411 - 11TH Street East
Saskatoon, SK
S7N 0E9

Telephone: 306-683-7580
Attendance Line: 306-683-7585
Fax: 306-657-3951

Website: http://schools.spsd.sk.ca/nutana/

STUDENT HANDBOOK
# TABLE OF CONTENTS

Goals and Values .............................................................................................................. 1
Vision Statements for Nutana ............................................................................................ 1
Principal’s Message ........................................................................................................... 2

## Class Schedules
- Daily Class Schedule .................................................................................................. 3
- Quarter Class Schedule For Grades 10 – 12 ................................................................. 3
- Saskatoon Public School Division School Calendar 2018-19 ...................................... 4
- Nutana School Calendar 2018-19 ................................................................................ 5
- School Map ................................................................................................................... 10

## Attendance Procedures
- How It Works ............................................................................................................... 14
- Grade 10, 11 ............................................................................................................... 14
- Grade 12 ..................................................................................................................... 14
- Communication with Home ......................................................................................... 14
- Sign-Outs ..................................................................................................................... 14
- Cancelled Classes ........................................................................................................ 15
- No-Show Students at Start of Quarter ........................................................................ 15
- Visitors ......................................................................................................................... 15
- Student Cards ............................................................................................................. 15

## Support Services for Students
- Student Services ......................................................................................................... 16
- Caretakers ................................................................................................................... 16
- Resource Room Program ......................................................................................... 16
- Re-Engagement and Support Program ...................................................................... 16
- Credit Recovery Program ......................................................................................... 16
- STEP Program .......................................................................................................... 16
- Youth Resources Centre Program ............................................................................. 16
- CATT ......................................................................................................................... 17
- Servery ....................................................................................................................... 17
- Breakfast Program ..................................................................................................... 17
- Police School Resource Officer ................................................................................ 17

## Nutana’s Support Team
- Integrated School Linked Services ............................................................................ 18
- Mental Health and Addictions .................................................................................... 18
- Millie’s Early Learning Center .................................................................................... 18
- Nutana Prenatal Support Program ........................................................................... 18
- Primary Health Nurse Practitioner .......................................................................... 18
- Jacoby SAKs Centre .................................................................................................. 19
- Social Worker ........................................................................................................... 19
- Support Centre: Stay In School Program .................................................................. 19

## Regulations
- Introduction .................................................................................................................. 20
- Locker Regulations .................................................................................................... 20
- Noon Hour Regulations ............................................................................................. 20
- Hallways ...................................................................................................................... 20
- Dress Code ................................................................................................................ 20
- Cell Phones .............................................................................................................. 20
- Student Parking ........................................................................................................ 20
- Skateboarding .......................................................................................................... 20
- Smoking Regulations ............................................................................................... 21
- Spitting ....................................................................................................................... 21
- Alcohol and Other Drugs ......................................................................................... 21
- Fighting ...................................................................................................................... 21
- Academic Integrity .................................................................................................... 21
- School Evacuation .................................................................................................... 21
Student Information

Introduction .................................................................................................................. 22
Textbooks ....................................................................................................................... 22
Examinations & Reports ............................................................................................... 22
Driver Education ........................................................................................................... 22

Your Three Year Plan - For Meeting Core Curriculum Requirements .................................................. 23

Graduation Criteria

Eligibility ......................................................................................................................... 24
Graduation Exercises ...................................................................................................... 24
Cost .................................................................................................................................. 24
Graduation Awards .......................................................................................................... 24
Saskatoon Board Of Education Proficiency Award ............................................................. 25
Award of Excellence ........................................................................................................ 25
Governor General's Bronze Academic Medal ..................................................................... 25
Saskatchewan Awards Program – General Proficiency Awards ........................................... 25

Assemblies

Report Cards .................................................................................................................... 25
Computer Network ........................................................................................................... 25
Internet Procedures ......................................................................................................... 26
Internet/Wireless Services Acceptable Use Procedures ...................................................... 26
Sexual Harassment .......................................................................................................... 27
Student Notices ............................................................................................................... 27
Posters ............................................................................................................................. 27

Unscheduled Time Periods ............................................................................................. 27

Fire Drills, Evacuation and Other Emergency Procedures

Fire Drills ......................................................................................................................... 27
Lock-Down ......................................................................................................................... 27
Shelter in Place ................................................................................................................. 27

Student Lost And Found ................................................................................................. 28
Accidents ........................................................................................................................... 28
Student Accident Insurance ............................................................................................ 28
Money and Valuables ...................................................................................................... 28

Theft ............................................................................................................................... 28
Vandalism .......................................................................................................................... 28
Fitness Centre ................................................................................................................... 28

Intramurals ....................................................................................................................... 28
Good Neighbour Policy ................................................................................................. 29
Nutana Collegiate Memorial Library ............................................................................... 29
Nutana Collegiate Memorial Art Gallery ....................................................................... 29
Saskatoon Crime Stoppers ............................................................................................... 30
Phone Numbers .............................................................................................................. 31
GOALS AND VALUES

PRINCIPLES FOR CREATING SCHOOL COMMUNITIES THAT FOSTER RESPECT, RESPONSIBILITY, EXCELLENCE AND JOY!

Schools have always played an important role in our personal and community lives. We are all responsible for providing school communities which are nurturing and where the security and emotional, spiritual and physical safety of all students and staff are assured.

Our Challenge is to create an open, inviting learning environment which develops competence, integrity, self-confidence, self-reliance and social conscience.

Our Vision is to create a learning environment which inspires caring, excellence, joy and hope.

THESE PRINCIPLES GUIDE OUR PRACTICE:

1. **Schools are for learning and teaching.** Therefore, we provide a learning environment characterized by purpose, order, self-discipline, trust and reflection.

2. **Education is a shared responsibility among students, staff, parents, and community.** Therefore, we strive to meaningfully engage all participants in defining roles and expectations, in making and implementing decisions and in providing support.

3. **Education is a co-operative endeavor.** Therefore, we promote collaboration and search for opportunities for all participants to contribute responsibly.

4. **Education is founded on a belief in equity, accessibility and justice.** Therefore, we work within a framework of rights and responsibilities and fair practice.

5. **Education recognizes and appreciates the unique potential and worth of each individual, as well as the relationship to other members of the school community.** Therefore, we treat one another with courtesy, respect and dignity.

6. **Education is dedicated to developing personal excellence and lifelong learning and to enhancing the quality of life.** Therefore, our vision is to create a dynamic school community characterized by caring, service to others, excellence, joy and hope.

**VISION STATEMENTS FOR NUTANA COLLEGIATE**
(Adopted by Nutana’s Leadership Council, June 2010)

**Nutana Collegiate’s Vision for Our Learners**
Learners at Nutana will be engaged in their learning and will strive toward personal excellence. They will see the relevance of course material, experience a sense of belonging, gain competence through appropriate challenge and feel confident in their ability to meet their educational and personal goals.

**Nutana Collegiate’s Vision for Our Professional Learning**
Staff working at Nutana will learn collaboratively in a sustained way toward understanding, adapting and implementing the most effective educational/professional practices based on widely accepted research.

**Nutana Collegiate’s Vision for Our School Community**
Nutana Collegiate will be responsive to student voice and will work collaboratively with community partners to support students’ overall well-being. Innovative approaches will be used to respond to student needs and strengths.
Welcome to Nutana Collegiate, a unique high school where the students, staff and many community partners work together to create a place where learning happens in a variety of innovative ways and academic success is available to all. We are proud of the accomplishments of our current and former students and strive to ensure that our programs and supports will provide the necessary foundation to assist students to continue to achieve their goals in education and in life. We are also pleased to work cooperatively with community agencies. Ours is a school that is linked in a common goal with these organizations to serve students and our community effectively.

Returning students will be aware of the special efforts that each of the school’s staff make to encourage students to be successful. New students will quickly realize that Nutana is a school where they are well known and made to feel welcome. I encourage all of you to work closely with our staff to gain as much as you can from your experience at our school. If you need something, have a suggestion or question, or would like to give your feedback about the school experience at Nutana, please speak to any staff member. You are, of course, welcome to come to the Main Office at any time to discuss these or other matters with Mrs. Laliberte, our Vice Principal, or me. The voice of students is very important to what we do and how well we do it. We are committed to working together towards personal excellence in a safe, caring, respectful learning community.

