

# Winston Churchill High School



## Student Handbook

*A Community of Learners Working  
to Make our World a Better Place*

2022-2023





2022-2023

Winston Churchill High School

1605 15<sup>th</sup> Avenue North

Lethbridge, AB T1H 1W4

Phone: 403-328-4723

Fax: 403-329-4572

E-mail: [wchs@lethsd.ab.ca](mailto:wchs@lethsd.ab.ca)

Website: [www.wchs.lethsd.ab.ca](http://www.wchs.lethsd.ab.ca)

Tracy Wong, Principal (she/her)  
Jamie Bach, Vice Principal (he/him)  
Morgan Day, Vice Principal (she/her)  
Aaron Fitchett, Vice Principal (he/him)



# Table of Contents

|   |         |
|---|---------|
| Principal's Message   | p. 4    |
| Vision Statement  | p. 5    |
| Educational Philosophy and Programs                               | p. 6    |
| Advisor Program   | p. 6    |
| International Baccalaureate Program                               | p. 6    |
| Knowledge & Employability Program                                 | p. 6    |
| Inclusive Education Programming                                   | p. 7    |
| Student Services  | p. 7    |
| Wellness Centre   | p. 7    |
| Learning Commons  | p. 8    |
| Textbook Centre/Test Writing Centre                               | p.8     |
| Cafeteria   | p. 8    |
| Student Guidelines  | p.9     |
| Academic Integrity/Malpractice Guidelines & Expectations          | p.9     |
| Alcohol, Cannabis, Drugs, Tobacco and Electronic Smoking Products | p..10   |
| Attending for Success   | p.10    |
| On-Time Expectations  | p.11    |
| Automated Telephone Calling System                                | p.11    |
| Change of Address or Telephone                                    | p.12    |
| Bus Pass Policy   | p.12    |
| Cell Phones/Responsible Use of Technology                         | p.12    |
| Dress   | p.13    |
| Expectation of Students Not in Class                              | p.13    |
| Expected Credit Load/Credit Recovery                              | p.13/14 |
| Fire Drills/Lockdown Drills/Crisis Response Plan                  | p.15    |
| Fair Notice of Threat/Risk Assessment                             | p.15    |
| I2 Time   | p.15    |
| Lockers/Insurance   | p.16    |
| Motor Vehicle Use and Parking                                     | p.16    |
| PowerSchool   | p.16    |
| Report Cards  | p.17    |
| Student Behavior and Discipline                                   | p.17    |
| Withdrawal from School  | p.17/18 |
| Co-Curricular Programs  | p.19    |
| Student School Fees   | p.20    |
| Diploma Exam Schedule   | p.21/22 |
| Parent School Council   | p.23    |
| School Timetable  | p.24    |
| School Year at a Glance   | p.25/26 |
| School Map  | p.27    |

# Principal's Message

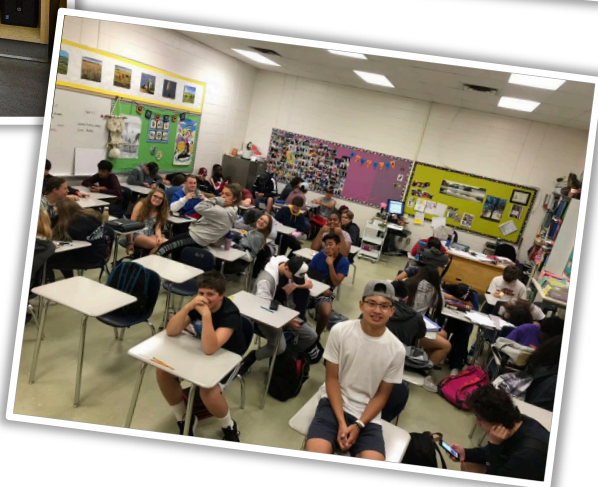
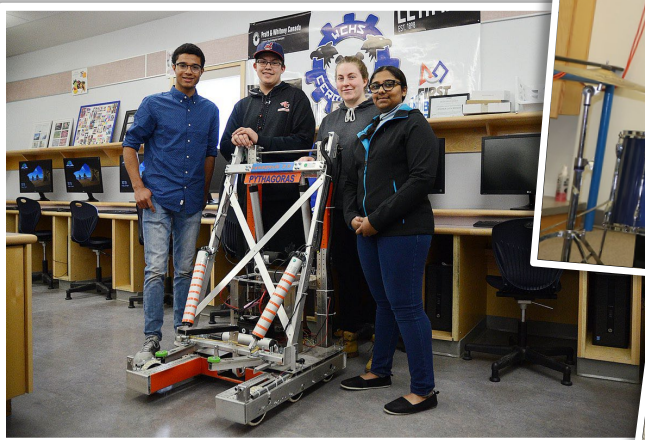
Hello and welcome to the Churchill Family. We are immensely proud of our students, staff, alumni, and greater school community and look forward to continuing creating wonderful memories with our new Churchill Family members. At Churchill, our aim is to create a community of learners working to make our world a better place. Students and staff are committed to building a better world through intercultural understanding and respect.

Churchill is a learning community dedicated to building positive, caring, and meaningful relationships with our students. We believe wholeheartedly in supporting students as they grow intellectually, emotionally, socially, and physically. As a learning community we value diversity and multiple perspectives. Our aim is to be a little bit better every day; to always pursue growth.

As members of the Churchill family, we are committed to creating an inclusive environment that is grounded in kindness, empathy, and positivity. We value hard work and kindness.

The start of a new school year brings excitement, anticipation, nervousness, and apprehension. Please know we remain committed to creating an experience for them that is positive, memorable, and full of love.

Tracy Wong  
Principal





# Vision, Mission, and Values

## **Vision**

A community of learners working to make our world a better place.

## **Mission**

Build RELATIONSHIPS

Pursue GROWTH

Value DIVERSITY

## **Values**

Work Hard

Be Kind



# Educational Philosophy and Programs

## **Advisor Program**

Our advisor program is based on our belief in the Churchill Family. Churchill Family is centered around building meaningful relationships with our students and families. Our advisor program connects students to one adult who has a vested interest in their life and oversees their academic programming. The role of the advisor is to form a meaningful relationship with each advisee and their family. The advisor assists advisees in selecting long-term goals and programs. For example:

- Achieving Personal and Academic Goals
- High School Completion (multiple pathways)
- Transitions to Post-Secondary Opportunities (e.g. College or University)
- Entering the Trades

Advisors communicate with parents, teachers, and administrators to support the advisee achieve success at Winston Churchill High School. Advisors track credits, support their advisees in program planning and course selection, and provide social and emotional support.

