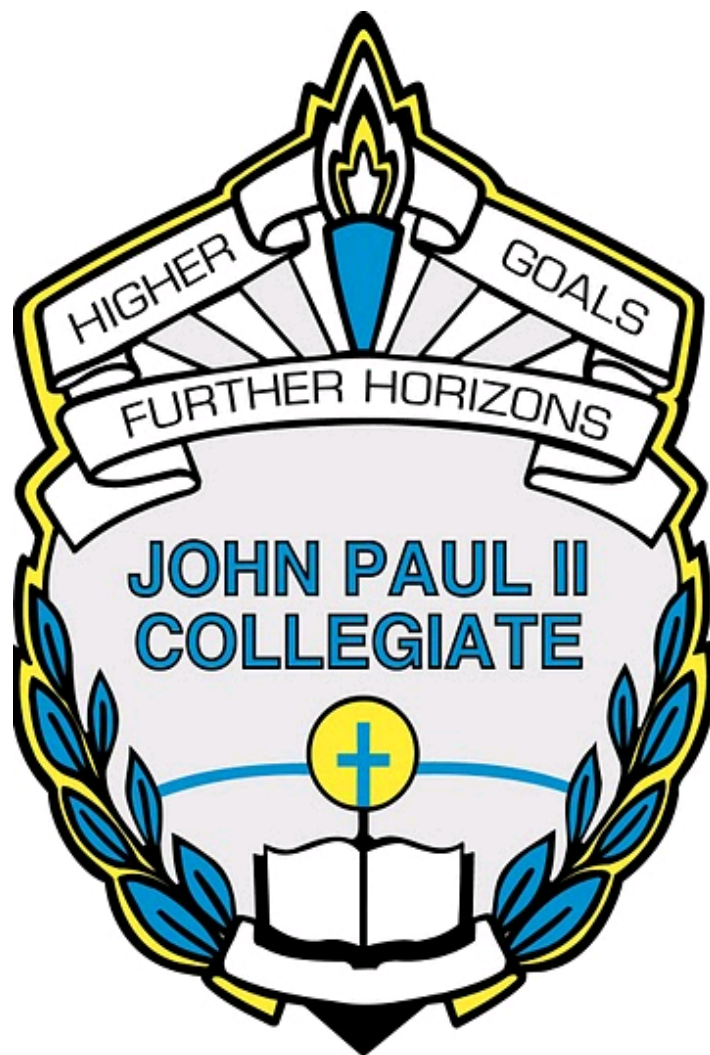


Student Handbook



2025 – 2026

UPDATED AUGUST 27th, 2025

Forward to Handbook

Welcome to the community of John Paul II Collegiate. This handbook's contents were prepared for students and parents/guardians to provide essential information, rules, regulations, and procedures for our high school. It is our sincere desire to become co-educators of our youth, as we navigate through this year. Parents/guardians are welcome to make an appointment at any time to discuss their students' progress with the administration. After reading this handbook you may still have some questions or concerns. Please do not hesitate to ask. We eagerly anticipate working with you in the coming school year.

Mr. B. Yockey, Principal
Mrs. K. Kirby, Vice-Principal
Mr. F. Donahue, Vice Principal

Phone: 306-446-2232, Fax: 306-446-2232
<https://jp2.loccsd.ca>

ATTENDANCE:
306-446-2232
Ms. N. Chmelnyk

Ms. Rena Fauchon
Mental Health Capacity Building Promoter (MHCB)

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Mission, Vision, and Core Values

Mission

John Paul II is a community centered on Christ, committed to success for every student.

Vision

John Paul II is a bilingual Catholic high school providing opportunities for intellectual, social, physical, and spiritual growth.

Core Values

What we believe in and how we will act – with our community and with each other

1. **Servant leadership** – empowering and serving those we lead
2. **Innovation** – daring to be great by stepping out of the box
3. **Collaboration** – valuing the gifts and talents of our students and staff
4. **Accountability** – to each as a community
5. **Equity and inclusiveness** – recognizing dignity and potential in everyone. We are a Catholic school, not a school for Catholics
6. **Respect** – respecting our resources, perspectives and differences
7. **Relationships** – valuing the individual and community

SCHOOL PHILOSOPHY

John Paul II Collegiate is a Catholic High School serving the needs of parents/guardians and students of the Battlefords and area. With Christ as our model, we are a community with a distinct purpose. Our vision is to integrate Catholic values in the intellectual, social, physical and spiritual development of our Christian Community. Because of our Catholic identity we emphasize these values:

FAITH: We believe in a God who loves us. We believe in the mystery of the Trinity: the Father who created us, the Son, Jesus Christ, who died and rose for us, and the Holy Spirit who guides

us. Faith and prayer are real and necessary in all endeavours.

LOVE: Our love is a conscious decision to serve God and others. As a loving community, we foster kindness, generosity, forgiveness, and peace.

HOPE: We trust in the goodness of humanity, under the eternal guidance of God. We believe in the Resurrection and everlasting life.

FAMILY: With Jesus, Mary, and Joseph as our models, we believe family is the basic unit of society. We are an extension of a Christian family.

RESPECT: We respect all God's creation. We defend all human life from conception to natural death. Self-respect, respect of others, and respect for property are essential in our community.

HONESTY: Honesty, truth, justice, and equality are fundamental.

KNOWLEDGE: We value the desire to learn, the realization of talents, and the achievement of personal potential. We encourage objective, creative, and critical thinking.

The community of John Paul II Collegiate is committed to the pursuit of excellence in the development of our intellectual, social, physical, and spiritual lives.

HOW ARE WE UNIQUE

We offer the same core program as other public secondary schools, and our students graduate with a Saskatchewan High School Diploma. However, John Paul II Collegiate is unique in several ways:

- All subjects are taught from a Catholic perspective, and Catholic values are part of everything that students learn.
- All students study Christian Ethics (Grade 8) or Catholic Studies (Grades 9-12) every year.
- Students participate in daily prayer, reflection and other activities that develop their Catholic faith.