It is an exciting time to be at Nutana! We wish you the very best in your studies at our school!

On behalf of the staff,

Mr. Rick Iverson
Principal
CLASS SCHEDULES

DAILY CLASS SCHEDULE

<table>
<thead>
<tr>
<th>Period</th>
<th>Start</th>
<th>End</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 2</td>
<td>9:30</td>
<td>10:35</td>
</tr>
<tr>
<td>Break</td>
<td>10:35</td>
<td>10:50</td>
</tr>
<tr>
<td>Period 3</td>
<td>10:50</td>
<td>11:55</td>
</tr>
<tr>
<td>NOON</td>
<td>11:55</td>
<td>12:55</td>
</tr>
<tr>
<td>Period 4</td>
<td>12:55</td>
<td>2:00</td>
</tr>
<tr>
<td>Break</td>
<td>2:00</td>
<td>2:15</td>
</tr>
<tr>
<td>Period 5</td>
<td>2:15</td>
<td>3:15</td>
</tr>
</tbody>
</table>

2018 - 2019 SCHOOL YEAR
QUARTER CLASS SCHEDULE FOR GRADES 10 - 12

A. Quarter One begins Tuesday, September 4, 2018
B. Quarter Two begins Tuesday, November 13, 2018
C. Quarter Three begins Thursday, January 31, 2019
D. Quarter Four begins Monday, April 15, 2019
## HOLIDAYS, VACATIONS, PROFESSIONAL DEVELOPMENT DAYS, ETC.
(Schools are open Monday through Friday unless otherwise specified)

<table>
<thead>
<tr>
<th>Year</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>August 27-31</td>
<td>School Operations/PD/Planning/STA Convention</td>
</tr>
<tr>
<td></td>
<td>September 3</td>
<td>Labour Day</td>
</tr>
<tr>
<td></td>
<td>4 (a.m.)</td>
<td>Elementary Students Registration/Classes Begin</td>
</tr>
<tr>
<td></td>
<td>4 (p.m.)</td>
<td>School Operations – <strong>Elementary Students DO NOT ATTEND</strong></td>
</tr>
<tr>
<td></td>
<td>4</td>
<td>Secondary Students Registration/Classes Begin</td>
</tr>
<tr>
<td></td>
<td>October 5</td>
<td>PD/Planning - <strong>Elementary &amp; Secondary Students DO NOT ATTEND</strong></td>
</tr>
<tr>
<td></td>
<td>8</td>
<td>Thanksgiving Day</td>
</tr>
<tr>
<td></td>
<td>November 9</td>
<td>PD/Planning - <strong>Elementary &amp; Secondary Students DO NOT ATTEND</strong></td>
</tr>
<tr>
<td></td>
<td>12</td>
<td>Remembrance Day</td>
</tr>
<tr>
<td></td>
<td>December 3</td>
<td>PD/Planning – <strong>Elementary &amp; Secondary Student DO NOT ATTEND</strong></td>
</tr>
<tr>
<td></td>
<td>21</td>
<td>Last Teaching Day Prior to Christmas Vacation</td>
</tr>
<tr>
<td>2019</td>
<td>January 1</td>
<td><strong>New Year's Day</strong></td>
</tr>
<tr>
<td></td>
<td>7</td>
<td>School Resumes</td>
</tr>
<tr>
<td></td>
<td>28</td>
<td>PD/Planning – <strong>Elementary Students DO NOT ATTEND</strong></td>
</tr>
<tr>
<td></td>
<td>29</td>
<td>School Operations - <strong>Secondary Students DO NOT ATTEND</strong></td>
</tr>
<tr>
<td></td>
<td>30</td>
<td>PD/Planning – <strong>Secondary Students DO NOT ATTEND</strong></td>
</tr>
<tr>
<td></td>
<td>31</td>
<td>Second Semester begins</td>
</tr>
<tr>
<td></td>
<td>February 18</td>
<td><strong>Family Day</strong></td>
</tr>
<tr>
<td></td>
<td>19-22</td>
<td>February Break – <strong>Elementary and Secondary Students DO NOT ATTEND</strong></td>
</tr>
<tr>
<td></td>
<td>March 11</td>
<td>PD/Planning - <strong>Elementary &amp; Secondary Students DO NOT ATTEND</strong></td>
</tr>
<tr>
<td></td>
<td>April 19</td>
<td><strong>Good Friday</strong></td>
</tr>
<tr>
<td></td>
<td>22-26</td>
<td>Spring Break - <strong>Elementary and Secondary Students DO NOT ATTEND</strong></td>
</tr>
<tr>
<td></td>
<td>May 17</td>
<td>PD/Planning - <strong>Elementary &amp; Secondary Students DO NOT ATTEND</strong></td>
</tr>
<tr>
<td></td>
<td>20</td>
<td><strong>Victoria Day</strong></td>
</tr>
<tr>
<td></td>
<td>June 26</td>
<td>Last Day of School for Elementary &amp; Secondary Students</td>
</tr>
<tr>
<td></td>
<td>27</td>
<td>School Operations</td>
</tr>
<tr>
<td></td>
<td>28</td>
<td>School Operations/Grade 9 Orientation/Report Cards - Last Day of School for Staff</td>
</tr>
</tbody>
</table>

Saskatoon Public Schools inspire and sustain learning. We are open to all children and youth so they may discover, develop, and act upon their potential, thereby enriching their lives and our community.
<table>
<thead>
<tr>
<th>Sun</th>
<th>Mon</th>
<th>Tues</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
<th>Sat</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SEPT 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
<td>31</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>STA OPERATIONS/PD/PLANNING</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>LABOUR DAY</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OCT 1</td>
<td>2</td>
<td>3 Midterm</td>
<td>4</td>
<td>5 SYSTEM PD NO CLASSES</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
<td>11 Grad meeting period 3</td>
<td>12</td>
<td>13</td>
</tr>
<tr>
<td>THANKSGIVING DAY</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>22</td>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
<td>27</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>28</td>
<td>29</td>
<td>30</td>
<td>31</td>
<td>NOV 1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>5</td>
<td>6 Assessment Day 1</td>
<td>7 Assessment Day 2</td>
<td>8 Turnaround day</td>
<td>9 SYSTEM PD NO CLASSES</td>
<td>10</td>
</tr>
<tr>
<td>Sun</td>
<td>Mon</td>
<td>Tues</td>
<td>Wed</td>
<td>Thu</td>
<td>Fri</td>
<td>Sat</td>
</tr>
<tr>
<td>-----</td>
<td>-----</td>
<td>------</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
<td>16</td>
<td>17</td>
</tr>
<tr>
<td>REMEMBRANCE DAY</td>
<td>HOLIDAY</td>
<td>Quarter 2 starts</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
<td>23</td>
<td>24</td>
</tr>
<tr>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
<td>DEC 1</td>
</tr>
<tr>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
</tr>
<tr>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
</tr>
<tr>
<td>Midterm</td>
<td>Grad meeting period 5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
</tr>
<tr>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
</tr>
<tr>
<td>CHRISTMAS VACATION</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>31</td>
<td>JAN 1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>CHRISTMAS VACATION</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
</tr>
<tr>
<td>Classes Resume</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>14</td>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
</tr>
<tr>
<td>20</td>
<td>21</td>
<td>22</td>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
</tr>
<tr>
<td>Assessment Day 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
<td>31</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assessment Day 2</td>
<td>Turnaround Day</td>
<td>School PD/operations</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sun</td>
<td>Mon</td>
<td>Tues</td>
<td>Wed</td>
<td>Thu</td>
<td>Fri</td>
<td>Sat</td>
</tr>
<tr>
<td>-----</td>
<td>-----</td>
<td>------</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
<td>16</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
<td>23</td>
</tr>
<tr>
<td></td>
<td>FAMILY DAY</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
<td>16</td>
</tr>
<tr>
<td></td>
<td>PD DAY NO CLASSES</td>
<td></td>
<td>Midterm</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
<td>23</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>APR 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Assessment Day 1</td>
<td>Assessment Day 2</td>
<td>Turnaround Day</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sun</td>
<td>Mon</td>
<td>Tues</td>
<td>Wed</td>
<td>Thu</td>
<td>Fri</td>
</tr>
<tr>
<td>------</td>
<td>-----</td>
<td>-----</td>
<td>------</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td>14</td>
<td></td>
<td></td>
<td>15</td>
<td></td>
<td>16</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Quarter 4 starts</td>
<td></td>
<td>17</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td></td>
<td></td>
<td>22</td>
<td></td>
<td>23</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>24</td>
<td></td>
<td>25</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Spring Break</td>
<td></td>
<td>26</td>
<td></td>
</tr>
<tr>
<td>28</td>
<td></td>
<td>29</td>
<td>30</td>
<td>MAY 1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Grad meeting period 5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>12</td>
<td></td>
<td>13</td>
<td>14</td>
<td>15</td>
<td>16</td>
<td>17</td>
</tr>
<tr>
<td></td>
<td>PD DAY</td>
<td>14</td>
<td>15</td>
<td>16</td>
<td></td>
<td>NO CLASSES</td>
</tr>
<tr>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
<td>23</td>
<td>24</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td>VICTORIA DAY HOLIDAY</td>
<td>21</td>
<td>22</td>
<td>23</td>
<td>Midterm</td>
<td></td>
</tr>
<tr>
<td>26</td>
<td></td>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
<td>31</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
</tr>
<tr>
<td>9</td>
<td></td>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
</tr>
<tr>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>19</td>
<td>GRAD REHEARSAL</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
<td>27</td>
<td>27</td>
<td>28</td>
</tr>
<tr>
<td></td>
<td>Assessment Day 1</td>
<td>25 Assessment Day 1</td>
<td>Assessment Day 2</td>
<td>Turnaround</td>
<td>School operations</td>
<td></td>
</tr>
</tbody>
</table>
**ATTENDANCE PROCEDURES**