## **International Baccalaureate (IB) Program**

The International Baccalaureate Program strives to develop students who build a better world through intercultural understanding and respect. IB is committed to developing inquiring, knowledgeable and caring young people who are motivated to grow and succeed. IB encourages students to ask challenging questions, to critically reflect, to develop research skills, and to learn how to learn. The IB Diploma Program is a rigorous, pre-university program of study that meets the needs of highly motivated secondary school students. Students wishing to undertake a partial IB program should consider the IB Certificate Program. Parents interested in learning more about the International Baccalaureate are invited to contact the IB Program Coordinator – Aaron Fitchett.

## **Knowledge and Employability (K & E) Program**

Knowledge and Employability courses provide students with opportunities to experience success and become well-prepared for employment, further post-secondary studies, engaged citizenship, and life-long learning. Students have the opportunity to participate in two, three-week work experience placements when they are in grade 10 and 11. The attitudes, skills, knowledge, and workplace competencies found within the various core and occupational Knowledge and Employability courses are aligned with other grade-level programs of study. They are intended to maximize opportunities for student success and to support high school completion. Students enrolled in K&E courses work toward a Certificate of High School Achievement, but they can then choose to continue to complete their High School Diploma requirements.

## **Inclusive Education Framework**

We believe that every child is an individual who learns and grows in ways unique to them. We recognize children not by labels and codes, but by celebrating strengths and identifying challenges. At Winston Churchill High School, we believe in an inclusive learning community that encourages independence, responsibility, and preparation for the transition to adulthood for all students. We place great emphasis on the importance of being independent, responsible citizens of our school and community. Our students are encouraged to become as independent as they can be to maximize their self-worth and growth. We recognize that transitions are critical, and work with the student, their families and community agencies to ensure that their dreams and goals are being acknowledged when they transition to adulthood.



# Student Services

## **The Wellness Centre**

We believe counselling services are an integral part of school programming that addresses the needs of our students in the areas of education, wellness, and career exploration. Counselling services can be accessed through our Wellness Centre.

Counsellors provide the opportunity for students to access educational, personal, and career counselling and provide information regarding scholarships and post-secondary programs. Support is available to students, parents, and advisors during the school day.

Our school counsellors work collaboratively with community partners and can coordinate meetings between students and resource professionals from a variety of community agencies. These community agencies include, but are not limited to, Alberta Health Services, Southwest Child and Family Services, post-secondary institutions, employers, legal, and police services. Students may schedule appointments by contacting any member of our counselling team.

The Wellness Centre also supports students in their transition to life after high school. Our Student Support Worker can help students with resume and cover letter writing, job applications, post-secondary education, career assessment, scholarships, and financing. Through the Wellness Centre, students can also connect to Off Campus Education resources. For more information about work experience programs or the Registered Apprenticeship Program (RAP), speak to a Counsellor for connection to the off-campus facilitator.

## **The Learning Commons**

The Learning Commons is a dynamic learning space where students spend time engaging in thinking, completing homework, getting extra help from our Learning Commons staff, reading a good book or engaging in research activities. Students will find a wide range of print materials, digital materials, as well as creative media opportunities. Our library catalogue can be accessed from any computer in the school - [www.destiny.lethsd.ab.ca](http://www.destiny.lethsd.ab.ca). Digital eBooks and audio books may be access through the SORA App, using the student's unique Division login.

Exams and quizzes may be written in the Learning Commons by planning with your classroom teacher.

The Learning Commons endeavors to create a balance between a quiet study area and a classroom research facility. In addition, the Learning Commons provides a public forum for students to display works of art and explore their creative writing skills. Through our Learning Commons, the card catalogues at both the University of Lethbridge and the Lethbridge Public Library are also accessible. Questions? Drop by and see us.



## The Textbook Centre

The Textbook Centre is the location for centralized distribution and return of textbooks. Students will be provided the necessary textbooks for classroom instruction. Students will be charged for lost or damaged books. The centre is open during regular school hours, Monday through Friday.

## The Cafeteria

The school cafeteria provides a short order, hot, and cold meal service at reasonable prices. Snack items are also available. The cafeteria hours are:

|                    |                    |
|--------------------|--------------------|
| Monday to Thursday | 7:45 am to 2:00 pm |
| Friday             | 7:45 am to 11:00am |



# Student Guidelines

## **Academic Integrity/Malpractice Guidelines & Expectations**

It is important that the work students are credited for at Winston Churchill High School is indeed their work and has been created under acceptable conditions with the use of appropriate resources. With this basic principle in mind, the following is intended to provide all members of the school community with the information needed to ensure individuals do not engage in activities that bring into question their academic integrity.

## **Violations and Consequences**

When a student at Winston Churchill High School is initially involved in Academic Misconduct / Malpractice the student will be assigned a reduction in marks until academically honest work is completed. All issues of student misconduct will be noted by the school and parents will be contacted and informed of the situation. Repeated academic misconduct / malpractice violations by a student will result in academic / disciplinary measures that may include, but are not limited to: reduction in marks, removal from the course(s) in which the violation(s) occurred or a recommendation for expulsion from Winston Churchill High School to the Trustees of Lethbridge. Issues of Academic Malpractice concerning International Baccalaureate students will also be dealt with in accordance to the Guidelines set forth by the International Baccalaureate Organization in their publication, "Academic Honesty" (August 2009, updated July 2011). Disciplinary measures may include but are not limited to a reduction in marks, removal from course(s) in which the violation(s) occurred, removal from the International Baccalaureate Program or recommendation for expulsion from Winston Churchill High School.

## **Testing Misconduct/Malpractice**

During any examination/test session at Winston Churchill High School, students may face consequences as stated above for violation of examination/testing rules. Testing Misconduct/Malpractice includes, but is not limited to:

- Accessing an examination, parts of an examination or information about an examination prior to the examination session.
- Violating the regulations and expectations regarding electronic devices and testing situations described above.
- Referring to, looking through or working on any examination or examination section other than during the timed testing period for that examination session.
- Using any prohibited aids.
- Leaving the examination room without permission.
- Attempting to remove from the testing room any part of the examination or notes related to the examination.
- Copying from another student or a published work.

