



## **HOLY CROSS SCHOOL**

### **STUDENT HANDBOOK**

300 Dubuc Street

Winnipeg, MB

R2H 1E4

[www.holycrossschool.mb.ca](http://www.holycrossschool.mb.ca)

Telephone: (204) 237-4936

Fax: (204) 237-7433

## PRINCIPAL'S MESSAGE

Welcome to Holy Cross School. I pray that you will accomplish all your goals and that you will have an excellent experience at Holy Cross. Use your agenda daily to record the due dates of your assignments and your accomplishments. Share your agenda with your parents daily. Make it a communication vehicle between your parents and your teachers.

### MISSION STATEMENT

*"I came that they may have life, and have it abundantly." - John 10:10*

Catholic education is an extension of the educational mission of the Catholic Church which is:

- to proclaim the message of faith
- to foster and build community, and
- to motivate service to the Christian and the entire human community.

We believe

that the purpose of education is to enable the ongoing development of the whole person to his/her fullest spiritual, intellectual, emotional, physical, and social potential.

We support

the parents/caregivers as the primary educators of their children. The school complements the efforts of each family.

We enable

the development of skills, knowledge, and moral and social principles which empower students to become responsible, community-minded individuals, faithful to the teachings of the Catholic Church, while living in an ever-changing global community.

We celebrate

each person as a unique and valued gift from God endowed with inherent dignity and worthy of infinite respect.

### GENERAL SCHOOL INFORMATION

#### Bell Schedule

8:20	Morning Supervision Begins
8:30	Homeroom – Attendance
8:30 – 8:40	O Canada, Prayer, & Announcements
8:40 – 10:00	Instructional Time
10:00 – 10:15	Morning Recess (K-8)
10:15 – 11:35	Instructional Time
11:35 – 11:55	Lunch (Cafeteria)
11:55 – 12:15	2 <sup>nd</sup> . Recess (K-8)
12:15 – 12:20	Homeroom – Attendance
12:20 – 1:40	Instructional Time
1:40 – 1:55	Recess (K-5)
1:55 – 3:00	Instructional Time

## CODE OF CONDUCT

We at Holy Cross School, as a Catholic community, believe in a safe, positive and respectful learning environment where academic excellence is promoted. All students, parents and school staff are to be treated with respect and dignity. Effective discipline depends on cooperation between the school and parents/guardians.

### School Responsibilities

Holy Cross School staff members strive to develop, and to support a positive school environment. We expect and display the highest standard of respectful and responsible behaviour. Standards are upheld when school staff:

- ❖ Demonstrate honesty, integrity and respect toward all students and parents/guardians.
- ❖ Promote the Catholic faith and live the school's mission statement.
- ❖ Maintain fair and consistent standards of behaviour for all students.
- ❖ Ensure a safe and orderly learning environment.
- ❖ Communicate regularly with parents/guardians to keep them informed of student's behaviour, attendance and progress.
- ❖ Provide quality programs in accordance with Manitoba Department of Education, Citizenship and Youth guidelines.
- ❖ Respect confidential information about students, families and staff.
- ❖ Assist students in resolving conflicts peacefully.
- ❖ Dress appropriately for the working environment.
- ❖ Maintain a clean environment for students.

### Parent/Caregiver Responsibilities

Parent/guardians play an important role in their children's education. Students benefit from parents/guardians' active participation in their education. Parents have a responsibility to support the efforts of the school in maintaining a safe and respectful learning environment. Parents/guardians may fulfill this responsibility when they:

- ❖ Ensure regular and punctual attendance.
- ❖ Assist their children in being prepared for school (i.e. Supplies, uniforms, gym clothes, signed forms returned to school promptly, daily review of student agenda).
- ❖ Review this code of conduct with child and encourage responsible citizenship by following school rules. Assist their child(ren) to establish positive attitudes towards achievement as well as respect for peers, school personnel and property.
- ❖ Communicate regularly with teachers. Inform the school of problem areas of behavioural concerns.
- ❖ Ensure concerns are addressed in a respectful manner with the child's teacher. If unresolved, contact the principal. If the problem remains, then contact the Holy Cross School Board.
- ❖ Attend school meetings and events, and support the school.