SCHOOL SERVICES

Administrative Services - the main office is located on the main floor of the school and is open from 8:00 A.M. to 4:30 P.M. All visitors and guests are requested to report directly to the school office for information and assistance.

Counselling Services - the Guidance Office and Program Coordinator provide a wide range of support services to students, teachers and parents. The Counsellors can assist students in the following areas: personal and social concerns, knowledge and understanding of life roles (family, education, work, leisure), identifying and using community resources; planning of high school programs; planning post-secondary programs, scholarship opportunities; career counselling, orientating new students to the school and assisting with students who transfer to other schools. Individual counselling is confidential; however, when necessary, the counsellor may wish to consult with teachers, parents, administrators, social services personnel or professional psychological services. Every attempt is made to protect the privacy of the individual student. Two Full-time Personal Counselors and a ½ time Career Counselor are available and an RCMP Liaison Officer is available 1/3 time.

School Chaplain - John Paul II is a special faith community that requires the services of a Chaplain – Fr. Greg Elder, who works with students to plan and carry out various liturgical events. The Chaplain provides some personal counselling, especially in times of grief. The chaplain works with home rooms and Christian Ethics and Catholic Studies classes by providing class masses and visits. He will also lead us in Morning Prayer and noon grace, all while providing guidance.

Resource Centre Services – John Paul II has a newly renovated space that includes a new cafeteria, common area, performing arts stage, computer lab and library. Students are welcome to use these spaces before school, lunch hours, and during spares. All library books are signed out and returned through the library office. There is no food or drink allowed in the computer lab or library. The computer lab is to be used for class instruction and to complete assignments. Playing games and using social media is prohibited.



Food Services - the servery is open daily to provide a nutritious noon lunch for the students of John Paul II Collegiate at a reasonable price. Students also can purchase easy breakfast items. Students can purchase a quick snack and/or drink during spares **but the Servery will stop selling meals at 12:50pm.**

Braided Journeys – The Braided Journeys Program is a program created by our Graduation Coach, Mr. Jean Fauchon. Its focus is inclusivity of students at JP II, along with supporting academics to attain a Grade 12 diploma.

POP /MHCB – The **POP (Place of Positivity) program is with the Mental Health Capacity Building Initiative funded by the provincial government.** The program offers various events and classroom visits to inform and support students in positive lifestyle choices, being contributing members of society, and inclusiveness for all.

LEARNING FOR STUDENTS

As we navigate through the school year, students are encouraged to attend class regularly. Statistics and research show that the best way to ensure success is to attend classes consistently. We understand that situations arise, and students may be away from class for a period of time. Students who are at home for any reason and length of time will have access to the material available posted by the teacher in EDSBY. This will allow students to remain active in classes during situations that prevent them from attending in person. It is not the expectation of LOCCS to have our teachers double teach. Please use EDSBY and stay in close contact with your teachers when absent from classes. (See Attendance Policy)

ADULT STUDENTS

Students wishing to return to school to retake courses or enroll in courses they missed will be subject to the following conditions:

Students will come for classes they enroll in, and then leave. No loitering will be allowed. If mid-term mark(s) - in case of repeating a class - is not higher than previous final mark, the student may be asked to withdraw by school administration. The Attendance Policy will be adhered to very strictly.

PLAGIARISM POLICY

Plagiarism can be defined as submitting another person's ideas, words, images, or data without giving that person credit or proper acknowledgement. Plagiarism, a form of academic dishonesty, is equivalent to stealing and will not be tolerated. Because of the increased prevalence and the ease of copying other people's work, students need to understand how to maintain their integrity and academic standards.

You should be aware that you have committed plagiarism when you:

- Use phrases, quotes, or ideas not your own. (Use of AI)
- Paraphrase the word of another, even though you may have changed the wording or sentence structure.
- Submit a paper written for another class (academic dishonesty)
- Submit a paper from an essay service or agency, even though you may have paid for it
- Submit a paper by another person even though he or she may have given you permission to use it.
- Directly copy an assignment from another student, either with or without his or her permission
- Give an assignment to another student to copy in whole or in part and claim as his or her own.

“Cutting and pasting” does not “cut it” in the academic or the real world.

The issue of plagiarism is not new, but has become increasingly difficult to monitor, due to the ease of “cutting and pasting” and the use of “AI” from the internet. However, there are now many online tools institutions can utilize to detect plagiarism. Besides the lack of honesty involved, consequences can include being expelled from a university or college or in some cases, loss of employment.

Be aware that plagiarism may be applied to ALL assignments in class, not just papers. This includes (but is not limited to) worksheets, tests, quizzes, and bookwork. Students are expected to complete their own work. If students do not understand an assignment or do not have time to do it, they need to see the teacher rather than turning in plagiarized work.

If students do not understand an assignment or do not have time to do it, they need to see the teacher rather than turning in plagiarized work. If students are not sure how to cite something, they must see the teacher!

Consequences

When a student commits an act of plagiarism:

- The teacher clearly reviews the meaning of plagiarism and how to avoid it.
- The student will redo the assignment according to the teacher's instructions, and notify both the parents/guardians and the admin.
- In the case of further offenses, parents/guardians will be notified and the admin will apply the appropriate consequences which may also include a meeting with the family.

References

(<http://www.edu.pe.ca/westisle/information/policies/plagiarism.pdf>)

(<http://qchs.ca/student-resources/code-of-conduct/plagiarism/>)

GRADES 8, 9

During Scheduled Exam times at the end of Semester 1 and Semester 2 Grade 8 and 9 students will complete a final assessment in each of their classes. The teacher in each class will decide on the composition of that final assessment.

