shoes (with non-marking soles) to be worn in the gymnasium. Specific activities such as skating and snowshoeing would require special clothing that would be requested by the physical education teacher as necessary.

School Photographs

School, classroom and individual photographs are scheduled to take place each year. Prior notification will be sent home.

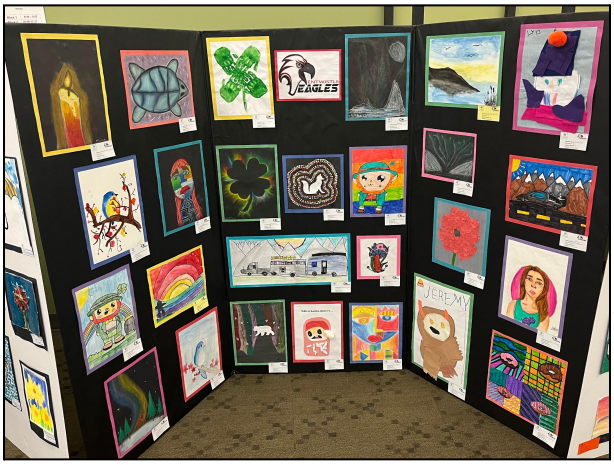
Lockers & Locks

There is no fee for using a school lock or locker. Locks from home are not permitted and will be removed. Students are expected to keep their lockers clean and in good condition. Periodic locker checks may take place throughout the school year. Locker access is restricted to regular recess and break times. As per Parkland School Division's "Drug Free Protocol", a Locker License Agreement form must be signed by parent and student before a locker will be issued. The school lock must be returned at the end of the year or a fee to replace the lock may be charged.

Extra-Curricular Activities

We are going to do our best to make your time at Entwistle School enjoyable. We are a small, but active school. You may have the opportunity to participate in many extra-curricular activities such as:

- Cross-country running (K-9)
- Archery (grades 4-9)
- Soccer (grades 5-9)
- Volleyball (grades 6-9)
- Basketball (grades 6-9)
- Badminton (grades 6-9)
- Track and Field (grades 7-9)
- Track Meet (K-6)
- Choir (3-9)
- Field Trips (K-9)
- Skiing (6-9)
- Skating (K-9)
- Swimming (K-9)



We will send home permission letters for these activities. Participating in extracurricular activities is a privilege and students are expected to display the virtues of Exceptional Eagles. Please note that parents wishing to volunteer will require criminal record checks.

Exceptional Eagles

All Entwistle School students are members of the Entwistle Eagles. Entwistle Eagles are ambassadors for themselves, Entwistle School, and Parkland School Division as they pursue their goals.

The culture at Entwistle School is reflected in the values of Parkland School Division and we take time to honour students every month who demonstrate excellence in a variety of ways beyond academic achievement.

Members of the Entwistle School community value these attitudes as positive contributing factors to inclusion, citizenship, social responsibility, and wellness.

Yearly Awards

Every year in June we hold an awards assembly to recognize some of the great accomplishments of our students. Awards that students may receive include:

Melnyk/Bullock Literacy Award - This award goes to a Grade One, Grade Two and Grade Three student who have demonstrated the most improvement in reading throughout the school year.

Fine Arts Award - Awarded to ECS-Grade 9 for excellence in any of the Fine Arts: Music, Art or Drama.

Athlete of the Year - This award is presented to a female and male student who demonstrates the best qualities of an athlete: Sportsmanship, positive leadership, participation in physical education classes, school sports and ability.

Melnyk/Bullock Citizenship Award - Recipient must portray an attitude of responsible citizenship. Characteristics include, but are not limited to: a willingness to work collaboratively and/or independently on projects that benefit the school/community; empathy and compassion for others; kindness, fairness; leadership skills; the ability to exercise self-control; integrity in interactions with others.

Merit Awards - Recipients of this award meet the following requirements: work to the best of his/her ability; display a high level of courtesy towards students, staff and visitors; and cooperate with other students and staff.

Academic Achievement - This award is presented to one student in each of grades 4 to 6 who has achieved the highest academic results. For grades 7 to 9, we may present this award to one student in each grade level or we may present the award for the highest academic achievement in the cohort.