Academic success is directly related to student attendance. For this reason, regular and punctual attendance is a basic expectation for all students at Nutana Collegiate.

Occasional absence caused by illness, medical or other appointments or for compassionate reasons, may be unavoidable. However, whenever possible, students should make doctor, dental, social services or other appointments outside of regularly scheduled class time. Students are responsible for time and work missed. The fast-paced nature of quartered classes means regular attendance is imperative.

It is important that the hallways remain quiet during class time so learning is not interrupted. For this reason, students who are at school but not in class should be in the Library, Student Lounge or other teacher-approved areas, not in the hallways. Part-time students (either a.m. or p.m.) are welcome when they have classes. The expectation is that they are off-campus when they do not have scheduled classes.

The responsibility for good attendance is shared among the student, parents/caregivers and the school, but clearly, students with the aid of their parents/caregivers, have the major responsibility. Any student who does not have an acceptable attendance record may be required to see the Principal or Vice Principal to discuss the situation and look for a solution to the problem. Continued poor attendance may result in a student being taken off roll.

**HOW IT WORKS:**
All attendance records will be maintained by a computer attendance program. The Attendance Secretary will attempt to notify parents/caregivers of absences. However, we encourage parents/caregivers to contact the school if they have attendance concerns.

**Grade 10 & 11**
Students in these grades should have a parent/caregiver contact the school at 306-683-7585 before 3:00 p.m. to clear an absence. If this is not possible, the student should bring a note from their parent/caregiver to the Main Office upon returning to school.

**Grade 12**
Students in Grade 12 (age 18 or older) are expected to call the school regarding their absences.

**ATTENDANCE IS THE KEY TO SUCCESS**

**COMMUNICATION WITH HOME**
In an attempt to maintain a line of communication with our students’ homes, Nutana has initiated the following procedures. Letters will be sent to the student’s home when the student has missed 22 hours of class. These letters will be sent even if the absences have been accounted for by the parent/caregiver. Each letter will be signed by the Vice Principal and will request the parent/guardian to contact the school.

Because of the individual nature of attendance it is recognized that the consequences of poor attendance will vary. “If the poor attendance does not improve, or the school feels that too much class time has been missed, the student will be removed from his/her class(es).”

**SIGN-OUTS**
Students leaving during the regular school day are required to sign out. Sign-outs must be limited to unavoidable appointments due to illness or medical/dental appointments. Students should try to plan their day with school attendance as a priority. A sign-out is an absence from classes.
CANCELLED CLASSES
As a rule, classes will not be cancelled. Substitute teachers will assume teaching responsibilities when the assigned teacher is away. In the event a substitute teacher is not available, a sign will be posted on the classroom door with instructions for the class.

NO-SHOW STUDENTS AT START OF EACH QUARTER
In light of the fact that we often have students waiting to get into specific classes, any student who does not notify the main office that he/she will be registering late (first three days of the quarter) runs the risk of being removed from that particular class.

VISITORS
The Collegiate is private property. Nutana Collegiate students and staff are permitted in the building. The school extends a courteous welcome to parents/guardians and to other visitors who have legitimate business in the school, but we insist that all visitors register in the Main Office upon their arrival at school. Unauthorized persons will be asked to leave.

STUDENT CARDS
Student cards are necessary to qualify for student prices on the transit system. They are also necessary for admission to many school events, for checking out library books and may be required for identification. Students should keep their student cards with them at all times.
SUPPORT SERVICES FOR STUDENTS

STUDENT SERVICES
School Counsellors and secretary provide support services to students in the following areas:

- school registration and records
- academic program information, preliminary assessment and planning
- personal, relationship and crisis counselling for students and parents
- post-secondary education and career information and counselling
- student referrals to support services within Nutana and in the community

Direct telephone number to Student Services is 306-683-7586.

CARETAKERS
Our caretakers at Nutana are friendly and efficient. We all take great pride in our school atmosphere and appearance and we cooperate to keep our school clean and safe. Please report any problems to Mr. Kincade our Head Caretaker or the Main Office.

RESOURCE ROOM PROGRAM
The Resource Room at Nutana Collegiate is a learning centre that students can access on a daily basis or on an as-needed basis. Through the Resource Room, the team provides support to students through individualized tutoring, in-class report and academic assessment. The Resource Room team strives to assist students to become independent learners, while providing the support that they need to experience success in their classes. Students can access support to assist them with research strategies, essay writing and organizational and exam writing skills.

RE-ENGAGEMENT AND SUPPORT PROGRAM
The Re-Entry and Support Program is an essential aspect of Nutana Collegiate. Most of the courses available in the Re-Entry and Support program are divided into prepared packages allowing students, to a certain extent, to set their own pace. Thus, should a student find the time restriction of a regular classroom too overwhelming he/she is able to remain in the Re-Entry and Support classroom until the credit is earned. Also, students who register late, for various reasons, are still able to start a credit. Many students registered in Re-Entry require a great deal of personal instruction, which the smaller class setting allows.

CREDIT RECOVERY PROGRAM
Credit recovery is a unique offering which allows students to complete courses which they have been unable to achieve credit in previously or extend a course from a previous quarter. The credit recovery teacher will act as a facilitator with other teaching staff in order to design an individual program for the student based on a recommendation from a previous teacher, counselor or administrator. Contact Student Services for further information.

STUDENT TRANSITION EDUCATION PROGRAM (STEP)
The Student Transition Education Program (STEP) is a referral based satellite program within the Saskatoon Public School Division, and is affiliated with Nutana Collegiate. This program is designed for students between the ages of 14 and 16 who are in grades 9 and 10. Our school day operates from 8:45 a.m. – 2:15 p.m. with onsite lunch provided for students.

At STEP the aim is to provide a safe and inclusive environment for all students with the ultimate goal of reintegration—assisting youth with their transition back into regular programming at the appropriate collegiate. We believe that developing strong and meaningful relationships is at the heart of student engagement. As such, our classroom has been designed to maintain a low staff-to-student ratio and features daily programming that is intended to support students in both academic and personal growth.