### Expectations of students—School Rules

At Holy Cross School we believe it is important that students follow the established rules and take responsibility for their own actions. Students will:

- ❖ Respect the ideas, opinions and rights of others. Respect and demonstrate consideration for other cultures.
- ❖ Behave respectfully to everyone. Bullying or intimidating behaviour will not be tolerated.
- ❖ Show common courtesy and respect to all: defiance of authority and abusive language and aggressive behaviour is unacceptable.
- ❖ Be honest in their daily lives: lying, cheating and stealing are unacceptable.
- ❖ Respect school property and the property of others.
- ❖ Respect the need of others to work in an environment of learning and teaching.
- ❖ Come to school prepared to learn and complete assignments on time and to the best of their ability.
- ❖ Be punctual and attend school regularly.

- ❖ Comply with the school's uniform policy.
- ❖ Be respectful when attending off-school facilities.
- ❖ Refrain from bringing anything to school that might compromise the health and safety of others.
- ❖ Comply with all federal, provincial and municipal laws.
- ❖ Maintain a clean environment for themselves and for others.
- ❖ Solve conflicts peacefully through discussion or by seeking help.
- ❖ Walk quietly in the school
- ❖ Enter/depart the school in an orderly manner.
- ❖ Refrain from verbally or physically fighting.
- ❖ Use school equipment appropriately.
- ❖ Refrain from throwing any objects, including snowballs.
- ❖ Show proper manners when eating in the lunchroom and remain seated until dismissed for recess.
- ❖ Refrain from using foul or offensive language.
- ❖ Refrain from littering in and around school property.
- ❖ Follow any guidelines communicated through daily morning announcements.

### **Weapons**

Students will:

- Not be in possession of any form of weapons.
- Not threaten to use a weapon.
- Not cause injury to any person with a weapon or object.
- 

### **Bullying:**

Bullying or abusing physically, sexually, or psychologically – orally, in writing or otherwise – any person is unacceptable.

Bullying is harmful and hurtful. Staff and students have the right to come to school and to be safe. Bullying is any physical act, verbal comment, gesture, facial expression or action that would intentionally hurt someone on the inside or outside. It also means leaving people out. Bullying is a deliberate and typically repeated attempt to hurt either physically or emotionally from which the aggressor derives gratification.

Types of Bullying may include but, are not limited to:

Physical – such as gestures, slapping, hitting, choking, poking, punching, pinching, kicking, scratching, spitting, defacing property, physical acts that are embarrassing, locking in and out of space, physical violence against family or friends, threatening with a weapon, or inflicting bodily harm.

Verbal – such as name calling, gossiping or embarrassing another, spreading rumors, ethnic slurs, setting up to take blame, taunting, teasing, threatening, phone calls, text messaging, threats of violence against family or friends.

Social/Relational - such as rejection, exclusion, manipulating, social order, setting up to humiliate in person or through the use of technology.

Cyber-bullying – such as the use of information and communication technologies such as e-mail, cell phone and pager text messages, instant messaging (IM), defamatory personal web sites, and defamatory online personal polling Web sites, to support deliberate, repeated, and hostile behaviour by an individual or group, that is intended to harm others.

Discriminating unreasonably on the basis of any characteristic set out in subsection 9(2) of the *Human Rights Code* is unacceptable.

Using, possessing or being under the influence of alcohol or illicit drugs at school or, on school related activities – inside or outside the school – is unacceptable.

Gang involvement will not be tolerated inside or outside the school.

Computer, internet and e-mail use is a privilege that engenders certain responsibilities. Inappropriate use by any student or staff member which includes, but is not limited to vandalizing, prohibited accessing, uploading, downloading, creating and transmitting viruses or distribution of material that the school has determined to be objectionable, will not be tolerated  
Access is a privilege and not a right.

To gain access all students must obtain parental permission and must have their parent/guardian sign and return the school's Acceptable Use Policy (AUP) to the school.

### **Consequences**

The severity of the infraction to school rules will direct the type of consequence a student will receive. Consequences listed below will not necessarily be applied in the order shown. Disciplinary decisions can be appealed in a respectful manner with the child's teacher. If unresolved, then contact the principal. If the problem remains, a written communication must be sent to the Holy Cross School Board. All decisions will be guided by the Manitoba Education Administration Act.

