



# QUEEN ELIZABETH SCHOOL



2023-2024

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## **MISSION**

**An inclusive learning community  
fostering skills for the future**

## **VISION**

**“Preparing students today for the world  
tomorrow.”**

## **PHILOSOPHY**

**Queen Elizabeth School provides quality  
educational opportunities that promote  
growth for all.**

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## **CONTACT INFORMATION**

Queen Elizabeth School

4720 - 51 Street

Wetaskiwin AB T9A 0K3

780.352.2281

[www.queene.ca](http://www.queene.ca)

## **SCHOOL ADMINISTRATION**

Principal: Mr. Chris Kirwan

[chris.kirwan@wrps11.ca](mailto:chris.kirwan@wrps11.ca)

Vice-Principal: Mrs. Cassandra Jager

[cassandra.jager@wrps11.ca](mailto:cassandra.jager@wrps11.ca)

# GENERAL INFORMATION

## School General Office

The school office is open from 8:00 AM to 4:00 PM. Parents/Guardians are welcome to contact the office at 780.352.2281 with any questions, or to relay a message.

## Program of Studies (Curriculum)

Beginning in August, 2023, all elementary students will be learning new curriculum outcomes in the areas of:

- English Language Arts and Literature
- Mathematics
- Physical Education and Wellness
- Science

Programs of studies in elementary Social Studies, and all grade 7-8 core courses will remain unchanged for the 23-24 school year.

## Student Support

Queen Elizabeth School operates a Student Support Team made up of:

- Principal
- Vice-Principal
- Family School Liaison Worker (Early Education)
- Family School Liaison Worker (K-8)
- Inclusion Coach
- Indigenous Support Worker

Any student or parent/guardian in any grade may reach out to any member of the team for support at any time.

### Principal

The Principal's role is to take leadership in ensuring the best possible education for each student. The ultimate purpose is to help each student realize their full potential and develop in them a desire for life-long learning.

### Vice-Principal

The Vice-Principal's role is to assist the Principal by supporting and strengthening the total program of the school in order to facilitate and foster teaching and learning at the classroom level.

### Family School Liaison Workers

The FSLW role is to focus on supporting students in grades 4-8 through: building relationships, advocating for students and families, crisis response, solution-focused counseling support; and navigating, connecting and referring to community based services to support student and family needs.

### Inclusion Coach

The Inclusion Coach facilitates teacher collaboration and sharing of evidence-based practices, and supports teachers in providing universal support for all students. The Inclusion Coach supports teachers in the development of Individual Program Plans, and Behaviour Support Plans.



## Student Assessment and Reporting Student Achievement

WRPS recognizes the importance of reporting student progress in a clear concise manner to all stakeholders. Schools will report student progress to families four times per year (Quarter System).

Parents will have access to the online Teacher Gradebook throughout the school year and be able to monitor their student's learning and progress reporting in real-time.

In addition to the online Teacher Gradebook through PowerSchool, schools will provide formal progress reports/reporting as outlined below:

- For Families of Kindergarten - Grade 6 Students:
  - Formal Progress Reports will be accessible in January and June.
  - Families will be notified via email that Progress Reports are available in PowerSchool that can be printed.
  - In November and April, There will be a 'window of time' in which schools will plan to invite parents to come to the school for:
    - "Celebrations of Learning"
    - "Student-Led Conferences" or
    - Parent/Teacher Conferences.
  
- For Families of students in Grades 7-12:
  - Quarterly Progress Reports will be available with comments in PowerSchool.
  - Families will have access to progress reports in all Quarters ( November, January, April and June).
  - Schools will invite parents to come to the school for "Celebrations of Learning" "Student-Led Conferences" or Parent/Teacher Conferences throughout the year as a part of the reporting progress.

Please note teachers will communicate student learning in each subject area in each reporting term.

### Reporting Dates

2023 - 2024 School Year (Y1)			
Quarter 1 August 30- November 3	Quarter 2 November 13 - January 30	Quarter 3 January 31 - April 17	Quarter 4 April 18 - June 26

## PowerSchool

Wetaskiwin Regional Public Schools utilizes PowerSchool to gather and report student attendance and achievement. Each Parent/guardian is able to, and encouraged to, sign up for an account. Please contact the office if you need assistance.

Parents/Guardians and Students can log in through the school's website ([www.queene.ca](http://www.queene.ca)) or directly by accessing this link: <https://wrps11.powerschool.com/public/home.html>

## WRPS Achievement Indicators

### ECS - Grade 2 are scored in all subjects using the letter grade scale

		The student...	Number Attached
ACH	Achieving	<ul style="list-style-type: none"><li>• demonstrates consistent understanding of the outcome</li><li>• needs minimal support</li><li>• makes connections to prior learning</li><li>• applies learning to new situations</li></ul>	90
APP	Approaching	<ul style="list-style-type: none"><li>• is developing a consistent understanding of the outcome</li><li>• may need additional support with learning</li><li>• is progressing toward making connections to previous learning</li><li>• applies learning to familiar situations</li></ul>	72
BEG	Beginning	<ul style="list-style-type: none"><li>• demonstrates an incomplete understanding of the outcome</li><li>• will need additional instruction and/or opportunities for learning</li></ul>	57
NYA	Not Yet Apparent	<ul style="list-style-type: none"><li>• has not yet demonstrated any understanding of the outcome</li><li>• will need additional instruction and/or opportunities for learning</li></ul>	24.5
-		No score indicates an outcome that has not been covered yet	

Grades 3-9 are scored using a combination of actual numeric grades (core subjects) and only letter grades (non-core subjects).