At STEP students are provided with unique and relevant learning opportunities, both in and outside the classroom. In addition to participation in various community programs, volunteerism and social/cultural awareness activities, STEP offers core grade 9 and 10 courses such as Math, English and Wellness.

YOUTH RESOURCES CENTRE PROGRAM
This program is designed for youth with moderate to severe mental health disorders ages 13 – 19. It is housed off-site within a clinical setting in partnership with the Saskatoon Health Region. There is one full time teacher and one full time educational assistant.
CATT PROGRAM
Nutana is the only Saskatchewan school that has Gold Status (top level) with the Canadian Academy of Travel & Tourism (CATT). Students at CATT schools are eligible to work toward certification recognized by the travel and tourism industry. Those who complete Nutana’s Tourism Hospitality and Entrepreneurship (THE 30 A/B) courses may be working toward Level I and Level II recognition. Gold status involves a greater commitment. Students must meet provincial graduation requirements, earn a total of ten credits (grades 10 through 12) covering both core subjects and courses more obviously applicable to travel and tourism, and complete 240 hours of work experience. When students achieve Gold status or receive a CATT certificate, they are developing skills, increasing their self-esteem, and enhancing their employability within the Travel and Tourism industry. Interested students should speak to teachers in the Career and Community Department or a counselor in Student Services.

BREAKFAST PROGRAM
To help students begin their school day, a nutritious breakfast is provided by the Salvation Army and served in Room 1101 from 8:30 a.m. to 9:25 a.m. Mon. Wed. and Thurs. There is no cost to students for this program. Students are welcome to take their food to the Student Lounge, but are asked to ensure that they dispose of garbage appropriately and maintain a clean environment for all.

POLICE SCHOOL RESOURCE OFFICER
The Saskatoon Police Service School Resource Officer (SRO) Program is a community policing initiative with police officers serving as daily resources to staff, students, parents, guardians and the community within the school environment.

The goals of the School Resource Officer Program include:
• developing positive attitudes and relationships between children, youth and the police;
• helping to create a safe school environment;
• serving as a resource for the school community in the areas of law, the police role in the community and legal consequences; and
• Liaising with other sections of the Saskatoon Police Service to share information and provide assistance when required.

School Resource Officers:
• serve as a positive role model to students and school staff;
• establish and maintain open lines of communication with students, parents, guardians and school staff;
• provide education on safety, substance abuse, life skills and the justice system to both elementary and high school students;
• reduce crime through education, enforcement and personal interaction with students and staff;
• take reports and investigate incidents within the school. In some cases, mediation, warnings and diversion from the criminal justice system may lead to a successful resolution to a complaint. In other cases, a criminal charge may result.
**NUTANA’S SUPPORT TEAM**

**INTEGRATED SCHOOL-LINKED SERVICES (ISLS)**

What is ISLS? In a nutshell, it is an awesome group of people who are here at Nutana for you, our students. These ISLS partners come from a variety of agencies within our community. Many have offices and are here full time; others come in on a regular weekly basis. Why do they come to Nutana? They are here because you, our students, continue to tell us how much you appreciate being able to talk to someone without having to go somewhere else. Nutana has the unique opportunity of having this incredible team as a part of our school community. Please take time to read on and learn more about all the services that are right here at Nutana for you.

**MENTAL HEALTH and ADDICTION SERVICES**

Referrals to external agencies can also be arranged.

**MILLIE’S EARLY LEARNING CENTRE (DAYCARE)**

Millie’s Early Learning Centre provides an enriched, high-quality daycare for 12 infants and 5 toddlers of student parents attending Nutana Collegiate. It is staffed with a full-time Director, 5 full-time Early Childhood Teachers, and a cook. The centre receives services from a Speech and Language Pathologist, a Behavior Consultant and many other community agencies interested in supporting young families. Programming, Workshops and Cooking Club for the parents are also a part of the daycare.

**PRIMARY HEALTH NURSE PRACTITIONER**

Primary Health Nurse Practitioner is an on-site service provided by the Saskatoon Health Region. The Nurse Practitioner works together with other support staff at Nutana – teachers, families and students – address health-related questions and concerns. Our aim is to help students make healthier lifestyle choices so they can feel and be healthier in order to achieve their educational goals.

**All Services Confidential**

Services provided:
- General Health Services i.e. Physicals
- Assessment and Treatment of Common Medical Conditions and injuries (prescriptions when necessary)
- Birth Control (prescriptions, condoms) Pregnancy tests
- Sexually Transmitted Infections Diagnosis and Treatment
- Addiction/mental health counseling referrals
- Health Education (i.e. Diabetes, nutrition, stopping smoking etc)

Funded by Saskatchewan Health Authority, the Nutana Collegiate Primary Health Care site is continually changing to meet the needs of the students and their families. The Primary Health Care Nurse Practitioner is at Nutana five days a week.
The Jacoby Centre is a support centre for student parents attending Nutana Collegiate to gather together, exchange valuable experiences and form supportive relationships. The Jacoby Centre strives to provide an atmosphere of respect, honesty and fun where student parents feel they belong. The Jacoby Centre works with student parents in a process that engenders trust, personal strength, and the spark to learn! Come by our Centre - have a snack, a rest, share a story or show off your little one... just come on by.

The Jacoby Centre provides a number of critical services:
- A consistent, dependable and safe place where student-parents feel they belong
- An interactive learning environment that inspires engaged and honest discussion
- Referrals to community agencies
- Informal counselling and life skill support
- Individual support and group support
- Social and formal events
- Formal and informal programming
- Respite
- Mentoring
- Good nutrition education and health promotion

SOCIAL WORKER

The Social Worker is a partnership position between Social Services and Nutana. Nutana’s students are faced with life’s obstacles. These adult issues can be extremely overwhelming, resulting in school and education being overshadowed. The goal of this worker is to: provide a direct link to services and resources in the community; help develop solutions, give support and advocate for the best interest of the students; remove external stressors so that academic needs are focused on; keep an open door policy and provide a caring environment.

SUPPORT CENTRE: STAY IN SCHOOL PROGRAM

The goal of the Stay in School (SIS) Program is to assist students, with particular focus on Aboriginal pupils, in completing their high school education. Regular tutoring sessions are provided to students who require additional support in academics. Community information about employment opportunities, programming and upcoming events is posted routinely. Incentive programs are implemented weekly and quarterly to reward students who have demonstrated outstanding performance. The SIS Program Coordinator also works in conjunction with the John Howard Society and the Department of Corrections, Public Safety and Policing in assisting those students who require the services of these agencies.
REGULATIONS

INTRODUCTION
All segments of society have rules that govern how we will interact with each other. In school, rules (regulations) are set to allow all students to share equally in the benefits of our school society. Any student who chooses to ignore or break school regulations is acting against the best interests of other students. As such, an offending student may lose the privileges associated with the general school society. Offending students will experience consequences in keeping with the seriousness of the offence. The consequences of choosing not to follow expectations may be: reprimand, detention, suspension, and/or removal from classes. **Rules are not made to be broken.** We expect each person to cooperate to make Nutana a good environment in which to grow, to enjoy, and to learn.

LOCKER REGULATIONS
Lockers are made available to students as a convenience for storing books, coats, etc. Only school issued locks may be used on lockers. These lockers remain the property of the school and are subject to all school regulations. For reasons of health, safety, and school security, the school retains the right and responsibility to inspect lockers and to examine the contents at any time.
- Students must have a school locker assigned.
- Students will not move to another locker unless school approved.
- Students will keep their locker:
  i) free of graffiti -- inside and out
  ii) free of unsightly decoration or photos of poor taste
  iii) organized and neat
  iv) free of damage
  v) locked
Students will not store valuables, e.g.: cameras, large amounts of money, leather jackets, in school lockers. Such valuables must remain at home or be turned in to the Main Office for safekeeping. **THE SCHOOL IS NOT RESPONSIBLE FOR STOLEN OR LOST ITEMS.** Students should not give combinations to other students. Lockers must be cleaned out and lock returned when you leave Nutana.

NOON HOUR REGULATIONS
Lunch hour is from the end of period 3 (11:55 a.m.) to the beginning of period 4 (12:55 p.m.). Lunches may be eaten in the student lounge or in classrooms if a teacher is present to supervise the clean up. Students must not eat lunches in areas such as steps or hallways. Students are not to loiter in hallways during the noon break.