Disciplinary consequences for violating the school's *Code of Conduct* include, but are not limited to:

- ❖ Warnings
- ❖ Time outs/cooling off periods
- ❖ Apologies
- ❖ Conferences
- ❖ Phone call to parent/guardian
- ❖ Removal of privileges
- ❖ Not permitted to participate in special activities
- ❖ Special assignment
- ❖ Individual student behaviour plan to be initiated by the teacher for students who have on-going difficulty
- ❖ Restitution of deliberate damage to property (i.e. Financial or community service)
- ❖ Detention at recess, noon hour or after school (24 hour notice to be given for after school detentions.)
- ❖ Out of school suspension for repeated non compliance of school rules or serious offenses
- ❖ Expulsion (in accordance with Holy Cross School Board policy)
- ❖ Police involvement for major infractions

*"I came that they may have life, and have it to the fullest." John 10:10*

### **Contacting the School:**

The school's office is open from 8:00 a.m. – 4:00 p.m. Monday – Friday during the school year. You can reach the school secretary at **237-4936**. If for some reason the secretary is unable to take your call, please leave a message. The school's message manager is checked on a regular basis.

### **Morning Drop-off**

Students, who arrive at school before the 8:20 a.m. supervision time, must wait outside the school. Students line up at a designated place in the parking lot. At the sound of the bell, the supervisors will direct the students into the building. Parents: please **do not drop off students in the back lane**. Use the school's parking lot or Braemar Avenue.

### **Recess**

All Kindergarten to Grade 5 students will have recess three times each day – morning, lunch, and afternoon. Grade six, seven, and eight students will have a fifteen minute recess in the morning and a twenty minute recess at lunch. Students will go outside for recess each day unless the weather is inclement. Play areas are organized in the field and play structure area of the Champlain Community Centre. Supervisors will monitor students during each recess break.

### **Cafeteria Routine**

Holy Cross School is proud to provide all students with a large cafeteria for eating lunch. **Crunchtime** personnel provide hot meals. A monthly menu is distributed for families. Alternating Thursdays, volunteers of the Parents Guild sell slices of pizza and milk or juice.

All students are expected to eat lunch in the cafeteria unless families have given written notification that their son/daughter is permitted to leave the school premises.

If at any time a cafeteria supervisor considers that students are behaving in an unacceptable or unsafe manner, the supervisor may assign consequences as outlined in the school's Code of Conduct.

#### **After School Dismissal**

Holy Cross School does not provide supervision for students outside the school building after school. Thus all students with the exception of those enrolled in the Before & After School Program or in a school sponsored extra-curricular activity must leave school property. It is the responsibility of families to make suitable arrangements for student pick up after school ends each day. Any student on school property at 3:15 p.m. will be sent to the After School Program and families will be required to pay the \$5.00 fee. Some other arrangements may be made with Mr. Talaga if a student has a sibling at St. Boniface Diocesan High School.

#### **Daily Attendance**

Student attendance is an important requirement for academic success and thus attendance is recorded on a daily basis.

#### **Full Day(s) Absence from School**

When sickness or serious obligations of the family necessitate one or more days of absence from school **families must call the school office before 9:00 a.m. stating the reason for the absence. (Student phone calls are not acceptable.)**

When a student is absent and a phone call has not been received to explain the absence, the school office personnel will contact the parent(s)/caregiver(s) to determine the reason for the student's absence.

#### **Absence for a Portion of the School Day**

Written communication is required from a parent/caregiver for a student to be excused from class for a particular reason; for example, a dental or doctor appointment. **When a student comes to school with a note asking that he/she be excused from class for a particular reason, the student must be picked up at the school office and he/she must sign out in the school attendance log at the general office. If the student returns to school in the same school day, he/she must sign the attendance log in the office.**

#### **Extended Absences from School**

There are times when families cannot arrange family vacations during the summer or during breaks in the school year. On such occasions families are expected to provide the school with written notice of the length of the vacation or absence from school. Arrangements must be made for homework to be assigned during the absence.

#### **Student Tardiness**

Students who arrive after the Homeroom Session (8:40 & 12:20) are considered late and will be expected to report immediately to the office for sign in. Chronic tardiness will be communicated to the parent(s)/caregiver(s).