- Attempting to give or receive assistance, or otherwise communicate through any means with another person about the examination during the writing session.
- Attempting to write an examination for another person.
- Creating a disturbance during the examination session.
- Using testing accommodations that have not been approved.

### **Alcohol, Cannabis, Drugs, Tobacco and Electronic Smoking Products**

The following are prohibited on school property and at authorized student activities:

- possession and/or use of alcohol or cannabis;
- possession and/or use of illicit drugs;
- use of tobacco and/or electronic smoking products;
- inappropriate use of prescription and non-prescription medication.

Persons under the influence of alcohol, cannabis, or other drugs are prohibited from being on school property or participating in authorized student activities. Students who contravene this policy shall be subject to discipline by school administration and/or the police.

Students who contravene this policy shall be made aware of the support services available through internal and/or external agencies.

Division employees shall co-operate with law enforcement agencies in matters related to the possession and/or trafficking of controlled substances on school property or at authorized student activities. Division employees' cooperation shall be in accordance with appropriate statutes and in compliance within loco parentis.

### **Attending for Success**

We recognize how important attendance in class is to student success. Working with students and parents, we will monitor student attendance and work with students and parents when concerns arise.

Our school uses the Safe Arrival program to manage student attendance reporting. The Safe Arrival program reduces the time it takes to verify student attendance making it easier for you to report your child's absence and easier for staff to respond to unexplained student absences.

All student absences are considered unexcused until the parent of the student informs the school that the absence should be excused.

The Safe Arrival program allows parents to report their child's absence quickly and conveniently in one of three ways:

1. Parents can log into a website, [lethsd51.schoolconnects.com](http://lethsd51.schoolconnects.com) where an account can be set up to report absences.
2. If you have an Android or Apple device, you can also download the SafeArrival app. You can go to the Google Play store or the Apple App and search using the keyword "safearrival" (one word) to download the Synervoice SafeArrival app.
3. Parents can call into an automated interactive telephone system via a toll-free number (1-866-879-1041) through which absences can be reported.

Parents must report student absences prior to the end of the current school day, as well as future absences via the internet or telephone 24 hours a day, 7 days a week. This service allows parents to enter planned absences well in advance, reducing the chance that you forget to excuse it ahead of time.

We are also using an automated notification system to contact parents who have not reported their child absent. The automated notification system will contact parents at multiple contact numbers until one of the designated contacts is reached. To avoid receiving these automated calls, all absences should be reported in advance.

Parents are encouraged to track daily attendance in the following manner:

- A phone call will be sent every day a student has an unexcused absence in any class.
- Parents can track attendance and grades on PowerSchool.

By reporting your child absent in advance using the Safe Arrival, you will not receive a call.

Regardless of the method used to excuse the absence, it is important to recognize that the responsibility to excuse an absence lies solely with the parent.

### **On-Time Expectations**

Students are expected to be on time for all classes. Failure to be in class on time is not only a hindrance to student learning, but also a disruption to the teacher and the class. Students who are persistently late may be referred to a school administrator. Parents can monitor late arrivals by accessing PowerSchool.



### **Automated Telephone Calling System**

At Churchill we believe that communication between the school and home is an important factor in a student's academic success. For this reason, we use an automated phone system which will enable us to contact the home when a student misses a class or is late. The automated phone system is intended to complement the communication between the school and the home. Parents are encouraged to discuss attendance and academic concerns with their child's advisor.

This system will also be used occasionally to provide general information and will be used in the rare event of an unforeseen school closure. If you do not wish to receive communication regarding your child's attendance, please advise the school in writing so that we might make the necessary modifications to our telephone communication system.

### **Change of Address or Telephone**

In order to keep up-to-date information about students, a Student Update Form needs to be complete for any change of address and/or telephone number, so that contact with the home can be made when necessary, as in the case of emergencies.

### **Bus Pass Policy**

Students living more than 2.4 km from their boundary school are eligible to receive a city bus pass paid for by the school division.

Passes are distributed through the school office. If students or parents have questions, they are encouraged to reach out to the office staff.

### **Cell Phones**

To accommodate the parental concerns about student safety while travelling to and from School, Winston Churchill High School will allow students to possess cell phones/electronic devices at school, providing the following rules and guidelines are adhered to:

- Cell phones/devices may not be used in any manner that will cause disruption to the educational environment.
- Cell phones/electronic devices should be turned off and out of sight during instructional time unless permission has been granted by a teacher/supervisor.
- The use of camera phones is strictly forbidden in private areas, such as, locker rooms, washrooms, dressing areas, classrooms, and offices. Such use may also be in violation of the criminal code.
- Student cell phone use will be respectful of teacher specific guidelines.

### **Responsible use of Technology**

This Responsible Use of Technology summarizes the responsibilities of Churchill students using the school computer network. The network includes all computers or computer related equipment and applications, the local area network, and access to the Internet. Students are responsible for good behavior while using school computers, just as they are in a classroom or



school hallway. Failure to adhere to the school's guidelines may lead to a loss of computer privileges.

The following and any other similar abuses are not permitted:

- Sending or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting, or attacking others
- Damaging computers, computer systems or computer networks
- Violating copy laws
- Using others' passwords
- Trespassing in others' folders, work, or files
- Intentionally wasting limited resources
- Downloading unapproved games or software



Computer storage areas and student file spaces may be treated like school lockers. Program administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly.

### **Dress**

Students should dress in a manner appropriate for school. Clothing which displays unacceptable language or images will be considered inappropriate for a school setting. Through the School Act, school personnel are given the authority to determine the acceptability of student dress. Students with unacceptable dress will be asked to change their clothing, acceptably alter their clothing, or be sent home.

### **Expectations of Students Not in Class**

Students are encouraged to utilize the Learning Commons for individual study when not in a scheduled class. Students may also lounge in the cafeteria during their spare time. Students are not to be in the hallways during class time. As well students are not to congregate in areas on or near school property.

### **Expected Credit Load**

One of our goals at Winston Churchill is to assist students to become responsible, cooperative, and engaged in their educational program. The following guidelines are designed to help students to develop these values.