GRADE 12 GRADUATION REQUIREMENTS

Graduating from John Paul II Collegiate is seen by the staff and students of this school as recognition of the achievement of the grade twelve students. This activity is a privilege that should be awarded to those grade twelve students who meet the following criteria as set out by the staff of John Paul II Collegiate:



- 1.1 Passing marks in all subjects necessary for a grade twelve standing from the Department of Education/John Paul II Collegiate at the end of Semester One and at the mid-term of Semester Two.
- 1.2 The following Criteria is used to determine averages for Graduation Awards and Honour Roll: English 30A, English 30B, Catholic Studies 30, Best 30 Level Canadian Studies, Best 30 Level Math, Best 30 Level Science, Best 30 Level Elective. If no 30 Level Math or Science is taken, the 20 level courses will be used. (French Immersion student averages include the French class that is equivalent to the English program)

Further, any students who have not met the requirements as set out below will not be eligible to graduate in that school year:

- 2.1 Any failure of any subject in Semester One that is a compulsory requirement either by the Ministry of Education or John Paul II Collegiate, and not able to be rescheduled in Semester Two will render the student ineligible to graduate in that year.
- 2.2 Withdrawal from a class due to attendance or excessive lates may render that student ineligible to graduate in that year. The final decision will be made by administration, guidance, and teachers involved.
- 2.3 Any student who has been suspended from school for a serious misconduct may be ineligible to participate in graduation ceremonies for that year.
- 2.4 Any student who has not paid their school fees may be ineligible to participate in graduation ceremonies for that year.

John Paul II Collegiate reserves the right to allow a student to graduate with an honorary graduation certificate due to extenuating circumstances provided the student meets the requirements of the intention of this policy.

STUDENT EXPECTATIONS

All segments of society have rules which 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 general good conduct. Offending students will experience consequences in keeping with the seriousness of the offence. Rules are not made to be broken. We expect each person to cooperate to make John Paul II Collegiate a safe environment in which to grow, to enjoy, and to learn.

At John Paul II Collegiate, participation in Masses and religious celebrations is an essential part of our school's faith community and Catholic identity. Attendance at these celebrations is **mandatory for all students**, as they provide meaningful opportunities for spiritual growth, reflection, and the strengthening of our shared values. Through active participation in liturgies, prayer services, and other faith-based events, students deepen their understanding of their own spirituality and foster a sense of belonging within the school community. These experiences are integral to the holistic education offered at John Paul II Collegiate, nurturing both faith and character as central aspects of student development.

Students who do not attend scheduled school wide Masses or religious celebrations—whether the absence is excused or unexcused—will be required to attend a make-up Mass or celebration at noon in the Chapel, ensuring that all students take part in and benefit from the spiritual life of the school.



GENERAL STUDENT INFORMATION

Entrance/Exit Doors

- Main doors by office
- Student entrance doors by gym
- Chapel doors or Student Parking Lot Doors

***In case of emergency, follow emergency exits located in the Emergency Preparedness duotang in the folder by your classroom door. Please inform students of the emergency evacuation plan from your room.*

Prayer Times

Prayers will be provided by Father Greg or administration.

- Morning Prayer – 9:00am
- Noon Prayer – 11:47am

BELL SCHEDULE

Regular Days

Period 1- 9:00 - 9:57
Period 2- 10:01 - 10:52
Period 3- 10:56 - 11:47
Lunch- 11:47 - 12:47
Period 4- 12:47 - 1:40
Period 5- 1:44 - 2:35
Period 6- 2:39 - 3:30

Early Dismissal days

Period 1- 9:00 - 9:38
Period 2- 9:42 - 10:20
Period 3- 10:24 - 11:02
Period 4- 11:06 - 11:44
Lunch- 11:44 - 12:44
Period 5- 12:44 - 1:20
Period 6- 1:24 - 2:00

Lunch Routine

Students are able to leave the building for lunch.

Designated Bathrooms

During instructional class periods, we ask that students use the washroom on the same floor as the class they are attending.

Gym Washrooms - used by students while in PE class.

There are 2 sets of gender-neutral washrooms on 1st floor. There is one set across from the gym and another set in the hallway by Room 130.

There are also washrooms on 2nd, 3rd and 4th floors

Washrooms in AEP and FI - AEP and FI students

Library

Newly Renovated and open during regular school hours. Students on Spare are welcome to work and study in this space. Please be advised there is no Food or drink allowed in the library space.

Flow of Traffic

The flow of traffic will be 2-way in all hallways and stairwells. Please ensure you are following rules of the road and passing people on the left and maintaining distance.

LEAVING DURING THE DAY

Parents and students are encouraged to arrange medical, dental and other appointments outside school hours. Students who must leave school during class time require prior parent/guardian permission - a phone call or note to the office. **A student who does not have prior parent/guardian approval, must get permission to leave school from the administration or guidance.**

If a student leaves and returns during the school day, they must re-enter through the main door by the office and check back in before going to class. This is to ensure the safety of all staff and students.

Student Responsibilities

1. To follow the example of Jesus in showing respect for yourself, others, authority, and property.
2. To be punctual and attend regularly.
3. To be prepared for classes and do assignments.
4. To practice common sense and reason in all aspects of school life.

Fulfilling the above responsibilities will entitle the student to the following **RIGHTS**.

1. To learning.
2. To a safe environment physically, psychologically, and spiritually.
3. To be who he/she is and to grow as an individual.
4. To kind, reasonable, and fair treatment.

NOT fulfilling the above responsibilities may result in the following **CONSEQUENCES**:

1. Be denied access to class.
2. Parental contact.
3. Suspension.
4. Referral to outside agency.
5. Failure.
6. Expulsion.