#### **Illness during the School Day**

Any illness or injury occurring during school hours will be reported to the office. Parent(s)/caregiver(s) will be called and may be requested to pick up the student. Students must sign out in the

attendance log book. Students in grade seven and eight must inform the staff member who has the daily class attendance book. Older students who live only a short distance from school may walk home after the parent/caregiver and teacher are informed. No student will be sent home without parent(s)/caregiver(s) first being contacted. If emergency treatment is required, school personnel will follow emergency medical protocol in sending the student to the hospital. An accident report will be completed and kept in a school file.

#### **School Closure** (Emergency, water main break or inclement weather)

In the event of school closure, announcements will be made on radio stations CJOB or Q94. As a rule, Holy Cross School will be closed if the Winnipeg School Division closes its schools due to dangerous weather conditions. Track Meet cancellations will be communicated to families through the above-mentioned stations.

#### **Change of Address and/or Telephone Number**

Parent(s)/caregiver(s) must notify the office of any change of address or telephone number. Information is to be provided immediately for purposes of routine communication and for use in the event of an emergency.

#### **Telephone Usage**

The school's telephones are for school business and thus students are called to the phone only in emergency. Messages should be given to the secretary to convey to the student.

Students who wish to use the telephone must have a permission slip issued by a teacher. Upon entering the office, this slip will be submitted to the secretary before the student uses the telephone. Telephone messages to teachers will be delivered at appropriate breaks in the school day so as not to disrupt a class.

Cell phones are not to be used in classes. Any visible cell phone will be taken by the teacher or educational assistant and turned in at the office. Cell phones with a mosquito ring tone will not be returned to the student without parental involvement. Cameras and camera cell phones are not allowed in the school or on the playground.

#### **School Uniform**

Holy Cross School Board revised the School Uniform Policy on May 8, 2008. This policy states the required uniform for September to June 30<sup>th</sup>. All students are expected to abide by the regulations throughout the school year. Please label, with ink, all your child's articles of clothing.

#### **Detailed Listing of School Uniform Clothing:**

All uniform items listed below must be purchased through TOP MARKS (pants included).

#### **Required Uniform Clothing (Boys):**

- White Golf Shirt crested with the Holy Cross School logo OR
- White Long Sleeve Oxford Shirt crested with the Holy Cross School logo
- Navy Twill Pants ( purchased from Top Marks)

### **Required Uniform Clothing (Girls)**

- White Golf Shirt crested with the Holy Cross School logo  
OR
- White long sleeve Oxford Shirt crested with the Holy Cross School logo
- Navy Twill Bottoms (pants, skirt, skort or kilt) OR
- Navy V-Front Jumper crested with the Holy Cross School logo

### **Optional Uniform Clothing (Boys & Girls)**

- Navy Topper (micro polar fleece jacket, vest or ¼ zip sweatshirt) crested with the Holy Cross School logo
- Tartan Kilt (Gr. 6,7&8 girls only)
- Gr.6,7&8 only, have the option of a navy hooded sweatshirt crested with the Holy Cross School logo
- Navy Twill Bermuda Walking Shorts or Navy Twill Cargo Shorts
- Plain Navy Blue tie

### **Physical Education (Gr. 3—Gr.8)**

- Grey or Navy Gym T-shirt crested with the Holy Cross School Logo
- Navy Gym Shorts with HCS lettering  
Or Navy Gym Jogging Pants

**Physical Education** Students in Grade 3 to Grade 8 must wear the navy/grey gym T-shirt bearing the school crest and navy gym crested shorts or crested sweat pants to all gym classes and to all athletic activities in which they represent the school.

### **Lockers & Locks**

Lockers, desks and other storage spaces are school property and the school reserves the right to search them at any time. Any possessions forbidden by the school may be seized in order to maintain a safe, orderly and healthy environment. Senior students are assigned a locker and lock on the first day of school. A five dollar caution fee will be assigned from the classroom fees for the lock.

### **Textbooks**

Holy Cross School provides textbooks to all students. The student is responsible for the care of the books used. Loss or destruction of these books will result in payment to the school.

### **Acceptable and Unacceptable Winter Activities**

#### **Ice Skating**

During the winter months students may utilize the ice rinks provided by the Champlain Community Centre. The requirement is that students must be wearing an appropriately fitted helmet and ice skates. Parent(s) caregiver(s) are asked to note that supervisors do not take responsibility for putting skates on students.