Diamond Award - This award is presented to one student who best demonstrates, through word and deed, the virtues that are cherished in the Entwistle community and also includes active involvement in school life, is dedicated, reliable and exhibits a strong, consistent work ethic.

Assemblies and Events

Assemblies will be held towards the end of each month and the dates will be included on our public calendar. At assemblies, selected students will be recognized for demonstrating excellence beyond classroom work. We will also recognize members of our community who have made significant impacts to our school community. Parents, friends, relatives and members of the community are encouraged to attend.

Entwistle School
Kindergarten Supply List
2023-2024

****Please send all school supplies for the first day of school****

- Indoor non-marking running shoes with velcro, elastic or zipper closures (no laces please)
- 1 backpack
- 1 FULL change of clothing in a bag to keep at school
- 1 lunch bag
- 1 binder (3" or 4")
- 1 package of page protectors
- 4 glue sticks (purple if possible)
- 2 bottles of white glue
- 1 package of pipsqueak markers (short and round ones) as they encourage proper finger grasp.
- 1 reusable *leak proof* water bottle to keep at school (no open top bottles)
- 1 white board
- 3 white board markers
- Durable wired headphones

PLEASE CLEARLY LABEL ALL BELONGINGS WITH YOUR CHILD'S NAME OR INITIALS

Parents are requested to check occasionally to make sure these materials are replaced when necessary. All personal supplies should be labeled with the student's name. Please label boots, shoes, lunch kits/bags in permanent ink as well. Please do not hesitate to contact the school if you need assistance with supplying your child or children effectively for their learning.

Entwistle School
Grade 1 Supply List
2023-2024

****Please send all school supplies for the first day of school****

- 2 Hilroy interlined scribblers full page lined - 72 page
- 1 Hilroy interlined scribbler half page lined - 72 page
- 3 **coil** notebooks (at least 80 pages, 26.6 cm x 20.3 cm)
- 1 pencil case
- 4 packages of HB pencils
- 2 packages of white erasers
- 4 large glue sticks
- 1 pencil sharpener with container to hold shavings
- 1 pair of scissors
- 1 package of pencil crayons
- 1 package of markers
- 1 pkg of fine tip dry erase markers for student personal use
- 1 pair indoor non-marking running shoes with velcro, elastic or zipper closures (no laces please)
- 1 set of wired headphones
- 1 durable backpack
- 1 reusable water bottle (wide flat bottom preferred)
- 1 reusable lunch kit
- 1 change of clothing in a labeled ziploc, including underclothes and socks

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Entwistle School
Grade 2 Supply List
2023-2024

****Please send all school supplies for the first day of school****

- 2 Hilroy interlined scribblers full page lined - 72 page
- 1 Hilroy interlined scribbler half page lined - 72 page
- 3 **coil** notebooks (at least 80 pages, 26.6 cm x 20.3 cm)
- 1 pencil case
- 4 pkgs. of HB pencils
- 2 pkgs. of white erasers
- 1 pair of scissors
- 4 large glue sticks
- 1 pencil sharpener with container to hold shavings
- 1 pkg. of pencil crayons
- 1 pkg. of markers
- 2 black fine tip permanent markers for student personal use
- 1 pkg of fine tip dry erase markers for student personal use
- 1 metric ruler (*30cm, no metal edges*)
- 1 set of wired headphones
- 1 pair of indoor non-marking shoes
- 1 durable backpack
- 1 reusable water bottle
- 1 reusable lunch kit
- 1 change of clothing in a labeled ziploc, including underclothes and socks

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Entwistle School
Grade 3 Supply List
2023-2024

****Please send all school supplies for the first day of school****

- 4 **coil** notebooks (at least 80 pages, 26.6 cm x 20.3 cm)
- 1 pencil case
- 4 pkgs. of HB pencils
- 3 pkgs. of white erasers
- 1 pkg. of pencil crayons
- 1 pkg. of markers
- 2 black fine-tip permanent markers for student personal use
- 1 pkg of fine-tip dry erase markers for student personal use
- 1 pair of scissors
- 4 large glue sticks
- 1 pencil sharpener with container to hold shavings
- 1 metric ruler (30cm)
- 1 set of wired headphones
- 1 pair of indoor non-marking shoes
- 1 durable backpack
- 1 change of clothing in ziploc, including underclothes and socks
- 1 reusable water bottle