SUBSTANCE ABUSE

Smoking/Vaping Regulations - this policy refers to smoking and any other tobacco products, and reference to “smoking” includes all tobacco products, including E-cigarettes. John Paul II Collegiate strongly discourages anyone from smoking or vaping. Therefore, to promote healthy living, John Paul II Collegiate will be a smoke-free school. Notices are posted at all entrances and in prominent locations within the school indicating that smoking/vaping is prohibited in John Paul II Collegiate and on all school property.

Penalties:

A. FIRST OFFENCE: Possible immediate suspension from classes and school activities.

Reinstatement will occur only after contact with parents and students to review policy and identify consequences of further transgressions.

SECOND OFFENCE: Possible immediate suspension plus suspension from all school activities for balance of school year. Reinstatement will occur only after meeting with parents and student.

THIRD OFFENCE: Possible indefinite suspension, with recommendation to Board of Education for expulsion to end of school year.

B. For individuals or groups who break smoking regulations:

The Board of Education reserves the right to withdraw all privileges of the use of school and property of any individual or groups who do not abide by the Collegiate's non-smoking regulation. *Tobacco products and E- cigarettes (including paraphernalia) which a student makes known that he/she is in possession of on school grounds may be confiscated and the parent/guardian will be notified to retrieve the item(s).*

Alcohol and Other Drugs

The staff of John Paul II Collegiate recognizes that drug and alcohol abuse is a serious problem in today's society, and that substance abuse not only has a negative impact on performance at school, but can also have horrendous lifelong effects. The staff, therefore, wishes to address this issue in a proactive way. As a Catholic school, it is our responsibility to be strong in our stand against substance abuse. We will continue to address drug abuse from an educational perspective. However, if we are given reason to believe that any of our students may be involved with drugs or alcohol, we will deal with it on a personal, individual basis. If necessary, school administration will request a meeting with the parents and inform them of the concerns. Should discussions deem further steps, actions will be determined on an individual basis.

Possession and/or evidence of drugs or alcohol on school property or during any school sponsored activity is strictly forbidden. If a student is suspected of being in possession or under the influence of drugs or alcohol, he/she will be brought to the office. Parents will be contacted and asked to come to the school. The parents will be asked to assess the situation and explain the behaviour of their son/daughter. If it is determined that the student was or is in possession or under the influence of drugs or alcohol, any or all of the following consequences could result:

1. Expulsion from school.
2. Multiple day suspension from school.
3. Referral to addiction counselling with reinstatement or continued enrollment at school conditional on successful completion of counselling program.

Locker Regulations

Grade 8 and 9 students will be assigned a locker by their homeroom teacher. Grade 10, 11, and 12 students can request a locker, and a locker will be assigned to them.

Dress Code

Students are expected to be dressed to show good taste and judgment.

- Shorts and skirts of reasonable length are permitted. The guiding rule is that all shorts and skirts must not be above the fingertips when arms hang naturally at a person's side. Clothing needs to be functional so that students can move freely without physically overexposing themselves.



- All sleeveless garments must have a shoulder strap no less than 5 centimeters wide. No spaghetti straps. No racer-back shirts.
- No undergarments should ever be exposed.
- No bare midriffs. No "muscle shirts".
- Clothing with vulgar or inappropriate sayings or graphics will not be permitted.
- Students must not wear caps, hats, or any other headgear inside the school. Bandanas are not permitted. Wearing or displaying clothing, colors, or symbols that indicate gang activity or affiliation is prohibited.
- Bare feet are not permitted.
- Students who do not adhere to the dress code will not be allowed into class until they have changed into appropriate clothing.
- Students not adhering to the dress code will be referred to guidance / administration. Recurring violations of the dress code will result in disciplinary action.

Theft/Vandalism

Theft or vandalism will be dealt with in a manner befitting the crime. Consequences may include suspension and/or criminal charges. Students are encouraged to report crimes to school administration, or the Student Crime Stopper number (1-800-715-5554).

Behaviour in Neighbourhood

John Paul II Collegiate enjoys a positive relationship with its neighbours. We have this relationship because our students are expected to respect our neighbours and their property by being courteous and polite, and by not cutting across their lawns, blocking their driveways, or throwing garbage into their yards. Students are responsible to the school for behaviour to and from school and during breaks. Any serious misbehaviour in the neighbourhood surrounding John Paul II Collegiate, such as the corner stores, church yards, and private yards, may result in the immediate suspension of the student(s) involved.

Weapons

Weapons or any items that may be perceived as a weapon (i.e. fake guns) are not allowed in school or on school grounds. Should a student(s) have a weapon at school this may result in the immediate suspension of the student(s) involved. The RCMP may be notified and the item may be confiscated.

Extracurricular Activities

Extracurricular activities are a big part of the John Paul II School Community. Please follow announcements on EDSBY as to when and where team tryouts and club meetings take place. We encourage all students to get involved in extracurricular activities that they are interested in.

Fighting

Students are responsible to the school for their behavior from the time they leave for school in the morning until they arrive home in the afternoon. This includes spares and noon hours. Any intimidation (verbal or physical), bullying or fighting on or off school property may result in the immediate suspension of the students involved.

Obscenity

Obscenities and profanity (written or verbal) will NOT be tolerated and may result in suspension.

Student Suspension

Any student suspended from school may not return until a meeting between parents/guardians/administration to discuss return conditions and continued enrollment has occurred.

School Fees - students are assessed a fee of \$30.00 a year. Additional fees depend upon the student's choice of subjects. Fees will be provided as soon as possible, as we are moving to an online option – School Cash Online. Please find the link to create your account on our website at jp2@locbsd.ca

Textbooks - all students must obtain textbooks for each class. These texts are issued twice a year (September and February) by classroom teachers. All students will be held accountable for their textbooks' condition. The refundable textbook usage fee of \$25.00 is assessed to ensure books are returned in good condition. Lost or damaged books (including graffiti) will result in the loss of this caution fee plus any additional costs incurred to cover the replacement of such books.