Students are expected to carry the following minimum credit loads:

Grade 9 - not in credit courses, full course load anticipated.

Grade 10 - 40 credits (no spares anticipated)

Grade 11 - 35 credits (spares will be considered if graduation plan is on track for graduation)

Grade 12 - 30 credits (spares will be considered if graduation plan is on track for graduation)

All students will be expected to fulfill these credit guidelines. Students requesting exemptions from these guidelines will work with their advisors to ensure that graduation requirements are on track for successful completion of their high school program by the end of their grade 12 year.

### **Credit Recovery**

All students should be provided every possible opportunity to experience academic success. It is acknowledged that for some students, there are barriers to success due to situations beyond their control, resulting in unsuccessful completion of course requirements to receive a passing grade. In cases where students have shown they are capable of successful completion of courses through sufficient engagement in significant portions of the course, a Credit Recovery plan could serve as an alternative to repeating the entire course. The Credit Recovery Program is not intended to grant a student course credit when they have not displayed adequate levels of capable achievement. The Credit Recovery Program is in place to assist students in overcoming barriers to their success and to supply an opportunity to remain on track for timely graduation. For many students, this opportunity may serve to keep them more engaged in actively pursuing their diploma requirements, as well as removing the punitive nature of failing courses due to their inability to respond to components of the course while other areas display acceptable achievement. The Credit Recovery Program will be available for any 3 to 5 credit course. CTS modules will continue to be available to students to achieve a passing grade once the assessment components for the module have been successfully completed.

Options for students receiving <50% in a class include:

**Credit Recovery** – a student that has displayed the ability to be successful in the course but fell short on expectations in portions of the course may be given the opportunity to redo those components within a defined time period. Students who successfully complete the identified areas with a revised final grade of at least 50% will receive credit for the course with an updated mark submission.

**Re-stream** – students may choose to be re-streamed to a lower level course of study for the next grade level. Students that achieve a minimum final grade of 40% will have this option. This opportunity is available for Social Studies, English, Mathematics, and the Sciences.

**Repeat** – students that have not displayed sufficient success in their course work and fall below 40% will be required to repeat the course.

To be considered for a Credit Recovery opportunity, a student, or an advisor in consultation with the student, will apply to administration for consideration. The application must include a detailed progress report from the teacher. Applications will be reviewed by the Administration with consideration given to the progress report and the student attendance profile for the class in question. If a Credit Recovery plan is appropriate, Administration will meet with the student and/or Advisor and the classroom teacher to develop a success plan and timeline for completion. Final approval for a Credit Recovery opportunity will come from the Principal with the Advisor communicating the decision to the parents/guardians of the student.

## Fire Drills and Lockdown Drills

A minimum of six fire drills and two lockdown drills are conducted each year. Drill response is monitored closely to ensure that procedures and practices protect the safety of students and staff. The school has a Crisis Response Plan in place, should the need arise.

## Fair Notice of Threat/Risk Assessment

We believe in creating safe and caring environments for students and staff. Any incident where someone engages in behaviour which threatens or appears to threaten the safety of others will be investigated. Administrators can implement a “Risk Assessment” for behaviours that are worrisome including writing or drawings with violent themes; references to or involvement in violent activity at school; or an increased interest in activities that are deemed as dangerous to the safety of others. A “Threat Assessment” is implemented when a student threatens to kill or injure others, brings a weapon to school, or makes direct verbal or written violent threats to others. The Threat/Risk Assessment regulations are outlined in Policy 504.9 available in the School Division Policy Handbook available on the Lethbridge School Division website.



## I<sup>2</sup> Time

I<sup>2</sup> Time stands for Individual, Instruction Time. This time is scheduled in the timetable to provide students with additional opportunity for learning, to catch up on missed assignments and to receive individual instruction on specific concepts.

Students may also be given the opportunity to pursue individual learning goals outside the regular classroom environment. Students are strongly encouraged to take advantage of this daily opportunity to enhance their learning.

## Lockers

All students will be assigned a locker and combination lock that they will borrow for the year. Parents and students should note that lockers are provided as a service, and Lethbridge School Division policy authorizes school officials to enter lockers at any time. Students are not permitted to change

lockers/locks without permission from school Administration. We strongly suggest that students not share their locker combination with other students as most locker intrusion incidents are committed by students who have been previously provided knowledge of the combination. Students should contact the office if they lose their combination number or experience other difficulties. At year-end, damage or graffiti on lockers will be charged to the student.

### **Insurance**

Lethbridge School Division has Base Blanket Student Accident Insurance coverage. For more information on this student insurance, go to the division website:

<https://www.lethsd.ab.ca/parents/student-insurance>

In addition to the division base coverage, we recommend that students, particularly those involved in athletic programs and those enrolled in Physical Education, obtain personal insurance. Forms are available at the school.

### **Motor Vehicle Use and Parking**

Students are to operate their vehicles in a safe, responsible manner always, both on school grounds and in the vicinity of the school. Authority to govern such use is included in the School Act of Alberta. Students who use their vehicles to transport themselves and/or others on *school-sanctioned activities* must submit a waiver form signed by a parent. Parents of passengers must also complete a waiver form before this passenger may accompany a student-driver. These forms may be obtained from the office. A limited amount of student parking is available in front of the school and in the east parking lot. Students are not to park in staff designated parking spaces facing the gymnasium in the east lot, or anywhere in the west lot.

### **PowerSchool**

WCHS believes in improving communication between home and school. Our online tool and app, PowerSchool ([ps.lethsd.ab.ca](https://ps.lethsd.ab.ca)) provides current grades, timetables, and attendance information. Parents can sign up by going to our web page, under parent information.

Students and parents are provided with a username and password to help them track academic achievement. The website also will provide individualized access to student timetables for students if they lose their paper copy of their timetable. Many parents and students find the PowerSchool app to be very helpful. This can be downloaded directly to your smart phone or device.