HALLWAYS
Students should not congregate in the halls during class time. Students not in class should be in the LRC. If a student is in the building and should be in class, this is considered an in-school skip.

DRESS CODE
School dress should reflect good taste and judgement. Wearing or displaying clothing, colours or symbols that indicate gang activity or affiliation is prohibited. Clothing should be neat, clean, inoffensive, not revealing and not of a costume nature. Bare feet are not permitted. **Bandanas are not to be worn on school property.**
**NOTE:** Students who do not show good judgment will be sent home for appropriate clothing.

CELL PHONES
Cell phones should be turned off during class time as both a courtesy to fellow students and the classroom teacher. If cell phone use becomes a recurring disruption in class, the issue will be referred to the school administration.

STUDENT PARKING
**Parking is not provided for students.** The staff parking lot is for staff, service vehicles, and guests only. Students' cars parked in the Staff Parking Lot will be ticketed ($40.00) or will be towed. **NO WARNING WILL BE GIVEN.**

SKATEBOARDING
For safety reasons, skateboarding will not be allowed on any of the walkways in front of the school. The only
walkway that can be used for skateboarding is the far west walkway.

SMOKING/TOBACCO USAGE
The Saskatoon Public School Division has a “Smoke Free” policy for all school buildings and grounds. Nutana Collegiate staff will work with student representatives to establish a reasonable location near the school property for those who choose to smoke. This area will be the only location for smoking, e-cigarettes and tobacco use and will need to be maintained and cleaned by those students who use it. Students who are not familiar with the designated area should check with a staff member. Nutana students are expected to demonstrate good citizenship and community spirit while using this area. The school will follow due process for those who do not cooperate with this approach and are also willing to support those students who wish to quit smoking.

SPITTING
Spitting is unsightly and unsanitary. It poses a threat to health and is strongly discouraged at Nutana.

ALCOHOL AND OTHER DRUGS
Students under the influence of alcohol or drugs are in no condition to learn and will be sent home. Parents will be notified, and the conditions for the student’s return to school will be established. The possession of and/or trafficking in alcohol or drugs is illegal and will be prosecuted.

FIGHTING
Fighting has no place at school and will not be tolerated. Students found fighting, threatening, and/or intimidating other students will be sent home. Parents/caregivers will be notified regarding a decision by school officials about when the student will be readmitted to school, the conditions of readmission, or whether it would be in the best interest of both the student and the school to arrange a transfer to another school.

ACADEMIC INTREGITY
Consistent with the values of the Saskatoon Public School Division which include honesty, responsibility and the pursuit of truth, the administration and staff at Nutana Collegiate expect integrity from all students. Cheating, in whatever form, is ultimately destructive to these values and is unfair and discouraging to students who pursue their studies honestly. Using or possessing unauthorized information in exams, concocting or distorting lab or shop results, projects or reports and plagiarizing or representing the work of another as one’s own is not allowed. Students may be required to write another exam, report or project; may be given a mark of zero; may be required to discontinue that particular course or may be required to discontinue attending Nutana Collegiate.

SCHOOL EVACUATION
In emergency situations Nutana evacuates to Victoria Elementary School located at 639 Broadway Avenue.
STUDENT INFORMATION

INTRODUCTION
Each school has many understandings or ways of doing things that are daily routine. Each student is expected to know and follow these policies and procedures. The information included here is to help you to get the most out of your school experience.

EXAMINATIONS & REPORTS
Teachers don’t give marks. Marks are earned. The final marks for all subjects in all grades are determined not only by examination results, but also by the caliber of work done during the year, by attendance and by attitude.

Formal examinations will be scheduled at the end of each quarter. Students are expected to be in attendance for all scheduled examinations. The length of time provided for the exam shall be 2 or 2.5 hours, at the teacher’s discretion. Students must remain in the examination room for a minimum of one hour. Exam locations and times will be announced.

DRIVER EDUCATION
A course including the theoretical and practical phases of motor vehicle operation will be offered. Preparation for, and writing of the provincial Learner’s License are included in the course. Students must be 15 years of age by the first day of the Driver Education Course to be eligible.

Driver Education is available in Quarter 1. Students are expected to attend all classes (Drivers Ed. And regular classes). Only 2 classes may be missed with reasonable explanation. (eg. Illness) Driver Education has an in class instruction allotment of hours required to pass the course. This is discussed by the instructor during the first few days. The complete course is also offered twice during the summer months. Further information may be obtained from the Driver Education Manager at the Board of Education Office at 306-683-8268.

All new drivers must hold a learners (class 7) license for a minimum learning period of nine months before taking the S.G.I. road test for the class five license.

All new drivers wishing to obtain a class 5 drivers license, must take driver education, in the school system or from a private driving school. Upon successful completion of the high school driver education course, you will be given a Certificate of Driver Education, which must be shown to S.G.I. before your class 5 road test will be administered. Upon turning sixteen years of age this certificate can also be obtained by taking a minimum of four hours of in-car training from a private driving school.
Your Three Year Plan
For Meeting Core Curriculum Requirements
At Nutana Collegiate

** Nutana offers an English as an Additional Language support class each quarter.**

Regular grade 12 must complete a total 24 credits (8 credits for grade 10, and 16 credits for grade 11/12)

** A reminder that modified courses can be counted toward high school graduation but may not allow entrance to some post-secondary institutions, particularly university.
GRADUATION CRITERIA

ELIGIBILITY

To be eligible for any part of the graduation exercises a student must have completed 24 credits including English A and B and History or Native Studies at the 30 level by the conclusion of the academic year. These credits will be determined by mid term of Quarter 4 of the grade 12 year. Exceptional circumstances will be considered upon consultation with the principal.

To be eligible for graduation under the Adult 12 program a student must have been out of school for at least 1 year and be at least 18 years old or if the student is 19 years of age or older.

The Adult 12 program permits eligible students to obtain Grade 12 standing by successfully completing the following 20, 21, 30 or 31 level courses without taking the prerequisite courses:
- English A30 and English B30
- One of Social Studies 30, History 30 or Native Studies 30
- One Math 20 or 30 level credit
- One Science 20 or 30 level credit
- Two credits at the 30 level (one may be Prior Learning 30)

The list of students eligible to graduate will be posted following Quarter 4 midterm reporting. The list will be updated as the quarter progresses. Students will be required to check for eligibility. After eligibility is finalized an invitation along with an information letter will be mailed approximately two weeks prior to graduation.

GRADUATION EXERCISES
Friday June 21st, 2019
Grad Gown Fitting and Composite Photo: 12:00 p.m. Library Resource Room
Exercises: 1:30 p.m. Nutana Gymnasium

The exercises include the presentation of those students who have completed the necessary requirements of Saskatchewan Learning as follows:
- A total of 24 credits is required (22 credits and passing final 2 credits at Quarter 4 midterm). With special permission of principal it is possible to graduate with 22 credits if returning in Quarter 1 of the following school year in order to complete grade 12.
- Adult 12 Program: must have a total of 7 grade 12 credits (5 credits and passing final 2 credits at Quarter 4 midterm). With special permission of principal it is possible to graduate with 6 credits if returning in Quarter 1 of the following school year in order to complete the adult 12 program.
- To obtain a copy of the core curriculum requirements see Student Services. These are the minimum requirements specified by Saskatchewan Learning for successful completion of the secondary program.
- Presentation of awards will be made. As well, the valedictory address will be delivered.
- Responsibility for planning and organizing the graduation exercises rests with the school administration and staff. This includes establishing eligibility criteria, preparation of the list of eligible students, planning the program, liaison with the awards committee and the graduation committee.

COST
There is a $20 fee for gown rental for the Graduation Exercises and Tea.