#### **Snowball Throwing and Sliding on the Snow Hills**

During the winter months students will continue to go outside for physical activity during the assigned recesses. Activity during these months is not permitted to include snowball throwing or sliding down the mounds of snow that develop in the field area. Student safety in all school related activities is of paramount importance at Holy Cross School. Involvement in these two activities can easily result in serious injury to others or to self.

Consequences for students who choose to participate in these activities are stated in the school's Code of Conduct.

### **Lost & Found**

Throughout the school year a large number of items gather in the lost and found box. We encourage families to check this box (located by the grade five room) on a regular basis to find items that students may have misplaced. Please write your child's name in all articles that she/he may bring to school.

### **Monthly Newsletters/News Bulletins**

Each month the school will issue a newsletter to all families. The newsletter will contain valuable information about the academic programs at each grade level, administrative information, news from the School Board and the Parents Guild. We ask all families to take time to read the newsletter and highlight items that are of importance. Included with the monthly newsletter will be a monthly calendar of events. We ask that families post the calendar in a prominent place for easy referral. The **Crunchtime** personnel will also provide a monthly menu. Throughout the month, the school will need to communicate with families about additions or deletions to the regular newsletter.. At such times a News Bulletin will be sent. Again we ask that families read the information provided.

### **Yearly Calendar of Events**

This calendar of events is listed at the end of the agenda. We ask families to note that this is **a general guide** of dates to remember. There will be times when adjustments will need to be made for varying reasons. Such changes to the calendar will be communicated through the Newsletters and News Bulletins.

### **Parent Concerns**

At Holy Cross School we encourage parent(s)/caregivers to have open communication with classroom teachers and the school administration. If for any reason, you wish to contact school personnel, please telephone the school office. A message will be left for the teacher to call back to discuss the issue over the telephone or make arrangements for a meeting.

If parent(s)/caregiver(s) wish to speak to the school's administration please contact the school office. The secretary will either put you through immediately or leave a message for the administration to return your call. All calls from parents and caregivers are returned promptly.

## **ACADEMIC INFORMATION**

### **Curriculum**

Holy Cross School offers the prescribed academic program as outlined by Manitoba Education, Citizenship and Youth. The subject time allotments meet government requirements. In addition, Holy Cross School offers a Religious Education program to students at all grade levels. The curriculum areas are as follows:

- English Language Arts
- Mathematics
- Science
- Social Studies
- French
- Physical Education/Health
- Fine Arts (Music & Art)
- Religious Education

Students in Grade 7 & Grade 8 participate in an Industrial Arts program at Nelson McIntyre Collegiate. Students do courses in woodworking, electronics, foods and sewing throughout the school year. Grade 5 – Grade 8 students participate in a Fine Arts program. This involves two 40-minute sessions each cycle. Extra curricular

activities are offered in music (piano, guitar, voice and rock band), and art.

### **Homework**

Homework is assigned to reinforce basic skills, pursue individual talents and interests, supplement classroom experiences, and to develop independence and responsibility. Class work is assigned during the day, and if not completed during the school hours, that work constitutes homework. The amount of time spent doing homework will vary according to grade level and capabilities of the student. Homework helps parent(s)/caregiver(s) keep abreast of the school's program and their child's progress. Students should spend time reviewing the days work, recopying assignments, adding/enriching answers, researching topics of interest, and doing recreational reading.

It is important that parents monitor homework as it is expected that homework be completed each day. One consequence for incomplete homework will be that the student will be sent home to complete the work and may be assigned a detention until he/she learns to complete the assigned homework without the principal's supervision.

If a student is absent from school for any reason, it is the student(s)/family's responsibility to make arrangements to collect homework materials and textbooks. If homework materials are to be picked up, it is important that teachers are informed early in the school day so that required information is placed in the office by the end of the school day.

### **Pupil Evaluation**

Assessing student progress in achieving the learning outcomes in each subject is a continuous process. Assessment information includes pencil and paper tasks, journal writing, individual and group projects, oral presentations, quizzes, tests, and portfolios. This information is used to make evaluative decisions throughout the school year.