### **Report Cards and Parent/Advisor Conferences**

Each semester parents will be contacted through an Advisor contact week, Parent-Teacher Conferences, a mid-term report card, and a semester end report card. All report cards are available on PowerSchool <https://ps.lethsd.ab.ca>

The 2022-2023 dates for each are listed below:

| <b>Report Cards &amp; Communication</b> | <b>Semester 1</b> | <b>Semester 2</b> |
|---|-------------------|-------------------|
| Advisor Contact Week                    | Oct 3-7, 2022     | March 1-10, 2023  |
| Parent-Teacher Conferences              | Oct 21, 2022      | March 16, 2023    |
| Midterm Report Cards                    | November 14, 2022 | April 3, 2023     |
| Semester End Report Cards               | January 27, 2022  | June 28, 2023     |

### **Student Behaviour and Discipline**

The essential expectation for student behaviour is that students conduct themselves in a mature, responsible manner always. Behaviour which infringes on a student's right to learn or threatens the general welfare of others or the school will not be accepted. In addition, excessive public displays of affection are not appropriate for a school environment. These expectations for acceptable behaviour apply not only to normal activities during the school day, but also to co-curricular activities that may take place outside the school or the school day.

The school discipline policy is based on the principle that the home and the school share responsibility for teaching appropriate behaviour. Working together, we can help students develop ownership, responsibility, respect for others, and most important, respect for themselves.

In all discipline matters, the Principal shall have the final decision. Students, however, will always have the right to be heard and to appeal a decision, first to the Principal, and subsequently to the Superintendent of Schools and the Board of Trustees. *In accordance with Lethbridge School Division Board Policies 500.1, 502.1, 502.2, 502.3, and 502.4. For complete policy details please see the Lethbridge School Division website at: [www.lethsd.ab.ca](http://www.lethsd.ab.ca)*

### **Withdrawal from School**

A student who is considering withdrawal from school should consult with their advisor and parents. If after consultation the student wishes to withdraw, they should complete the following steps:

1. Obtain a Withdrawal Form from the Main Office.
2. Obtain the signature of their advisor and an administrator.
3. Return all library materials to the Learning Commons, return all borrowed learning materials to the Textbook Centre, and obtain the signature of the Learning Commons Facilitator. Payment must be made for lost books.
4. After emptying their locker, the student should take the completed Withdrawal Form and lock to the General Office.
5. Items left in lockers will be retained for a period of 30 days, as required by Board policy. After this period, they will be donated to charity.
6. A student will not be accepted to attend any other Lethbridge School Division school without first completing the withdrawal process at their current school.





# Co-Curricular Programs

## Athletic Teams

Football

Volleyball

- Girls' Varsity & Junior Varsity
- Boys' Varsity & Junior Varsity
- Grade 9 girls and boys

Basketball

- Girls' Varsity & Junior Varsity
- Boys' Varsity & Junior Varsity
- Grade 9 girls and boys

Badminton

Curling

Cross Country

Golf

Track & Field

Rugby:

- Girls' Varsity & Junior Varsity
- Boys' Varsity & Junior Varsity

Wrestling (division program)

Intramural Activities

## Leadership Class (curricular)

Sign-up through your advisor (ongoing)

## Special Events

Academic Awards Evening

Track & Field Meets

Pep Rallies

Colour Day

Basketball and Volleyball Tournaments

Graduation Convocation and Reception

Student Roundtable Discussions

Orange Shirt Day

Pink Shirt Day

## School Productions

Drama Productions & Musicals

One Act Play Festival

"Art's Alive and Well" in Schools

Music Concerts

## Clubs

Math Club

Board Game Club

WC Football Club (soccer)

Yearbook Club

Interact Club

Embroidery Club

GSA Club

Business & Entrepreneurship

Chess Club

Anime Club

Cosplay Club

Robotics Club

Book Club



# Student School Fees



## 2022/2023 WCHS SCHOOL FEES

|                                     |                  |
|-------------------------------------|------------------|
| Student Fee                         | \$ 50.00         |
| Graduation Fee                      | \$ <u>125.00</u> |
|                                     |                  |
| Art - Grades 10-12                  | \$ 30.00         |
| Art - Grade 9                       | \$ 10.00         |
| Band (instrument rental only)       | \$ <u>102.00</u> |
|                                     |                  |
| CTS Construction 10-20-30           | \$ 51.00         |
| CTS Construction Technology Grade 9 | \$ 20.00         |
| CTS Fashion Studies 10-20-30        | \$ 35.00         |
| CTS Fashion Studies 9               | \$ 10.00         |
|                                     |                  |
| Food Studies - 10-20-30             | \$ 46.00         |
| Food Studies - 9                    | \$ 15.00         |
| Physical Education 20 - 30          | \$ 61.00         |
| Sports Performance/Sports Medicine  | \$ 25.00         |
| Tae Kwon Do                         | \$ 30.00         |
| Outdoor Ed                          | \$ 30.00         |
| Yearbook                            | \$ 45.00         |
| IB Program Course Fee               | \$ <u>100.00</u> |
| IB Program Exam Fee                 | \$ <u>200.00</u> |
| Robotics                            | \$ <u>310.00</u> |

|                      |           |
|----------------------|-----------|
| Football             | \$ 550.00 |
| Golf                 | \$ 200.00 |
| Cross Country        | \$ 160.00 |
| Volleyball - Grade 9 | \$ 275.00 |
| Volleyball - JV      | \$ 325.00 |
| Volleyball - SV      | \$ 400.00 |
| Basketball - Grade 9 | \$ 275.00 |
| Basketball - JV      | \$ 325.00 |
| Basketball - SV      | \$ 400.00 |
| Badminton            | \$ 160.00 |
| Curling              | \$ 185.00 |
| Rugby - Boys         | \$ 350.00 |
| Rugby - JV Girls     | \$ 300.00 |
| Rugby - SV Girls     | \$ 350.00 |
| Track & Field        | \$ 160.00 |

Grade 9 Course Fees will be added each quarter

(September/November/February/April)

10/20/30 Course Fees will be added each semester (September/February)

GST is charged where applicable

a 2% Division Processing Fee is included in all fees

SCHOOL CASH ONLINE is the preferred method of payment for all school fees

<http://lethbridgeschoolcashonline.com>

### **Deferral or Waiver of School Fees**

The philosophy of both Winston Churchill High School and Lethbridge School Division is that no student be denied essential learning materials because of financial disadvantage. For this reason, parents may apply to pay fees in an installment plan because of economic constraints. In exceptional cases, parents may apply to have school fees waived. In either circumstance, the responsibility lies with the parents to approach the school in situations of financial need.

# Diploma Exam Schedule

## January 2023

Diploma exams **must** be administered in accordance with the scheduled dates and times.

