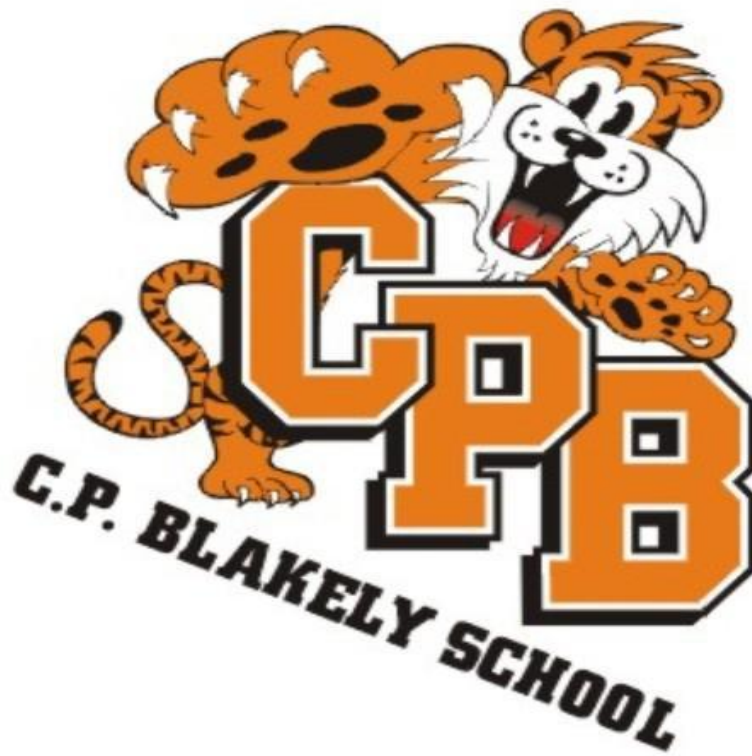


C.P. Blakely School



C.P. Blakely School
4815-43 Street
Sylvan Lake, Alberta T4S 1A3
Phone: 887-3570 Fax: 887-2841
www.cpblakely.ca

School Staff

2023-2024 School Year

Principal	Mrs. Anne Frey
Vice Principal	Mrs. Chandra Clark
Administrative Assistants	Mrs. Jennifer Pohl Mrs. Lise Doupe
Kindergarten	Mrs. Melanie Condratow
Grade 1	Mrs. Breanne Watt Mrs. Teri Rattray
Grade 2	Mrs. Nicole Wasson Mrs. Tara Ireland
Grade 2^{2/3} Combined	Mrs. Sheyenne DeSousa
Grade 3	Mrs. Betty Brassard Mrs. Ana Winther
Grade 4	Mrs. Laura Laderoute Mrs. Cara Penman/Mrs. Chandra Clark
Grade 5	Mr. Regan Lynn Mrs. Jennifer Pfaff
Grade 6	Mrs. Terra Morrell Mrs. Tanya Christians
Educational Assistants	Mrs. Jen Wallace, Mrs. St. Dennis, Mrs. Brenda Soley Mrs. LeeAnn Teulon, Mrs. Vivian McClusky Ms. Dawna Pickering, Mrs. Melanie Pedersen, Mrs. Chrystal Morse, Mrs. Sharon Wells, Ms. Toni Genge, Mrs. Kristy Quayle
Learning Support	Mrs. Chandra Clark/Mrs. Janet Reddekopp
Library Technician	Mrs. Janet Reddekopp
Music	Mrs. Jodi Moulton
Family School Wellness	Lexi Thorvaldson
Custodians	Mr. David Washbrook

Accident or Illness

In the event of an accident or illness at school requiring medical attention, parents or emergency contacts will be notified. It is the parent's responsibility to provide emergency contacts. If a parent cannot be located, a school staff member will take the child to the doctor listed on the registration form or directly to the hospital if necessary.

Attendance Policy

According to the School Act and school policy, students are expected to attend school regularly and punctually. It is the responsibility of the parent to ensure their child follows these policies. Please inform teachers and /or office staff if your child will be away from school. Please ensure your child is on time for school. The bell to enter school rings at 8:35. Classes begin at 8:40.

Bikes, Skateboards and Inline Skates

Students using their bikes, inline skates, scooters or skateboards as transportation to school must obey the rules of the road. Upon arrival at school, the bike must be taken to the bike racks and locked securely. Bikes are NOT to be removed from the bike rack until students leave for home. **Skateboards, scooters and inline skates are not to be used on school grounds and must be carried to the student's class for storage.**

Walking/Riding to School

Since many of our students walk or ride their bikes or scooters to school, we ask parents to go over and practice the following rules with their children:

Walking:

1. Stay on the sidewalks.
2. Cross the street only at crosswalks.
3. Look both ways.
4. Make sure any on-coming cars are stopped before crossing
5. Walk quickly across the street

Riding:

1. Wear a helmet
2. Only one person on a bike. Ride single file.
3. Stop at "STOP" signs. Slow down when turning.
4. Stay on the correct side of the road.

Bus Transportation

Transportation 1-800-561-9229 or (403) 227-7067.