		The student...	Number Attached
EXC	Exceeding	<ul style="list-style-type: none"> <li>• always demonstrates understanding of the outcome</li> <li>• shows a deeper understanding of the outcome at that grade level</li> <li>• needs no additional support</li> <li>• uses connections to prior learning</li> <li>• applies learning to new situations</li> </ul>	90
ACH	Achieving	<ul style="list-style-type: none"> <li>• always demonstrates understanding of the outcome</li> <li>• rarely needs support</li> <li>• makes connections to prior learning</li> <li>• applies learning to familiar situations</li> </ul>	72
APP	Approaching	<ul style="list-style-type: none"> <li>• often demonstrates understanding of the outcome</li> <li>• sometimes need additional support</li> <li>• sometimes makes connections to prior learning</li> <li>• needs further instruction and learning opportunities</li> </ul>	57
BEG	Beginning	<ul style="list-style-type: none"> <li>• rarely demonstrates understanding of the outcome</li> <li>• often needs additional support</li> <li>• does not make connections to prior learning</li> <li>• needs further instruction and learning opportunities</li> </ul>	24.5

## Home-School Communication

### Staying Up-To-Date

Ongoing communication between home and school is critical for students to feel and to be successful at school. There are many ways to stay in touch with your child's teacher and to stay informed about what is happening in your child's classroom:

- Attend our Open House in the fall
- Attend student-led conferences (Parent-Teacher-Student Interviews)
- Follow assignment completion through PowerSchool
- Reach out through telephone or email

### Questions or Concerns

If you have any questions or concerns about your child's education, **please** address them quickly and appropriately, communicating your concerns calmly and clearly.

### Your Child's Teacher

The first step in addressing a question or concern you may have is to speak with your child's teacher. The classroom teacher will be able to provide the most accurate information and make suggestions on how to improve or fix an issue. Please do not hesitate to phone or email your child's teacher.

### School Administration

If you do not feel your concern has been addressed by your child's classroom teacher, please contact school administration (Principal or Vice-Principal). They will ask whether or not you have spoken with your child's teacher. If necessary a meeting may be set up with the student, teacher, and an administrator to discuss your concern.

# SCHOOL POLICIES

## A Safe Learning Environment

Queen Elizabeth School is a safe learning environment for everyone. Students will be dealt with accordingly for: bringing anything illegal or any object or substance that does not belong in an educational environment to school, uttering threats, showing aggressive behaviour or in any way not contributing to a positive safe learning environment.

## Attendance at School and Illness

To be successful at school, students must attend regularly. If a student has a planned absence, please ensure you mark them as verified in SchoolExchange or contact the school otherwise the student will be marked absent and an attendance call will go home.

Students who are ill should not be at school. A student who is ill or becomes ill at school will need to be picked up and taken home.

## Doors Open and Start Time

Outside supervision begins at 8:36 AM. Please do not drop students off before this time as they will be unsupervised.

The instructional day begins at 8:54 AM. Students arriving after 9:00 AM are considered late and must sign in at the front office before going to class.

## Closed Campus

Queen Elizabeth School is a Closed Campus. Students are not allowed to leave school grounds during the school day (including lunch).

If a student is going to be picked up for an appointment, is going home sick or for any reason leaving during the day, they must sign out at the front desk.

## Student Citizenship and Behaviour Expectations

At Queen Elizabeth School, it is our shared belief that students have the *right* to learn in a safe and supportive environment, and the *responsibility* to help to create it.

Students help to create this environment when they follow our *one school expectation*:

**Students will treat self, others, and school with dignity and respect.**

## Dress Code, Hats and Hoods

Students are to please dress appropriately for school. Clothing with images of alcohol, drugs or illicit substances are considered inappropriate.

We are a hat free school for safety and security reasons. Students are expected to take their hat off when they enter the building. Once a student leaves the building for recess or at the end of the day, they may wear a hat.

Hoods are considered a form of hat and are not to be worn while inside the school.

The exception to hats and hoods is for special occasions or theme days which will be advertised.

## Cell Phones

Cell phones are to be kept in a student's locker, backpack or pocket and not to be brought out during instructional time. **Parents/Guardians, please do not contact your child during class time via text message. You are able to leave a message at the school office.** Cell phones that are being used inappropriately will result in a warning from staff, confiscation for the period, or confiscation by the office. Repeated issues with cell phones will be dealt with by school administration and parents/guardians.

## Lockers

Students in all grades are assigned a cubby or locker. Students are expected to use their locker to:

- Store their backpack and jacket (not needed in class)
- Textbooks and binders not needed for a particular class
- Extra paper, pens, learning supplies

Students who have their locker on the second floor are provided with locks which they are expected to use.

Please note the school is not responsible for lost or stolen items.

## 2023-2024 Bell Schedule

**QE Bell Schedule 2023 - 2024 (9 x 36)**

<b>TIME</b>	<b>BLOCK</b>	<b>MIN.</b>
8:36-8:50	Doors Open	14
8:50	Warning bell	0
8:50-8:54	Opening exercises (Announcements, O Canada); AM Registration	4
8:54-9:30	1	36
9:30-10:06	2	36
10:06-10:22	Morning Recess	16
10:22-10:26	Transition	4
10:26-11:02	3	36
11:02-11:38	4	36
11:38-12:14	5	36
12:14-12:33	Lunch Eating	19
12:33-12:52	Lunch Recess	19
12:52-12:54	Transition	2
12:54-1:30	6	36
1:30-2:06	7	36
2:06-2:08	Transition	2
2:08-2:44	8	36
2:44-3:20	9	36
3:20	Dismissal	0
Total OPERATIONAL Minutes		80
Total INSTRUCTIONAL Minutes		324