All diploma exams remain SECURED before and during the administration.

All diploma exam except those that are asterisked (\*) remain SECURED after the administration and returned to Alberta Education.

|                       |  |  |
|-----------------------|--|--|
| Thursday, January 12  | 9:00 A.M.–12:00 P.M.                         | English Language Arts 30–1 Part A*<br>English Language Arts 30–2 Part A* |
| Friday, January 13    | 9:00 A.M.–12:00 P.M.<br>9:00 A.M.–11:30 A.M. | Social Studies 30–1 Part(ie) A*<br>Social Studies 30–2 Part(ie) A*       |
| Monday, January 16    | 9:00 A.M.–12:00 P.M.                         | Français 30–1 Partie A<br>French Language Arts 30–1 Partie A*            |
| Wednesday, January 18 | 9:00 A.M.–12:00 P.M.                         | Français 30–1 Partie B<br>French Language Arts 30–1 Part B               |
| Thursday, January 19  | 9:00 A.M.–12:00 P.M.                         | Mathematics 30–1<br>Mathematics 30–2                                     |
| Friday, January 20    | 9:00 A.M.–12:00 P.M.                         | English Language Arts 30–1 Part B<br>English Language Arts 30–2 Part B   |
| Monday, January 23    | 9:00 A.M.–11:30 A.M.                         | Social Studies 30–1 Part(ie) B<br>Social Studies 30–2 Part(ie) B         |
| Tuesday, January 24   | 9:00 A.M.–12:00 P.M.                         | Biology 30   |
| Wednesday, January 25 | 9:00 A.M.–12:00 P.M.                         | Chemistry 30   |
| Thursday, January 26  | 9:00 A.M.–12:00 P.M.                         | Physics 30   |
| Friday, January 27    | 9:00 A.M.–12:00 P.M.                         | Science 30   |

All students are provided with up to double the official time noted above, if they require it.



# Diploma Exam Schedule

## June 2023

Diploma exams **must** be administered in accordance with the scheduled dates and times.

All diploma exams remain SECURED before and during the administration.

All diploma exam except those that are asterisked (\*) remain SECURED after the administration and returned to Alberta Education.

|                    |  |  |
|--------------------|--|--|
| Monday, June 12    | 9:00 A.M.–12:00 P.M.                         | English Language Arts 30–1 Part A*<br>English Language Arts 30–2 Part A* |
| Tuesday, June 13   | 9:00 A.M.–12:00 P.M.<br>9:00 A.M.–11:30 A.M. | Social Studies 30–1 Part(ie) A*<br>Social Studies 30–2 Part(ie) A*       |
| Wednesday, June 14 | 9:00 A.M.–12:00 P.M.                         | Français 30–1 Partie A<br>French Language Arts 30–1 Partie A*            |
| Thursday, June 15  | 9:00 A.M.–12:00 P.M.                         | Français 30–1 Partie B<br>French Language Arts 30–1 Part B               |
| Friday, June 16    | 9:00 A.M.–12:00 P.M.                         | Mathematics 30–1<br>Mathematics 30–2                                     |
| Monday, June 19    | 9:00 A.M.–12:00 P.M.                         | English Language Arts 30–1 Part B<br>English Language Arts 30–2 Part B   |
| Tuesday, June 20   | 9:00 A.M.–11:30 A.M.                         | Social Studies 30–1 Part(ie) B<br>Social Studies 30–2 Part(ie) B         |
| Thursday, June 22  | 9:00 A.M.–12:00 P.M.                         | Biology 30   |
| Friday, June 23    | 9:00 A.M.–12:00 P.M.                         | Chemistry 30   |
| Monday, June 26    | 9:00 A.M.–12:00 P.M.                         | Physics 30   |
| Tuesday, June 27   | 9:00 A.M.–12:00 P.M.                         | Science 30   |

Wednesday, June 21, 2023 is National Indigenous Peoples Day—no diploma exams are scheduled.

All students are provided with up to double the official time noted above, if they require it.





# Parent School Council


WCHS School Council is a partnership of parents, school administration, student representatives and community members who meet seven times per year to share information and discuss topics of interest. The school council is an advisory group and operates under a town hall model whereby all parents or guardians of children attending WCHS are welcome to attend any of the meetings. Our School Council here at WCHS strives to communicate with all the parents of the school and encourages parental attendance whenever possible. Parent School Council meetings take place in the evening on the 3<sup>rd</sup> Wednesday of each month (please see the schedule below) in the office conference room, Learning Commons, or online via TEAMS.

## School Council Meetings – 2022 - 2023

|                               |         |
|-------------------------------|---------|
| Wednesday, September 28, 2022 | 6:30 PM |
| Wednesday, October 26, 2022   | 6:30 PM |
| Wednesday, November 23, 2022  | 6:30 PM |
| Wednesday, January 25, 2023   | 6:30 PM |
| Wednesday, March 22, 2023     | 6:30 PM |
| Wednesday, April 26, 2023     | 6:30 PM |
| Wednesday, May 24, 2023       | 6:30 PM |
| Wednesday, June 21, 2023      | 6:30 PM |



# School Timetable

| Time          | Monday    | Tuesday   | Wednesday | Thursday  | Time   | Friday A  | Friday B  |
|---------------|-----------|-----------|-----------|-----------|--|-----------|-----------|
| 8:00 - 8:30   | <b>12</b> | <b>12</b> | <b>12</b> | <b>12</b> | 8:00 - 8:30  | <b>12</b> | <b>12</b> |
| 8:30 - 9:55   | <b>11</b> | <b>12</b> | <b>11</b> | <b>12</b> | 8:30 - 9:10  | <b>11</b> | <b>12</b> |
| 9:55 - 10:10  | Advisor   | Advisor   | Advisor   | Advisor   | 9:15 - 9:55  | <b>21</b> | <b>22</b> |
| 10:10 - 11:35 | <b>21</b> | <b>22</b> | <b>21</b> | <b>22</b> | 10:00 - 10:40  | <b>31</b> | <b>32</b> |
| 11:35 - 12:10 | Lunch     | Lunch     | Lunch     | Lunch     | 10:45 - 11:25  | <b>41</b> | <b>42</b> |
| 12:10 - 1:35  | <b>31</b> | <b>32</b> | <b>31</b> | <b>32</b> | 11:25 - 12:25  | <b>T2</b> | <b>T2</b> |
| 1:35 - 1:45   | Advisor   | Advisor   | Advisor   | Advisor   |  |           |           |
| 1:45 - 3:10   | <b>41</b> | <b>42</b> | <b>41</b> | <b>42</b> |  |           |           |