### **Reporting Process**

Formal report cards will be prepared and distributed throughout each school year for all students. Generally the reporting periods are as follows:

- First Term Reports – Late November  
Conferences in December—for all students
- Second Term Reports – Mid-March Gr. 5 – Gr. 8  
Conferences in March—for all students
- Third Term Reports – Late June

### **Parent-Student-Teacher Conferences**

Parent-Student-Teacher Conferences are held for all students at the end of the first and second term. During the conference, the student will present a portfolio of work samples and the student will identify an area for personal growth. In some classes teachers may send the portfolio home for the parents to have a more detailed look at the child's work. The focus for the parent(s) and the teacher is to offer ideas that will support the student in achieving the identified goal.

## **CURRICULAR SUPPORTS**

### **Computer Lab**

Holy Cross School is proud of its equipped computer lab with 28-networked computers. This lab is used by all students with the support of teachers at each grade level. In addition, each classroom is connected to the lab via one or two computers.

### **Library**

Students of Holy Cross School enjoy the wide variety of books---fiction and non-fiction that are available in the school's library. One English Language Arts period per 6-day cycle is allocated to library.

### **Recognition for Academic Excellence**

Each school year concludes with a special ceremony to celebrate the academic and physical education accomplishments of our Grade 7 & Grade 8 students. This ceremony usually takes place on the evening of the second last day of school for students. Some of the special awards that students work for throughout the school year are as follows:

**MONIQUE BRISEBOIS MEMORIAL AWARD** - Presented to a Grade 7 student who demonstrates outstanding leadership, participation and academic achievement.

**SR. THÉRÈSE JOSEPHINE AWARD** - Presented by the Holy Cross School Board to a Grade 8 student who demonstrates outstanding leadership, participation and academic achievement .

**MONSIGNOR CHARLES EMPSON APOSTOLIC AWARD** - Presented to students in Grade 7 and 8 who demonstrates through their actions an understanding of Christian values and principles.

**SR. THÉRÈSE BRODEUR AWARD** - Presented to students in Grade 7 and 8 who demonstrate considerable improvement in participation and/or academic achievement.

**THE NOËL FIFI SHIELD** - Presented to the junior high student who has been of great service to the student community.

**ST. BONIFACE Diocesan HIGH SCHOOL SCHOLARSHIP** – Presented to a Grade 8 student registered at St. Boniface Diocesan High School for the following school year.

**ATHLETIC AWARDS** – Junior Male & Female Athlete and Senior Male & Female Athlete.

**ACADEMIC PROFICIENCY** - Presented to students for academic achievement.

### **Honour Roll**

Grade 7 and Grade 8 students who attained an overall average of 80% will receive Honour Roll certificates at the awards ceremony.

## **CO-CURRICULAR ACTIVITIES**

### **Public Speaking**

This activity is in place to support the achievement of learning outcomes in English Language Arts related to listening and speaking. Since these skills are so critical to children, youth and adults, the program involves students at all grade levels.

Students in Kindergarten to Grade 4 choose a poem that they learn and recite to an audience of family and friends in the spring semester.

The Grade 7 & 8 students participate in public speaking competitions. The competitions are organized as follows:

- Grade 7 & Grade 8 students prepare a 4-5 minute speech on a selected topic. Three students at each grade level are selected by a panel of judges/teachers.

### **School Advent Concert**

Each December, the Kindergarten to grade six classes of Holy Cross School perform a special Christmas concert for parents and friends. This concert highlights the musical and acting talents of our students. The theme usually revolves around the Birth of Jesus.

### **Annual Read-a-thon**

Each year during the month of February, Holy Cross students participate in a school wide Read-a-thon. Students are encouraged

## FAITH FORMATION

to collect sponsors and spend one month reading all kinds of children's literature. The school sets aside DEAR (Drop Everything And Read) time each day. Such a focus on reading improves student's reading levels and provides funds for specific projects.

### Science Expo & Science Fair

In the second semester, students at all grade levels prepare Science related work for public presentation.

The Kindergarten to Grade 3 students participate in a Science Expo. In a one half-day session they inform their families and friends of valuable information they collected on a specific topic.

Students in Grade 4 to Grade 8 participate in the school's Science Fair. Each student is expected to prepare a science experiment in accordance with stated expectations. These projects are judged by an outside panel of judges in the annual Science Fair scheduled in late February. Winners are registered in the Provincial Science Symposium at the University of Winnipeg.