Please notify the bus driver in advance if your child will not be riding the bus home from school. Communication between parent, bus driver and school is very important. Students are required to follow the Chinook's Edge School Division #73 policy on bus conduct, which is available at the office. Students must ride their assigned bus only.

Parents are encouraged to listen to **FM 105.5** or **CKGY 95.5** to hear busing updates on inclement weather days.



Call Safe Program

The office staff calls the home of each unexplained absence each day to ensure the safety of our students. We would greatly appreciate a phone call to the office when your child is absent.

Cell Phones

Cell Phones and electronics may be used before and after school but are to be put away during the school day. If students or parents need to contact each other during the day, this can be done through the school phone at the office.

Courtesy Phone

A courtesy phone is located in the office of the school. Students must have permission from the Administration Office personnel to use this phone during school hours. They are encouraged to make arrangements prior to coming to school for any plans for after school activities. Messages from parents during school hours will be given to the respective student immediately.

Damaged Property

Accidental breakage of property damage should be reported by students or teachers to the office for repairs. Vandalism of school property will be charged to students responsible. Damaged or lost textbooks are the students' responsibility to replace.

Dogs and Other Pets

It is requested that families do not bring their dogs or other pets onto the school grounds. This is due to the fact that animals and students act unpredictably at times with negative results. Animals may come onto the property at the request of classroom teachers as part of a learning experience.

Field Trips

Field trips scheduled throughout the year can be a valuable and enriching educational experience for students. All field trips are pre-approved by the principal. Parents are encouraged to assist in supervision wherever needed as requested by the teacher(s).

Fire Regulations

Fire drill procedures are posted in each classroom and are reviewed with students. Fire drills are held throughout the year to practice these procedures and learn the evacuation routes.

Footwear

Suitable footwear should be worn according to weather conditions. Outdoor footwear should be removed and placed on boot racks in the boot room. Indoor shoes should be worn at all times inside the school building. We request non-marking running shoes for use in the gymnasium and halls.



Hot Lunches

The C.P. Blakely Parent Advisory Council organizes Friday hot lunches which are to be completed at the end of each month for the next month. We place our orders online. Please check our website at www.cpblakely.ca .

Grade 5 students also run a daily canteen.

Inclement Weather:

The following scenarios will help parents decide whether or not they should send their children to school on days with inclement weather. Parents are encouraged on these days to listen to FM 105.5 or CKGY 95.5 to hear bussing updates or check www.chinooksedge.ab.ca and find a link on the main page that will be updated accordingly.

1. **Green Days** - the days when it is clearly safe for everyone to travel. All buses are running and all of our schools are open.
2. **Yellow Days** - the days when buses might not run in some or all areas of the Division but schools remain open. On yellow days, we anticipate that the majority of people will be able to drive to their schools and that learning will proceed as it normally does.
3. **Red Days**- a given school, area or the entire division will be closed when we are faced with a full blown blizzard or when we have a combination of heavy snow, high winds, and very low visibility. On red days, to ensure the safety of our staff and parents, we feel we need to close schools not only for students but also for staff. One staff member will be on site on school closure days to ensure that no students are inadvertently dropped off at the front door of the school.



Learning Support

C.P. Blakely School strives to meet the needs of all students and our Learning Support offers both enrichment and specialized intervention and instruction.

Library Services

The library provides information, entertainment and promotes literacy and life-long learning. Students learn skills that develop their imagination and curiosity. Students also learn how to be responsible citizens in the care of materials borrowed.

Annual Book Fairs and author visits help to make the library a favorite place within the school.

Lockers

Upon registration, each student in Grades K-6 will be assigned a locker by his or her homeroom teacher. It is the students' responsibility to see that his/her locker is kept clean and neat. Locks are optional and are the responsibility of the student. Please use combination locks only.

Lost and Found

Personal items that are lost and found are taken to boxes in the hallways. Students are requested to check these lost and found boxes often.

Newsletters

A school newsletter and calendar of upcoming events will be sent home via email at the beginning of each month. The newsletters help to keep parents informed and enables parents to plan family activities around school events.

Out of Bounds Areas to Students

In order to ensure the safety of all students, going outside the chain link fence or off school property is considered out of bounds. Students, who normally stay for lunch, must have a note from their parents/guardian, if they are going off the premises at lunchtime.

Parent Advisory Council or PAC

We encourage all parents to attend the Parent Advisory Council meetings held the third Thursday of every month at 6:00 p.m.. Many issues are discussed at the School Council meetings and your input into these very important decisions is needed. Budget reports and school plans are presented. Our PAC plans special events for our students and families including the Halloween Dance!

Parent Questions and Concerns

Parents are asked to phone their child's teacher, the vice-principal or the principal any time they may have a question or concern. The school phone number is (403)887-3570.

Parent Volunteers

There are a number of important tasks parents can perform in order to assist the efficient operation of our educational program. If you have time and interest, please call the school at (403) 887-3570.