GRADUATION AWARDS
The following is a list of graduation awards offered to students eligible to graduate. Please see the Main Office or the Grad Awards Committee coordinator for more information regarding criteria as well as the monetary amount designated to each award.
- Boys’ Contribution Award
- Girls’ Contribution Award
- Ralph Morris Language Arts
- Board of Education Proficiency Award – highest marks at the grade 12 level (see criteria below)
- Spirit of Nutana Scholarship (Kiwanis) – this award requires an application and proof of post secondary
registration
- Nutana Academic Achievement Award (sponsored by SaskTel) – requires proof of post secondary registration – awarded to the student with the highest academic standing
- Nutana Mentorship Award (sponsored by SaskTel) – must display significant effort and dedication to achieving overall academic excellence
- Nutana Legacy Award (sponsored by SaskTel) – this award requires proof of post secondary registration – student must display Nutana spirit through community involvement and a passion for career and academic development.
- Spirit of the Blues Award (Mystic Tie Lodge #213) – usually awarded to 1 male and 1 female
- George R Forsyth Award – this award requires an application and proof of post secondary registration by a native female
- Valedictorian Award
- Jack Seel Award

SASKATOON BOARD OF EDUCATION PROFICIENCY AWARD
Grade 9: English 9A and 9B, one Social Science, Science 9 or 10, Math 9 or 10, Phys Ed 9, two electives at any grade level ($300-$500). This award is not offered as Nutana no longer offers a Grade 9 program.
Grade 10: English 10A and 10B, History/or Social Studies 10, Math 10 or 20, Science 10 or 20, Wellness 10, two electives at 10 or 20 level ($400-$750)
Grade 11: English 20A, Math 20 or 30, one Social Science 20 or 30, Science 20 or 30, four electives at the 20 or 30 level ($500-$1000)
Grade 12: English 30A and 30B, one of History 30 or Native Studies 30, one Math 30, one Science 30, two electives at the 30 level ($1000-$1500)

AWARD OF EXCELLENCE
English A30 and B30, one of History 30 or Native Studies 30, one Math 30, one Science 30, two electives at the 30 level ($3000-$5000)

First Nations, Inuit and Métis Student Scholarships – ($1000 to $1500)

GOVERNOR GENERAL’S BRONZE ACADEMIC MEDAL
Presented to the student who achieves the highest academic average upon graduation from a secondary school in at least seven subjects at the 30 level including English 30A, English 30B, one of History 30, Social Studies 30 or Native Studies 30, one 30 level math, one 30 level science and two electives at the 30 level. The student is presented the medal at an assembly in the fall.

SASKATCHEWAN AWARDS PROGRAM – GENERAL PROFICIENCY AWARDS
Awards are determined by averaging the marks for seven 30 level courses as follows: English Language Arts 30A and 30B, one of, History 30, Social Studies 30 or Native Studies 30, one 30 level science, one 30 level math and two 30 level electives. Nutana Collegiate determines and submits seven nominations for students with the highest marks to Saskatchewan Learning. The students must provide Nutana with proof of registration in a post-secondary education program (letter of acceptance; signed confirmation of class schedule; and/or receipt for payment of fees).

ASSEMBLIES
The school periodically conducts assemblies for various purposes. They are planned to be educational, to promote activities, or to recognize student achievement. Assemblies held during school time are to be attended by all students. Students must go to their scheduled class for attendance and then proceed to the assembly. During assemblies, students are expected to practice appropriate behaviour. Be courteous to the performers, presenters, and your neighbours by remaining quiet and applauding at the appropriate time.

REPORT CARDS
Report cards will be issued four times during the academic year at the end of each Quarter. Students are expected to take the report card home to give information to parents and/or caregivers. Reports cards will not be mailed to the home.
COMPUTER NETWORK

All students can get an account on the computer network. Please check with the librarian to learn how to log on. The computer network has a large variety of application and reference programs. There are computers located in the Computer Lab, the Library, and the multimedia lab and in most classrooms. Many of the classes taught at Nutana will use the computer network. Students can also access digital still, video and audio equipment and editing software. Check with the Librarian if you are interested in using these in your classes. We do not lend equipment for personal projects.

INTERNET PROCEDURES

Internet access is available to Nutana students in the library, many classrooms and in the Career Centre. The internet is a resource that when used responsibly can enhance the learning experience. The following are guidelines for acceptable Internet use at Nutana Collegiate:

1. Access to the Internet is an individual privilege, not a right. Any student who violates the acceptable use guidelines will have his or her access removed for such period of time as deemed appropriate by staff.
2. Access to the Internet will only be available when a student is under the supervision of a teacher or responsible adult who is present in the room.

INTERNET/WIRELESS SERVICES ACCEPTABLE USE PROCEDURES

Saskatoon Public Schools believe that the use of the Internet and/or personal digital devices supports relevant and challenging life-long learning for our students. All activity conducted on hardware owned by Saskatoon Public Schools is logged. Activity logs may be viewed and used where necessary to ensure our Administrative Procedure 140 – “Computer/Online Services Acceptable Use” is followed.

To support additional learning opportunities, Saskatoon Public Schools has also provided Internet wireless access in all schools and initiated broad education efforts related to “Digital Citizenship in the 21st Century”. Students are provided with individualized computer accounts and passwords to access computers and online/wireless services to support their learning. Students who elect to bring personal digital devices to school have the ability to access the Internet with their account. This access is subject to the school's overall rules regarding personal digital devices. Examples of personal digital devices include cell phones, smart phones, MP3 players, iPods, iPads and notebook computers.

When using digital devices, students must adhere to the following principles:

- Digital devices are to be used to enhance the learning that takes place in schools. They are not to disrupt that learning.
- Digital devices are to be used in a manner that is respectful of all students and school staff. For example, students using digital devices to photograph or video any member of the school staff or students in the school without the permission of those staff or students is considered disrespectful.

1. Access to the Internet and wireless services, either with school division or personal digital devices is an individual privilege enjoyed by students, not a right.
2. A student's conduct on the Internet and wireless services, either with school division or personal digital devices, is governed by the same expectations which guide his or her behaviour at school.
3. In elementary schools, access to the Internet with school division digital devices is provided only when students are supervised.
4. In collegiates, students may access the Internet with school division digital devices without supervision.
5. If students choose to bring personal digital devices to school (at both the elementary and secondary level) they can access the Internet (whose sites have been filtered as per point 7 below) without supervision during non-instructional time (e.g. lunch hour, before or after class). During instructional time they can access the Internet with their teacher's permission.
6. Students who choose to bring personal digital devices to school should be aware of the following:
   i. In the event the digital device is used in an inappropriate manner, (or inappropriate use is suspected), the digital device itself can be confiscated and may be searched by a member of the school’s administrative team. If parents/students do not agree with this condition students should not bring the digital device to school.
   ii. Schools are not responsible for the theft or loss of personal digital devices that students may choose to bring to school.
7. Saskatoon Public Schools actively blocks access to inappropriate Internet sites. If a student deliberately seeks to access inappropriate material or uses the computer services provided in a malicious manner, the consequences are governed by the Saskatoon Public Schools’ Administrative Procedure 140 –
“Computer/Online Services Acceptable Use” - which can be found on the Saskatoon Public Schools’ public website at www.spsd.sk.ca/files/board/AdministrativeProceduresManual.pdf

Consequences are outlined in Administrative Procedure 140 and appear in the student version of the procedure as follows:

What can happen to me if I break the rules?
1. I won’t be able to use the computers.
2. I might be disciplined.
3. I might have to pay for what I broke.
4. The police may be called.

If you do not want your son/daughter to access the Internet at school, please contact the school and request the **Internet Use Denial Form**. This form is then signed by the parent or guardian and returned to the school.

SEXUAL HARASSMENT
The Saskatoon Public School Division considers itself responsible for the protection of employee and student human rights and dignity. Sexual harassment of any employee or student is an intolerable situation, which shall warrant disciplinary action and may be considered grounds for dismissal or expulsion. Students/caregivers are encouraged to report incidents of sexual harassment to one of the following:

i) School Principal/Assistant Principal
ii) Guidance Counselor (room 103)
iii) Teacher
iv) Support Our Students Centre

With the consent of the complainant, the Director of Education will be informed of this complaint in writing.