School Cleanliness

Much of the credit for the beautiful condition of the school and grounds goes to the students. Students are expected to do their part in keeping the school clean and free of damage. Students are expected to take pride and ownership in their school. Garbage cans are appropriately placed in hallways. Let's use them. Food and beverages may be consumed only in student commons. Sunflower seeds and slurpies are not allowed in the school.

School Use

No student or groups of students are allowed in the building after hours unless they are directly responsible to a teacher who is also in the building.

Student Parking

Students are to park in designated parking lots only. Please avoid parking in front of the school garage. Vehicles are to be used only as transportation to and from school. Visiting, eating lunches, smoking, and loud music are not permitted in parked vehicles. Vehicles not parked in designated student lots will be ticketed or towed.

Student Visitors

Students from other schools are **not allowed** in John Paul II Collegiate during the school day.

Student Property

The school is not responsible for personal property (jewelery, cell phones, etc.).

Student Announcements/Posters

All announcements and/or posters must be approved at the main office prior posting on bulletin boards and/or **EDSBY**.

John Paul II Personal Electronic Device Policy Sept 2/24

CODE OF CONDUCT

Light of Christ Catholic School Division and John Paul II recognize the value of educational technology towards improving student learning. In this context, smartphones/personal technology have the potential to be a powerful complement to the learning environment when aligned with responsible use and digital citizenship.



To support this belief John Paul II will limit the use of personal electronic devices during instructional time by students.

Definitions:

Personal electronic devices include, but are not limited to, cell phones, smartphones, tablets, computers, smartwatches and portable video game systems.

The following code of conduct sets out John Paul II procedures on the use of personal electronic devices at school.

- Students in Grade 8-12 shall not use personal electronic devices during instructional time. Instructional time is defined as the time a class starts to the time a class ends as per the John Paul II bell schedule for periods 1-6. (Please note the difference in bell schedule for early dismissal days.)
- Personal electronic devices are not permitted during instructional time gatherings: school masses, school assemblies, pep rallies, guest speakers.
- If parents/guardians need to contact a student during instructional time please contact the school.
- Personal electronic devices owned by students must be turned off or put on silent mode and

stored out of view during instructional time. Students are strongly encouraged to use the designated location for personal electronic device storage during instructional time provided by staff.

- Students are permitted to use their personal electronic devices prior to school, during lunch, spares, during breaks, and after school.
- As per the Ministry of Education policy teachers of students in Grades 9 to 12 are permitted to identify specific instructional purposes for students to use personal electronic devices in their classroom by requesting permission from the Principal.
- Exemptions approved by the school superintendent/principal may be made when the device is required for specific medical conditions or for documented accommodations related to additional needs. This requires documentation aligned with Light of Christ Catholic School Division's procedures related to medical or educational accommodations.
- Staff will communicate effectively with students to avoid any misunderstandings when they are using their personal electronic devices for any purpose such as but not limited to safety, to issue homework, to take attendance, or to use multi-factor authentication to access a learning resource

Disciplinary Action

1st offense- Personal electronic device(s) may be taken by staff member(s) until the end of the instructional period.

2nd offense- Personal electronic device(s) will be taken and brought to the office. The personal electronic device(s) can be retrieved by the student from the office at the end of the instructional day (3:30) or (2:00)-early dismissal days. Legal guardian(s) will be contacted informing them of the situation.

3rd offense- Personal electronic device(s) is brought to the office. The device may be retrieved at the end of the instructional day (3:30) or (2:00)- early dismissal days by a parent/guardian.

The school is not responsible for any lost, stolen or damaged personal electronic device.

John Paul II recognizes the value in using personal devices for educational purposes when aligned with responsible use and digital citizenship.

This policy is not intended to be punitive in nature, but please be aware that repeated inappropriate use of any personal electronic devices will result in the administration of appropriate disciplinary action as outlined in the student handbook and may result in disciplinary action up to and including confiscation, detention, suspension or expulsion.

Where information that could pertain to issues of safety and/or criminal activity is believed to exist on personal electronic devices, the devices may be accessed, the information reviewed, and the devices may be confiscated for further investigation by the school and/or by police authorities.

Fire Drills and Emergency Evacuation

The school has an Emergency Preparedness Plan in place. Instructions for evacuation of classrooms is posted on the wall in each classroom to designate the route to follow. Students will have these reviewed by classroom teachers. When an alarm occurs, students must: move quickly and quietly along the designated route, cooperate by holding crash doors to facilitate ease and speed of evacuation, move well away from the exit doors and the building, and not return to the building until the all-clear has been sounded. In severe weather or in case of a man-made or natural disaster, students will be evacuated to Ecole Monseigneur Blaise Morand. Staff will coordinate and supervise such an evacuation. Emergency Evacuation supersedes the day to day Entrance/Exit procedures.

Accidents

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

ACADEMIC INFORMATION

GRADE 8 PROGRAM - English

Compulsory: Language Arts (2), Mathematics (2), Science, Social Studies, Phys. Ed., Catholic Studies, Health / Guidance, Arts Ed.

Electives: Home Economics, Industrial Arts, Arts Ed, Band.

GRADE 8 PROGRAM - French Immersion

Compulsory in French: Language Arts (2), Physical Education (2), Social Studies, Catholic Studies, Health & Career

Compulsory in English: Language Arts (2), Science, Arts Ed., Math, PAA IA or PAA H.Ec

GRADE 9 PROGRAM - English

Compulsory: Language Arts (2), Mathematics (2), Science, Social Studies, Phys. Ed., Catholic Studies, Health / Guidance, Art Ed

Electives: Home Economics, Industrial Arts, RTI Math, RTI ELA rotation

GRADE 9 PROGRAM - French Immersion

Compulsory in French: Language Arts (2), Phys. Ed., Social Studies, Catholic Studies, Arts Education.