Professional Development Days/Collaborative Days

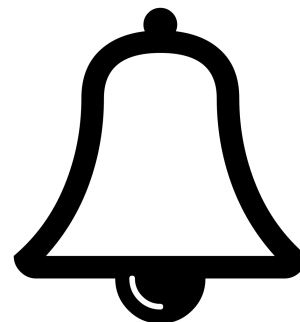
Professional Development days are scheduled throughout the year. Students do not attend school on Professional Development days or Collaborative Days. Please visit our website at www.cpblakely.ca.

Progress Reports/Parent-Teacher Conferences/Student Led Conferences

Progress reports are issued throughout the year. Progress Reports will be issued in January and the last day of school in June. Parent conferences are scheduled in October and March. Parents are encouraged to contact the teachers at any time when concerns arise or progress information is desired.

School Hours

8:30 - Entry Bell
8:35 - School Begins
10:15 - First Recess
12:05 - Lunch
12:20- Lunch Recess
3:05 - Dismissal



Please note:

- Students coming before 8:30 are asked to play outside. Students can wait in the boot room if the weather is inclement.
- Students should not arrive before 8:20 as there isn't any supervision.
- After 8:45, all outside doors with the exception of the main entrance are locked. This is to ensure safety is maximized for our students.
- When coming to the school throughout the day, please enter through the front doors and check in at the office.

School Year Calendar

A school calendar detailing the days of operation, holidays, special days and other important events are on our website at www.cpblakely.ca.

School Up-keep

Students are encouraged to keep the school building and school grounds as clean and neat as possible. Instilling pride in students is one of the school goals and keeping the school neat and clean involves a team effort.

Smoke Free Space

Smoking is not permitted in the building or school grounds. Chinook's Edge School Division #73 policy has designated all school property as non-smoking areas.

Student Discipline

C. P. Blakely School has a thorough discipline policy developed with input from students, staff and parents in conjunction with provincial and school division regulations. In class and out of class behavior is monitored by homeroom teachers and formally communicated to guardians as the need arises.

Student Dress

Dress Code

- Students are required to wear shoes at all times.
- Wear indoor shoes appropriate for physical education classes.
- Clothing should be school appropriate in terms of weather, language written on shirts, etc. and not be revealing in any way.

Student Supervision

Beginning at 8:20 a.m. throughout the school day and other authorized school activities, students are under the supervision of the school staff.

Special Events

We have many special days and events such as Terry Fox Walk, **Orange Shirt Day**, Halloween Dance, Remembrance Day, Inline skating, Pink Shirt Day, and a whole school BBQ!

We also host **honored guests** such as famous authors who visit us to share their culture and passion for writing.

Special Programs

We have many special programs at C.P. Blakely School.

Our Tiger Council promotes **citizenship** within our community.

We promote **athleticism** through extracurricular activities including Running Club, Volleyball, Badminton and Basketball.

We have monthly assemblies to **recognize excellence** in both **academic skills** and **social skills**.

We also have a choir that performs throughout the year.

Each year we bring in an **Artist in Residency** focusing on the arts such as drumming, pottery, watercolors and theater.



Technology

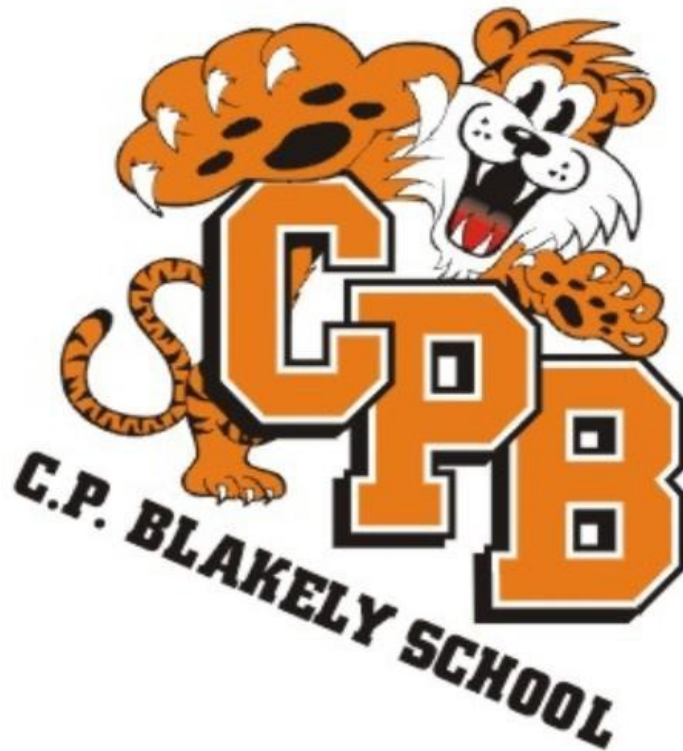
The integration of technology is a major focus for all our students. Besides regularly scheduled computer classes in our mobile chrome book labs, students often access technology in our library/media center and their homerooms.

Track and Field Sports Day

Each June we hold a Track and Field Sports Day for all of our students, which is a mixture of competitive and fun events.

Visitors to the School

Visitors are most welcome to the school, especially when such a visit is associated with the educational well-being of students. For the protection of our students, all visitors are asked to report to the office upon arrival.



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