# School Year at a Glance – Semester 1

Semester 1

2022-2023

| August 2022  |    |    |    |    |    |    | September 2022   |    |    |    |    |    |    | October 2022  |    |    |    |    |    |    |
|--|----|----|----|----|----|----|--|----|----|----|----|----|----|---|----|----|----|----|----|----|
| S  | M  | T  | W  | T  | F  | S  | S  | M  | T  | W  | T  | F  | S  | S   | M  | T  | W  | T  | F  | S  |
|  | 1  | 2  | 3  | 4  | 5  | 6  |  |    |    |    | 1  | 2  | 3  |   |    |    |    |    |    | 1  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 | 4  | 5  | 6  | 7  | 8  | 9  | 10 | 2   | 3  | 4  | 5  | 6  | 7  | 8  |
| 14   | 15 | 16 | 17 | 18 | 19 | 20 | 11   | 12 | 13 | 14 | 15 | 16 | 17 | 9   | 10 | 11 | 12 | 13 | 14 | 15 |
| 21   | 22 | 23 | 24 | 25 | 26 | 27 | 18   | 19 | 20 | 21 | 22 | 23 | 24 | 16  | 17 | 18 | 19 | 20 | 21 | 22 |
| 28   | 29 | 30 | 31 |    |    |    | 25   | 26 | 27 | 28 | 29 | 30 |    | 23  | 24 | 25 | 26 | 27 | 28 | 29 |
| 1 Civic Provincial Day   |    |    |    |    |    |    | 5 Labour Day<br>7 Classes Begin<br>8-9 Picture Day<br>15 Parent Info Night 6:00pm<br>28 PSC Meeting 7:00 pm<br>26-29 Phone Homes<br>30 National Day for Truth & Reconciliation |    |    |    |    |    |    | 30 31<br><br>7 Staff Meeting<br>3-7 Phone Homes<br>10 Thanksgiving<br>11 Classes in session<br>14 Picture Retakes<br>20 PL AM/PT PM 1:00-7:50<br>21 PT conference<br>26 PSC Meeting 7:00pm          |    |    |    |    |    |    |
| November 2022  |    |    |    |    |    |    | December 2022  |    |    |    |    |    |    | January 2023  |    |    |    |    |    |    |
| S  | M  | T  | W  | T  | F  | S  | S  | M  | T  | W  | T  | F  | S  | S   | M  | T  | W  | T  | F  | S  |
|  |    | 1  | 2  | 3  | 4  | 5  |  |    |    |    | 1  | 2  | 3  | 1   | 2  | 3  | 4  | 5  | 6  | 7  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 | 4  | 5  | 6  | 7  | 8  | 9  | 10 | 8   | 9  | 10 | 11 | 12 | 13 | 14 |
| 13   | 14 | 15 | 16 | 17 | 18 | 19 | 11   | 12 | 13 | 14 | 15 | 16 | 17 | 15  | 16 | 17 | 18 | 19 | 20 | 21 |
| 20   | 21 | 22 | 23 | 24 | 25 | 26 | 18   | 19 | 20 | 21 | 22 | 23 | 24 | 22  | 23 | 24 | 25 | 26 | 27 | 28 |
| 27   | 28 | 29 | 30 |    |    |    | 25   | 26 | 27 | 28 | 29 | 30 | 31 | 29  | 30 | 31 |    |    |    |    |
| 3 Academic Awards<br>4 Staff Meeting<br>4 Flex Day<br>10 Remembrance Assembly<br>11 Remembrance Day<br>14 Report Cards<br>14 PL Day<br>14-25 Grad Photos<br>23 PSC Meeting 7:00 pm |    |    |    |    |    |    | 2 Staff Meeting<br>23 Last Day of classes<br>24-31 Winter Break  |    |    |    |    |    |    | 1-8 <u>Winter Break</u><br>9 Classes resume<br>13 Staff Meeting<br>16-20 Grad Photos<br>18 Last Day of Classes<br>25 PSC Meeting 7:00 pm<br>27 Semester 1 ends<br>27 PL Day<br>30 Semester 2 begins |    |    |    |    |    |    |