Compulsory in English: Language Arts (2), Science, Math, PAA IA or PAA H.Ec

GRADE 10 COURSE OFFERINGS - English

Band, Catholic Studies, English Language Arts A10 & B10, Financial Literacy 10, History, Native Studies, Mental Health and Addictions, Workplace & Apprenticeship Math, Foundations of Math and Pre-Calculus 10, Communication Media, PAA IA10 Industrial Arts, PAA B10 Home Ec., Science, Social Studies, Wellness, Emergency Responder.

GRADE 10 COURSE OFFERINGS - French

Etudes Catholiques, Francais Immersion, Histoire 10, Litteratie financiere 10, Tourisme 10, Histoire 20.

GRADE 11 COURSE OFFERINGS - English

Art, Band, Catholic Studies, Computer Science, English Language Arts A20, Law, Workplace Math 20, Foundations Math 20, Pre-Calculus 20, Music, Band, Native Studies, PAA A20 Industrial Arts, Physical Education, Psychology, PreAP Psychology, Social Studies, Career & Work Exploration, Environmental Science, Physical Science, Health Science, Outdoor Leadership 20L, Financial Literacy 20.

GRADE 11 COURSE OFFERINGS - French

Etudes Catholiques, Francais Immersion 20, (Le Droit 30, Sciences Sociales Immersion 30), Francais Immersion B20.

GRADE 12 COURSE OFFERINGS - English

Art, Band, Biology, AP Calculus, AP English Language B30, AP Visual Art, AP Psychology 30, Chemistry, Catholic Studies, Computer Science, Language Arts A30, Language Arts B30, Communication Media 30, History, History 30, Law, Music, Band, Native Studies 30, PAA A30 Industrial Arts, PAA B30 Home Ec, Food Studies 30, Physical Education, Physics, AP Psychology, Career & Work Exploration, Workplace Math 30, Foundations Math 30, Pre-Calculus 30, AP Calculus 30.

GRADE 12 COURSE OFFERINGS - French

Francais Immersion 30, (Le Droit 30, Sciences Sociales Immersion 30), Etudes Catholiques 30

OTHER PROGRAMS

Other programs for students with special academic or behavioural needs are available, such as **Functional Integrated**, **Alternate Education**, **Braided Journeys**, **English as an Additional Language**, and **Student Services**. In addition, a wide range of “pull-out” programs are available through the Personal Counsellor.

Driver’s Education - is a non-credit option offered to Division II & IV students who are fifteen years of age at the time of enrollment. The program has a 30-hour classroom component and a 6 hour in-car component. Classes are offered during the lunch hour. Announcements are made prior to the beginning of each session.

ADVANCED PLACEMENT (AP) PROGRAM

The **objectives** of the AP Program include providing a proven, viable, challenging program alternative to highly motivated, academically talented, high achieving students. Students must enjoy challenges, have well-developed work ethics, be motivated and self-disciplined, and find learning exciting and stimulating. An obvious, but not singular, benefit of the program is that students may obtain university credit while still in high school.

To be considered for the AP or Pre-AP program, a student must have written teacher permission and parent approval. Generally, a mark of 85 in a prerequisite course is suggested for students who wish to take an AP or Pre-AP course. More information can be picked up from the principal's office.

Timetable Load

Students of grade ten must complete ten classes per academic year: grade eleven - nine classes and grade twelve - eight classes. However, in some instances exceptions may be made. Students of grade eight and nine will be fully scheduled except in special circumstances.

Timetable Changes (Grade 10 - 12)

Timetable changes can be made for legitimate reasons. Students should see their Grade level Administrator or Mrs. Fransoo for class changes.

Withdrawal from a Class (Grade 10 - 12)

Confer with a guidance counselor. If withdrawal is deemed appropriate, a "Subject Deletion" form will be given. This form is to be signed by the student, parent, and teacher of the class in question. The student is to return the textbook to the teacher. Upon return of this signed form to the administration, the student is withdrawn from the class.

Examinations - examinations are scheduled throughout the school semester. Students must be present for all scheduled examinations and quizzes. Students not showing for scheduled examinations or quizzes may not be given a make-up examination. Teachers may decide to accommodate the exceptional situation. Students who miss an exam for reasons that are unacceptable will be given a zero. Formal examinations will be scheduled at the end of each semester.



Promotions - promotions are based upon continuing evaluations and student work in each class. Teachers will provide an outline of the expectations for each class. Promotion to the next level will be based upon classwork, homework, labs, quizzes, attendance and examinations.

Report Cards/Student Led Conferences – Report Cards are available 24/7 through EDSBY. By having access to their account, students/parents/guardians can constantly view how they/their student is doing in class. Please ensure you have your login information and take time to check in regularly.



EDSBY – is our program for all your JP II school information. It allows students and parents access to daily announcements, special events, extra-curricular activities, teams, clubs, interest groups, resources, attendance, and current marks.

ATTENDANCE POLICY - Grades Eight and Nine

The staff of John Paul II Collegiate expect all Division III students to attend regularly. Regular attendance is necessary for students' successful personal development and academic achievement. Student absences can also affect other individuals within the school community. It is the responsibility of the student to attend all classes regularly or accept the consequences of irregular attendance.

NOTE: Any students in Division III who leave the school grounds during the morning or afternoon classes without permission from the office or prior notification from their legal caregiver may be suspended at the discretion of administration.

NOTE: Any students in Division III who leave the school grounds during the school day, including the noon hour, and are found on other schools' properties for reasons other than school sanctioned events and with the permission of John Paul II Collegiate, will be suspended.