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Entwistle School

Grade 4 Supply List

2023-2024

****Please send all school supplies for the first day of school****

- 4 - 1 " binders
- 2 **coil** notebooks (at least 80 pages, 26.6 cm x 20.3 cm)
- 1 pkg of dividers
- 1 package of lined paper
- 4 duo-tang report covers with prongs (solid coloured, paper duotangs preferred)
- 1 pencil case
- 4 pkgs. of HB pencils
- 4 white erasers
- 1 pkg. of pencil crayons
- 1 pkg. of markers
- 1 pkg fine-tip black permanent markers (for student personal use)
- 1 pkg of fine-tip dry erase markers (for student personal use)
- 1 pair of scissors
- 3 large glue sticks
- 1 pencil sharpener with container to hold shavings
- 1 metric ruler (30cm)
- 1 set of wired headphones
- 1 pair of indoor non-marking running shoes
- 1 reusable water bottle (wide-based preferred)
- optional: additional pencil case to hold art supplies

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Entwistle School

Grade 5 Supply List

2023-2024

****Please send all school supplies for the first day of school****

- 4 - 1 " binders
- 2 **coil** notebooks (at least 80 pages, 26.6 cm x 20.3 cm)
- 1 pkg of dividers
- 1 package of lined paper
- 4 duo-tang report covers with prongs (solid coloured, paper duotangs preferred)
- 1 pencil case
- 4 pkgs. of HB pencils
- 4 white erasers
- 1 pkg. of pencil crayons
- 1 pkg. of markers
- 1 pkg fine tip black permanent markers (for student personal use)
- 1 pkg of fine tip dry erase markers (for student personal use)
- 1 pair of scissors
- 3 large glue sticks
- 1 pencil sharpener with container to hold shavings
- 1 metric ruler (30cm)
- 1 set of wired headphones
- 1 pair of indoor non-marking running shoes
- 1 reusable water bottle (wide-based preferred)
- optional: additional pencil case to hold art supplies

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Entwistle School
Grade 6 Supply List
2023-2024

****Please send all school supplies for the first day of school****

- 4 - 1" binders
- 1 pkg of dividers
- 1 package of lined paper
- 1 coil booklet graph paper (80 pages)
- 2 Coil Notebooks (200 pages)
- 1 pencil case
- 3 blue pens
- 3 red pens
- 2 Fine Point Permanent Marker (black)
- 30 HB pencils (sharpened)
- 3 erasers
- 1 pkg. of 24 pencil crayons (sharpened)
- 1 pkg. of 24 markers
- 1 pair of scissors
- 3 highlighters (different colors)
- 2 large glue stick
- 1 pencil sharpener with lid
- 1 ruler (30cm)
- 1 geometry set (must have protractor and compass)
- 1 calculator
- 1 durable backpack
- 1 pair of non-marking indoor shoes
- 1 reusable water bottle
- 1 set of wired headphones
- 1 Computer mouse (Optional)

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Entwistle School

Grades 7 to 9 Supply List

2023-2024

****Please send all school supplies for the first day of school****

- 4 - 1" binders OR 2 - 2" binders and 1 pkg of dividers
- 1 package of lined paper
- 1 coil booklet graph paper (80 pages)
- 4 Coil Notebooks (200 pages)
- 1 pencil case
- 2 blue pens
- 2 red pens
- 30 HB pencils (sharpened)
- 2 erasers
- 1 pkg. of 24 pencil crayons (sharpened)
- 1 pkg. of 24 markers
- 1 pair of scissors
- 3 highlighters (different colors)
- 1 large glue stick
- 1 pencil sharpener with lid
- 1 ruler (30cm)
- 1 geometry set (must have protractor and compass)
- 1 scientific calculator *must have a power button and square root button, two-line display preferred*
- 1 durable backpack
- 1 pair of non-marking indoor shoes
- 1 reusable water bottle
- 1 set of wired headphones
- 1 Computer mouse (Optional)

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