STUDENT NOTICES
Information about school activities, community events and careers is available through the daily notices. Students having items for the notices must write the notice in good form and in legible handwriting. Notices must be approved by the teacher involved with the activity or by an administrator and received in the Main Office by 9:00 a.m. Notices will be displayed on the big screen TV in the main hallway. Students should also check the whiteboards in the main hall for notices and upcoming activities.

POSTERS
All posters must be approved and left at the main office to be posted.

UNSCHEDULED TIME PERIODS
Students with an unscheduled time period must utilize the time to their advantage. During the unscheduled time students must be in the library, in a designated classroom or the Student Lounge. Students are not to be in the hallways or the smoking area. Students not utilizing unscheduled time will lose the privilege of being in the school during that time.

FIRE DRILLS, EVACUATION AND OTHER EMERGENCY PROCEDURES
In an effort to provide a safe school environment, Nutana staff and students will practice a number of emergency procedures, including fire drills, lock-downs, shelter in place and evacuation of the building.

a) Fire Drills
Instruction for evacuation of classrooms is posted on the wall in each classroom to designate the route to follow. Classroom teachers will review this with students. When an alarm occurs, student must:

i) move quickly and quietly along the designated route.
ii) cooperate by holding crash doors to facilitate ease and speed of evacuation.
iii) not return to the building until the all-clear has been sounded.

b) Lock-Down
- Students and staff will stay in their classroom or area of instruction
- Classroom doors are closed and locked
- Lights are turned off, windows are covered
- Remain in lock-down until instructed otherwise

c) Shelter in Place
- External building doors will be locked by school staff
- Students and staff are free to move around inside the building, but people cannot enter or exit the building during a shelter in-place.
In severe weather or in the case of a man-made or natural disaster, students will be evacuated. Staff will coordinate and supervise such an evacuation.

STUDENT LOST AND FOUND
There is a student lost and found located in the school. Students may claim items by checking at the Main Office and providing a description of the article. Names in books, clothing and equipment will help owners get their lost items back.

ACCIDENTS
All accidents must be reported immediately to the head secretary. Office personnel will act to ensure student comfort and safety by contacting the appropriate resource. Parents and/or caregivers will be notified as soon as possible.

STUDENT ACCIDENT INSURANCE
The Board of Education carries a policy which provides full coverage for all students while in attendance at school, participation in any school approved activity or travel to and from school or a school-based activity.

Optional coverage, available directly from the insurers, may be purchased by the family, thus coverage provides protection against injury 24 hours a day, 365 days a year.

It is the responsibility of the injured party or representatives thereof to initiate a claim. Claim forms are available from the Main Office at Nutana.

MONEY AND VALUABLES
The school carries no insurance on students’ property and cannot guarantee security of lockers. The school advises students to leave money and valuables at home. Students are advised not to bring articles such as leather jackets and MP3 players to school. If there are occasions when students must have valuable items with them at school, they should report to the office for advice as to what they should do with them for that particular day. Students are reminded to notify the Main Office immediately about the disappearance of any valuable articles. If students are aware of anyone damaging or illegally gaining access to lockers, they should report this to the Main Office. When a student is aware of any illegal activity we would strongly urge they report the incident to STUDENT CRIME STOPPERS AT 306-653-8336. Security cameras have been installed at various locations in the school to help eliminate some of the problems related to damage and theft from lockers.

THEFT
Any students in possession of stolen property may face criminal charges as determined by our police liaison officer. Students will face consequences up to and including dismissal from NCI. Student lockers may be searched at any time.

VANDALISM
Vandalism is a crime and a sign of disrespect to our school and the community. Besides destruction of property, vandalism includes the defacing of all property in and surrounding our school. At a minimum, students will restore damage and serve community service hours within our school; depending on the severity of the vandalism, students may be dismissed from NCI and/or charged. Our police liaison officer will be involved where need be.

FITNESS CENTRE
The Fitness Centre is available for workouts to all Nutana students once a safety card has been acquired (no cost). Safety clinics will be held during noon hours each Quarter to allow students to certify. The Centre is open during the noon hour.

INTRAMURALS
Students are encouraged to become involved in the gym over the noon hour. Events include scheduled and nonscheduled sports. Sports include: volleyball, basketball, soccer, floor hockey, badminton and slow pitch. Students can also sign out equipment during the noon hour for use outside the school during fall and spring.
GOOD NEIGHBOUR POLICY
We make every effort to be good neighbours and to remain welcome in the community. Students can help maintain these good relations by not littering, swearing or playing car stereos too loudly while in the vicinity of homes. We participate in community clean-up programs and also assist some elderly residents with leaf raking, snow shoveling and tree banding. These and other activities are the ways in which we demonstrate to the community our intention to be good citizens.

NUTANA COLLEGIATE MEMORIAL LIBRARY
The Nutana Collegiate Memorial Library strives to connect students and staff with resources, within and beyond the walls of the school. In addition to the many and varied books on our shelves, we guide users in how to access quality digital resources and to connect with people with a wide range of knowledge. The physical library is open from 8:30 through 4:00 from September through June, the virtual library year-round around the clock. We also partner with the Saskatoon Public Library and Saskatchewan Education to expand the scope of materials available to library users. Our library is staffed with library professionals who are happy to help patrons locate items, access on-line resources and manage their on-line accounts.

Students are allowed to sign out two library resources at a time for a two-week period and can continue to renew those as long as no one else is waiting for them. Items must be returned in a timely manner. The library also issues textbooks to students in conjunction with their classroom teachers. Textbooks must be returned at the end of each quarter. Separate records are maintained for library materials and textbooks and students failing to return borrowed items will have their borrowing privileges suspended until items are returned or paid for.

Nutana Collegiate has a rich heritage, which is nowhere more evident than through the Memorial Art Gallery, much of which is housed in the library. Guests are welcome to view the collection during regular school hours. Please check in at the school office before proceeding to the library.

NUTANA COLLEGIATE MEMORIAL ART GALLERY
During the years which followed the termination of the First World War, a general desire was prevalent to provide suitable memorials to commemorate the sacrifice of many young men. The students of the Saskatoon Collegiate Institute decided to form a memorial gallery of paintings by Canadian artists to serve not only as monuments to the twenty-nine students of this school who made the great sacrifice, but also to encourage an interest in Canadian art and an appreciation of it.

The collection has grown under succeeding principals and the collection consists of sixty or so paintings and thirty woodcuts. The interest of students and graduates has not diminished as is evident by the addition of ten paintings in the last ten years.
How it works
1. A Crime is committed in your school or neighborhood.
2. You know who was responsible or somebody who might know who was responsible.
3. Call Crime Stoppers at 1-800-222-TIPS (8477) or leave a secure tip online at www.saskatooncrimestoppers.com.
4. Your information will be taken in strict confidence. Your anonymity is guaranteed.
5. You will be given a tip number. You must keep this secret to ensure anonymity.
6. After three weeks, call back to the 1-800-222-TIPS (8477) number. Refer to your secret tip number and you will be updated as to the progress of your tip.
7. If your tip leads to the crime being solved, you will qualify for a cash reward.
8. You will be given instructions on how to receive your reward. Remember, all rewards are paid in cash since we will not have your name.