Legal Caregiver Responsibilities:

It is the responsibility of the legal caregiver to send explanatory notes, to phone, or enter the student's absence into EDSBY for each day and/or period their student will be or was absent. It is the responsibility of the legal caregiver to provide a minimum of two weeks' notice of a student's absence for a duration longer than one consecutive week to the administration and each of the student's teachers.

It is the responsibility of the legal caregiver to stay informed of their student's absences through EDSBY.

It is the responsibility of the legal caregiver to ensure their student remains caught up on the work missed while absent.

Student Responsibilities:

It is the responsibility of the student who is absent from class to make arrangements to catch up on missed work.

It is the responsibility of the student to attend class. In the event that a student is absent, it is their responsibility to remain engaged and caught up in class through EDSBY and or communication with classroom teachers.

Every student must enroll in Catholic Studies and attend the class regularly. If a student does not fulfill this requirement, they may be asked to withdraw from John Paul II Collegiate.

Administration of the Attendance Policy:

Five (5) unresolved absences in any one class:

a) teacher will make contact with legal caregiver and inform administrator,

Seven (7) unresolved absences in any one class:

a) teacher will inform administrator, and

b) administrator will make contact with legal caregiver

Nine (9) unresolved absences in any one class:

a) teacher will inform administrator, and

b) student will receive consequence at discretion of administration

c) legal caregiver will be informed of consequences.

After nine (9) unexcused absences in any one class, a meeting will be held between administrator, legal caregiver, and student to discuss student attendance and possible outcomes.

*Note: Students who are sixteen years or older may be withdrawn.

LATES - Grades 8 and 9

Students are expected to be on time for class. If a student is late for reasons other than authorized school activities, they must record the reason for being late on the form provided by the teacher and the teacher will enter the reason into EDSBY attendance. Regardless of the reason, the student will be permitted into class.

Students who are late for class without valid explanation will be notified only at regular intervals:

Five (5) Lates in any one class ~ Teacher will give consequence (ie: detention) and inform legal caregiver and Division III administrator.

Note: Failure to adhere to consequence provided by teacher will result in suspension

Seven (7) Lates in any one class ~ Teacher will inform Division III administrator who will administer an appropriate consequence and inform caregiver.

Habitual lates in any one class will result in a meeting will be held between administrator, legal caregiver, and student to discuss further means of supporting student's attendance and potential consequence.

Special Clause for Overage Division III Students: Students in grade eight or nine are required to carry a full timetable of classes each semester. Students who are already sixteen year of age, or who will turn sixteen during the semester, may be withdrawn from John Paul II for the remainder of the academic year when they have not met the above requirements for attendance and or lates.

ATTENDANCE POLICY - Grade, 10, 11, 12

The staff of John Paul II Collegiate expect all Division IV students to attend regularly. Regular attendance is necessary for students' successful personal development and academic achievement. Student absences can also affect other individuals within the school community. It is the responsibility of the student to attend all classes regularly or accept the consequences of irregular attendance.

NOTE: Any students in Division IV who leave the school grounds during the school day, including the noon hour, and are found on other schools' properties for reasons other than school sanctioned events and with the permission of John Paul II Collegiate will be suspended.

Legal Caregiver Responsibilities:

It is the responsibility of the legal caregiver to send explanatory notes, to phone, or enter the student's absence into EDSBY for each day their student will be or was absent.

It is the responsibility of the legal caregiver to provide a minimum of two weeks' notice of a student's absence for a duration longer than one consecutive week to the administration and each of the student's teachers. This can be done through a note, phone call, or EDSBY message.

It is the responsibility of the legal caregiver to stay informed of their student's absences through EDSBY.

It is the responsibility of the legal caregiver to ensure their student remains caught up on the work missed while absent.

Student Responsibilities:

It is the responsibility of the students who are absent from class to make arrangements to catch up on missed work.

It is the responsibility of the student to attend class. In the event that a student is absent, it is their responsibility to remain engaged and caught up in class through EDSBY and or conversation with classroom teachers.

Every student must enroll in Catholic Studies and attend the class regularly. If a student does not fulfill this requirement, they may be asked to withdraw from John Paul II Collegiate. Any student who accumulates more than eleven (11) unresolved absences in any one credit class may be removed from that class.

Any student who, because of class deletions, does not fulfill the school policy to fulfill the requirements of a full-time student (3 credit courses/semester) for that grade level may be withdrawn from school.

The student's legal caregiver may appeal the decision to delete a student from a class or to withdraw a student from school by requesting a conference with the administration and teachers and or counselor. At this meeting, a decision will be made regarding whether or not to allow the student to continue. If this student is allowed to continue, conditions will be established. The appeal must be requested within two school days from the time contact has been made with the legal caregivers.

Administration of the Attendance Policy:

Five (5) unresolved absence in any one class:

a) teacher will contact legal caregiver and inform administrator

Seven (7) unresolved absence in any one class:

a) teacher will inform administrator, and

b) administrator will contact legal caregiver

Nine (9) unresolved absence in any one class:

a) teacher will inform administrator, and

b) student will receive consequence at discretion of administration

c) legal caregiver will be informed of consequences.

After eleven (11) unexcused absences in any one class, a meeting will be held between administrator, legal caregiver, and student to discuss further means of supporting student's attendance.

In the event of extenuating circumstances, and after careful examination of the same, withdrawal will be at the discretion of administration in consultation with counselor, graduation coach, and teachers involved.

LATES - Grades 10,11, 12

Students are expected to be on time for class. If a student is late for reasons other than authorized school activities, they must record the reason for being late on the form provided by the teacher and the reason will be entered into EDSBY attendance. Regardless of the reason, the student will be permitted into class.

Students who are late for class without valid explanation will be notified only at regular intervals:

Five (5) Lates in any one class ~ Teacher will give consequence (ie: detention) and inform legal caregiver and Division IV administrator.