Quarter 1 September 7 – November 13/22

Quarter 2 November 14 – January 29/23

# School Year at a Glance – Semester 2

Semester 2

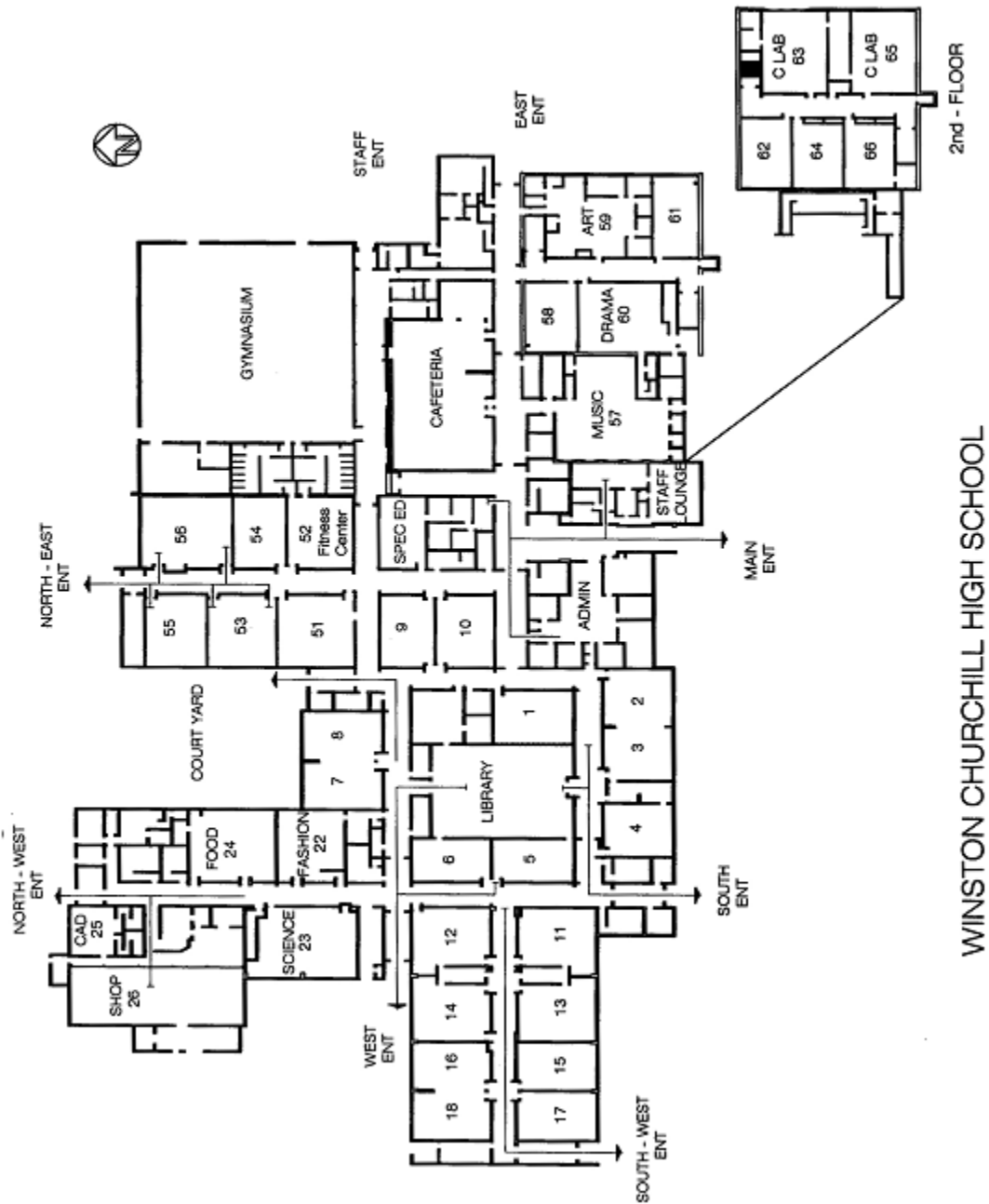
2022-2023

| February 2023   |    |    |    |    |    |    | March 2023   |    |    |    |    |    |    | April 2023  |    |    |    |    |    |    |
|---|----|----|----|----|----|----|--|----|----|----|----|----|----|---|----|----|----|----|----|----|
| S   | M  | T  | W  | T  | F  | S  | S  | M  | T  | W  | T  | F  | S  | S   | M  | T  | W  | T  | F  | S  |
|   |    |    | 1  | 2  | 3  | 4  |  |    |    | 1  | 2  | 3  | 4  |   |    |    |    |    |    | 1  |
| 5   | 6  | 7  | 8  | 9  | 10 | 11 | 5  | 6  | 7  | 8  | 9  | 10 | 11 | 2   | 3  | 4  | 5  | 6  | 7  | 8  |
| 12  | 13 | 14 | 15 | 16 | 17 | 18 | 12   | 13 | 14 | 15 | 16 | 17 | 18 | 9   | 10 | 11 | 12 | 13 | 14 | 15 |
| 19  | 20 | 21 | 22 | 23 | 24 | 25 | 19   | 20 | 21 | 22 | 23 | 24 | 25 | 16  | 17 | 18 | 19 | 20 | 21 | 22 |
| 26  | 27 | 28 |    |    |    |    | 26   | 27 | 28 | 29 | 30 | 31 |    | 23  | 24 | 25 | 26 | 27 | 28 | 29 |
| <b>3 Staff Meeting</b><br><b>20 Family Day</b><br><b>21-22 No School</b><br><b>23-24 Teachers' Convention</b><br><b>27-28 Phone Homes</b> |    |    |    |    |    |    | <b>1-10 Phone Homes</b><br><b>3 Staff Meeting</b><br><b>16 PT conferences 1-8 PM</b><br><b>17 PL Day</b><br><b>22 PSC Meeting 7:00 pm</b><br><b>31 Staff Meeting (April)</b>                           |    |    |    |    |    |    | <b>3 Report Cards</b><br><b>7-16 Spring Break</b><br><b>17 Division PL Day</b><br><b>26 PSC Meeting 7:00 pm</b><br><b>28 Flex Day</b> |    |    |    |    |    |    |
| May 2023  |    |    |    |    |    |    | June 2023  |    |    |    |    |    |    | July 2023   |    |    |    |    |    |    |
| S   | M  | T  | W  | T  | F  | S  | S  | M  | T  | W  | T  | F  | S  | S   | M  | T  | W  | T  | F  | S  |
|   | 1  | 2  | 3  | 4  | 5  | 6  |  |    |    |    | 1  | 2  | 3  |   |    |    |    |    |    | 1  |
| 7   | 8  | 9  | 10 | 11 | 12 | 13 | 4  | 5  | 6  | 7  | 8  | 9  | 10 | 2   | 3  | 4  | 5  | 6  | 7  | 8  |
| 14  | 15 | 16 | 17 | 18 | 19 | 20 | 11   | 12 | 13 | 14 | 15 | 16 | 17 | 9   | 10 | 11 | 12 | 13 | 14 | 15 |
| 21  | 22 | 23 | 24 | 25 | 26 | 27 | 18   | 19 | 20 | 21 | 22 | 23 | 24 | 16  | 17 | 18 | 19 | 20 | 21 | 22 |
| 28  | 29 | 30 | 31 |    |    |    | 25   | 26 | 27 | 28 | 29 | 30 |    | 23  | 24 | 25 | 26 | 27 | 28 | 29 |
| <b>5 Staff Meeting</b><br><b>22 Victoria Day</b><br><b>23 PL Day</b><br><b>24 PSC Meeting 7:00 pm</b>                                     |    |    |    |    |    |    | <b>2 Staff Meeting</b><br><b>15 Last Day of Classes</b><br><b>15 Colour Day</b><br><b>21 PSC Meeting 7:00 pm</b><br><b>28 Students Last Day</b><br><b>28 Graduation</b><br><b>29 Teachers Last Day</b> |    |    |    |    |    |    | <b>1 Canada Day</b>   |    |    |    |    |    |    |

Quarter 3 January 30 – April 16/23

Quarter 4 April 17 – June 28/23

# School Map



WINSTON CHURCHILL HIGH SCHOOL