## EXTRA-CURRICULAR ACTIVITIES

### STUDENT COUNCIL

Holy Cross School organizes student council for students in Grade 6 – Grade 8 to support the development of strong leadership skills. A teacher coordinator supports the council through meetings and decisions related to the organization of special activities for all students. Special events include the Catholic Schools Week activities.

### Holy Cross School House System

- a plan to group students and teachers into distinct "houses" and implement the Virtues Project.

K-8 students and teachers will be divided into six houses with everyone mixed together (not grouped by grade).

Houses will be named after saints.

The last Friday of the month (am not pm to avoid IA conflict) there will be a House Day Assembly.

House Day Assemblies are celebrations, competitions or other activities where houses work together to achieve a common goal and recognize successes planned by the Gr. 7&8 students of a house.

Each house plans one or two months with each month themed according to the virtues project.

### Varsity Sports Program

The senior students are encouraged to tryout for the various varsity teams throughout the school year. The teams are for boys and girls. The focus is on volleyball in the fall, basketball in the winter, badminton and track and field in the spring. School teams compete in the Manitoba Catholic Schools Athletic Association program. Developmental teams may be formed if there are enough students willing to participate.

### School Patrol

As part of the School Safety Patrol Program conducted by the Winnipeg Police Department, students in Grades 5 and 6 have an opportunity to serve their school community by acting as crossing guards at intersections near the school from 8:15 a.m. to 8:25 a.m. and 3:00 p.m. to 3:15 p.m. daily. Students wishing to be patrols must first fill out an application form (parent signature required). The staff member in charge of patrols will then take responsibility for their training and supervision. All students are expected to obey the directions of the crossing guards.

As an independent Catholic school, Holy Cross School has a strong tradition of supporting all members of the school community.

Students strengthen their commitment to their Catholic faith through a variety of faith filled experiences.

### School Liturgies

Each school year begins with the school community gathering at Holy Cross Parish Church to celebrate the Feast of the Holy Cross. Throughout the year we gather to celebrate Thanksgiving, Remembrance Day, the Season of Advent, the Season of Christmas, Ash Wednesday, Good Friday and the end of the school year. These celebrations vary from a Eucharistic Liturgy to a Liturgy of the Word.

### Reconciliation Services

Students in Grade 3–Grade 8 are involved in Reconciliation services at least twice in the school year. Usually these services are organized during the seasons of Advent and Lent. The K-grade 2 students participate in a celebration of their own based on the religious event of the season.

### Catholic School Week

This is a special week highlighting the importance of Catholic education. The school organizes special activities focusing on community building and faith formation.

### Collections for the Poor

Holy Cross School has a special program titled Harvest Days. One day a month everyone in the school community is asked to bring a specific item for the poor. The food items are collected and distributed through Winnipeg Harvest or through the Holy Cross Parish Food Bank.

### Food Bank Volunteer Program

Grade 7 and 8 students volunteer at the Holy Cross Parish Food Bank. Each Wednesday a group of three or four students participate in the program from 8:30 to 11:00.

### Tags for Wheelchairs

As part of Holy Cross School's outreach program, the school coordinates a plan to have a large number of organizations throughout Manitoba collect pop can tabs. These tabs are recycled to provide funds for a wheelchair for a handicapped student in Manitoba.

## SCHOOL COMMUNITY INVOLVEMENT

Parent(s)/caregiver(s), teachers and students are members of the Holy Cross School community. As parent(s)/caregiver(s) of children enrolled at Holy Cross School, you are considered members of the Holy Cross Parents' Guild. With the help of parent volunteers and parent participation in school functions, all members of this community will benefit.

Each year the school will distribute a listing of the types of volunteer supports needed and all families are expected to offer their support to at least one area.

Some possible supports are listed below:

- Executive member of Parents Guild
- Executive member of School Board
- Member of School Board Committee(s)
- Joint co-ordinator of Fundraising Projects
- Classroom Volunteer
- Library Volunteer

- Serving Pizza Lunches
- Co coordinating special activities organized by the Parents' Guild
- Coaching a varsity team
- Volunteering at Casino Bingos
- Co-ordinating lunch Chess Club
- Co-ordinating the Junior High School Leaving Celebration