Tips for Student Security
1. Avoid bringing large amounts of money to school.
2. Avoid bringing expensive accessories to school - outerwear, jewelry, etc.
3. Students should not reveal their lock combination to anyone.
4. Students lockers should be closed and locked at all times unless they are present.
5. During physical education classes and athletic events ensure that all personal belongings are locked in a gym locker or a basket.
6. Bicycles brought to school should be properly secured in the bicycle parking area.
7. Portable audio equipment should not be left visible in your parked car while at school.
8. During school events do not leave valuables on the bleachers or seats if you leave for a while.
9. Whenever possible mark all personal belongings.
10. Report all acts of theft, vandalism, violence, and alcohol or drug abuse in and around your school administration.
PHONE NUMBERS

YOUTH CLUBS/PROGRAMS
Indian and Metis Friendship Centre ................................................................. 306-244-0174
168 Wall Street S7K 1N4
EGADZ Youth Centre ................................................................. 306-931-6644
301 First Ave North S7K 1X5
Maggie’s Childcare for Teen Parents ................................................................. 306-665-5721
820 - 9th Avenue North S7K 2Z2
Oskayak (Joe Duquette) High School ................................................................. 306-659-7730
919 Broadway Avenue S7N 1B8
Youth Services Program ................................................................. 306-655-4900
311 - 20th Street East S7K 0A9
Community Clinic - Westside ................................................................. 306-664-4310
631 - 20th Street West S7M 0X8
Al-Anon ........................................................................................................... 306-665-3838
601 Spadina Crescent S7K 3G9
Addiction Services ......................................................................................... 306-665-4100
Suite 156 - 122 3rd Ave North S7L 2H6
Alcoholics Anonymous .................................................................................... 306-655-6727
311 - 220 - 3rd Ave South S7K 1M1
Narcotics Anonymous ...................................................................................... 306-652-5216
Box 9718 S7K 7G5
Metis Addictions Council ............................................................................. 306-652-8951
335 Ave G South S7M 1V2
YWCA Emergency Housing Program ............................................................. 306-244-2844
510 - 25th St E S7K 4A7
YWCA ........................................................................................................... 306-244-0944
510 - 25th St E S7K 4A7
YMCA ........................................................................................................... 306-652-7515
25 - 22nd St E S7K 0C7

ABORIGINAL ORGANIZATIONS
Federation of Saskatchewan Indian Nations .................................................... 306-665-1215
100 - 103A Packham Avenue S7N 4K4
Saskatchewan Indian Cultural Centre ............................................................. 306-244-1146
120 - 33rd Street East S7K 0S2
Saskatchewan Indian Institute of Technologies ............................................ 306-244-4444
118 - 335 Packham Avenue S7N 4S1
Metis Nation of Saskatchewan ....................................................................... 306-343-8285
219 Robin Crescent S7L 6M8
Gabriel Dumont Institute ................................................................................ 306-934-4941
2 - 604 - 22nd Street West S7M 5W1
Saskatchewan Indian Federated College ........................................................ 306-931-1800
710 Duke Street S7K 0P8
Lucky Man Cree Nation ................................................................................... 306-374-2828
103 - 103B Packham Avenue S7N 4K4
Saskatoon Tribal Council ................................................................................ 306-956-6100
200 – 335 Packham Avenue S7N 4S1
Saskatoon Tribal Council, Urban Office .......................................................... 306-477-9333
Employment & Training Services - 229 Fourth Avenue South S7K 4K3
White Buffalo Youth Lodge ............................................................................. 306-653-7676
602 - 20th Street West S7M 0ZX2
### OTHER SERVICES

**Saskatchewan Polytechnic**
- Kelsey Campus - P.O. Box 1520 S7K 3R5 .......................................................... 306-933-6350
- Radius Community Center .................................................................................... 306-665-0362
  - 200 - 245 - 3rd Ave South S7K 1M4
- Alisa Favel .......................................................... 306-683-8326
  - Coordinator FNIM, Saskatoon Public School Division
  - 310 - 21st Street East S7K 1M7
- City Transit ........................................................................................................... 306-975-3100
- 226 - 23rd Street East S7K 0J4
- **Saskatoon Public Library** .................................................................................. 306-975-7558
  - 311 - 23rd Street East

### COMMUNITY SERVICES

**AIDS Saskatoon** .................................................................................................... 306-242-5005
- 130A Idylwyld Drive North S7L 0Y7

**Hospitals**

- **City** .................................................................................................................... 306-655-8000
- 701 Queen Street S7K 0M7
- **St. Paul’s** ........................................................................................................... 306-655-5000
- 1702 - 20th Street West S7M 0Z9
- **Royal University** ................................................................................................ 306-655-1000
- 103 Hospital Drive S7N 0W8

**Poison Control Centre** ....................................................................................... 1-866-454-1212

**Police (Inquiries)** ................................................................................................ 306-975-8300
- P.O. Box 1728 S7K 3R6

**Saskatchewan Drug Info Centre** ...................................................................... 306-966-6378

**Saskatoon Crime Stoppers** ................................................................................. 306-931-8477

**Saskatoon District Health - Public Health**

- **Healthy Mom - Healthy Baby** ............................................................................ 306-655-4633
  - 122 - 3rd Avenue North S7K 2H6

**Salvation Army: Community Centre** ................................................................. 306-242-6833
- 339 Avenue C South S7M 1N5

**DCR (Department of Community Resources)**

**Inquiries:**

- **Sturdy Stone - Family Services** ....................................................................... 306-933-5961
  - 122 - 3rd Avenue North S7K 2H6
- **Income Assistance** .......................................................................................... 306-933-5960
  - 160 – 2nd Avenue South S7K 2H6

**Child Day Care:**

- **Information** ....................................................................................................... 306-933-6071
  - 122 - 3rd Avenue North S7K 2H6
- **Subsidies** ........................................................................................................... 1-800-667-7155

**Emergency Child Abuse Intake Crisis Line** ..................................................... 306-933-6077

**Community Living** ............................................................................................ 306-477-2171
- 1932 St George Ave S7M 0K5

**Corrections & Public Safety**

- **Kilburn Hall** .................................................................................................... 306-933-5510
  - 1302 Kilburn Avenue S7M 0J7
- **Young Offenders Program** ............................................................................. 306-933-6052
  - 122 - 3rd Avenue North S7K 2H6
- **Vital Statistics (Regina)** ................................................................................... 1-306-787-3092

**Family Services Saskatoon** ............................................................................... 306-244-0127
- 102 - 506 - 25th Street East S7K 4A7
**GENERAL HEALTH NUMBERS**

Health Hotline .......................................................................................................................... 811
Crisis Nursery ............................................................................................................................ 306-242-2433
1020 Victoria Avenue South S7N 0Z8
Mental Health Services ............................................................................................................. 306-655-7950
715 Queen Street S7K 4X4
Mobile Crisis Line ..................................................................................................................... 306-933-6200
After 5:00 p.m. Mon – Fri, & Weekends
Sexual Assault and Information Centre .................................................................................... 306-244-2294
201 - 506 - 25th Street East S7K 4A7
24 Hour Crisis Line .................................................................................................................. 306-244-2224
Domestic Abuse Outreach Program .......................................................................................... 306-933-7751
315 Ave M South S7M 2K5
Saskatoon Interval House .......................................................................................................... 306-244-0185
712 Victoria Avenue S7N 0Z2
Kids Help Phone ....................................................................................................................... 1-800-668-6868
Drop-in Birth Control Clinic ...................................................................................................... 306-655-4642
100 - 310 Idylwyld Drive North S7L 0Z2
Thursday 6:00 – 8:00 p.m.
Planned Parenthood ................................................................................................................... 306-244-7989
314 - 220 - 3rd Avenue South S7K 1M1
Monday 1:00 – 9:00 p.m.; Tuesday 7:00 – 9:00
STI Clinic ................................................................................................................................... 306-655-4642
100 - 310 Idylwyld Drive North S7L 0Z2
Monday, Tuesday, Thursday, Friday 1:00 – 4:00 p.m.
Private Free HIV Testing ........................................................................................................... 306-655-4642
100 - 310 Idylwyld Drive North S7L 0Z2
Monday, Tuesday, Thursday, Friday 1:00 – 4:00 p.m.
Street Outreach Van .................................................................................................................. 306-221-2442
Tuesday, Wednesday, Thursday, Friday 7:00 – 11:30 p.m.
Gay & Lesbian Health Services ............................................................................................... 306-665-1224
203 - 220 - 3rd Avenue South S7K 1M1
Facts of Life Hotline ................................................................................................................. 1-800-588-3228

**SCHOOL NUMBERS**

General School Number ............................................................................................................. 306-683-7580
Attendance .................................................................................................................................. 306-683-7585
Student Services ......................................................................................................................... 306-683-7586
Daycare ...................................................................................................................................... 306-683-8354
Jacoby Centre ............................................................................................................................. 306-683-8379
Nurse Practitioner, E-mail: Karen.Hart@saskatoonhealthregion.ca ........................................... 306-655-4565
School Coordinator / ISLS ......................................................................................................... 306-683-7587

Karen.Hart@saskatoonhealthregion.ca