Note: Failure to adhere to consequence provided by teacher will result in suspension

Seven (7) Lates in any one class ~ Teacher will inform Division IV administrator who will administer an appropriate consequence.

Habitual lates in any one class, will result in a meeting between administrator, legal caregiver, and student to discuss further means of supporting student's attendance and potential consequence.

The Guiding Principles and Rationale Pertaining to the John Paul II Collegiate Anti-Bullying Strategy and Subsequent School Policy

Care, Respect, and Safety

The “Three R’s” of John Paul II Collegiate are *reason, respect, and responsibility*. The vision of John Paul II Collegiate states that “*with Christ as our model we are a community with a distinct purpose. Our vision is to integrate Catholic values in the intellectual, physical, social, and spiritual development of our Christian community.*” These gospel values are faith, love, hope, family, respect, honesty, and knowledge. In keeping with these basic fundamentals, and because caring, respectful and safe school environments are essential for children and young people to learn and to achieve healthy personal and social development, all students of John Paul II Collegiate have a right to an education free from all forms of bullying.

A. Students of John Paul II Collegiate have the right to a caring, respectful, safe school environment which is free from all forms of bullying. All school staff will be educated in such a manner as to enable them to take appropriate steps to prevent bullying, to identify bullying, and to assist and support students who are being bullied.

B. *Bullying is generally defined as a form of aggressive behaviour that is repeatedly directed at an individual or group from a position of relative power.* Bullying behaviour can take many forms. It can be physical (e.g. hitting, pushing, tripping), verbal (e.g. name calling, insults, put-downs, encouraging fighting), social (e.g. social isolation, gossip, or cyber (e.g. threats, insults, or harmful messages spread through the internet or cell phone text messaging). Bullying can be direct, “in your face” confrontation, or indirect “behind your back”, such as spreading rumors. Bullying can be done by one person or by a group. A person being bullied often feels helpless in trying to stop it.

A student is bullied or harassed when he or she is intentionally and repeatedly the target of the negative actions of a stronger or more powerful person or group that causes fear, emotional stress, and / or physical harm.

C. Bullying in any form will not be tolerated at John Paul II Collegiate. We believe that bullying is a serious problem that adversely affects the learning success and well-being of children and youth.

Late Assessment Policy

John Paul II Collegiate’s Mission Statement identifies that we are committed to success for every student. Student success is obtained by communicating clear expectations and with our faith, life and learning goals as our guide. One of these goals is to have our students develop into self-directed, responsible life-long learners. Fostering this goal development will translate into preparing individuals for post-graduation plans and the workforce where completion of work is essential to success.

Our school division’s assessment policy states that there is to be clear communication with students and parents. It also identifies that students are responsible for providing evidence of their level of understanding within the reasonable timeframe specified by the teacher. When a student fails to submit a sufficient number of summative assessments for grading purposes, and every effort has been exhausted, teachers in consultation with the Principal use professional judgement to determine the students marks. This will result in a grade of zero for incomplete or

unfinished assessments. To ensure that students are preparing for assessments and submitting assessments on time the following expectations have been laid out:

Student Expectations:

- **Students are expected to submit assessments to the teacher by the due dates assigned.**
- Communication from the student must occur and a justifiable reason (teacher's discretion) given to the teacher in order to receive an extension. This communication should take place before the due date.
- Students will appropriately plan and prepare for upcoming assessments in order to meet the deadlines given by teachers.
- Students will be expected to complete a missed assessment on the day they return to school. Assessment will be completed at a time of the teacher's discretion in consultation with students.

Teacher Expectations:

- Will communicate upcoming due dates clearly to students and place them on Edsby
- Assessments will be assessed, feedback provided and entered into Edsby within a timely manner and at most within two weeks.
- Assessments will be identified as received when collected by teacher in Edsby
- Will provide ongoing descriptive feedback/feedforward that is clear, specific, meaningful, and timely to support learning and achievement.
- May provide support such as help at lunch, further clarification, additional explanations etc.. to ensure assessments are submitted in a timely manner and by the extended date.
- Will contact parents to discuss repeated late assessments to support student completion.

Parent/ Guardian Expectations:

- will ensure they have access to Edsby to be able to be notified of due dates and receive regular communication from the school. Please contact 306-446-2232 to update demographics and email address to gain access to Edsby
- will regularly check Edsby to ensure communication is occurring for student success
- Encourage and support students to ensure they are completing assignments on time and to the best of their ability.

Assessments should always be handed in on their assigned due dates.

- We understand that there are many things going on in your life that may create situations where it may become difficult to hand a certain assessment in on time. **Please discuss the issue with the teacher prior to the due date.**
 - If an assessment is not handed in on time the Overdue Icon and a zero will be used as a place holder in Edsby. This is a temporary measure to indicate that the assessment is not submitted.
 - The plan that follows will then be implemented to ensure the student completes the assessment in a timely fashion to ensure that they do not fall behind in class and to develop the life skills of time management and self discipline.
1. Students will need to have a discussion with the teacher to explain why the assessment was not handed in on time. A new due date will be set at the discretion of the teacher and if needed, assistance will be offered in helping with completion of the assessment.
 2. The new date will not be more than **ONE WEEK** from the original due date and **the new date will be determined by the teacher with input from the student.** (Special exceptions for due dates will be given but only at the discretion of the teacher after consultations with the student/parents)
 3. Parents/guardians will be informed of the situation especially if it is a major assessment that will greatly impact achievement to inform them of the new due date and consequences for not completing it by the new due date.
 4. **If the assessment is not completed by the new due date the student will receive a Zero** for the assessment. **The assessment will no longer be graded.** You can still submit the assessment which will be evaluated for learning purposes which may be used to influence your final grade at the end of the semester.

Academy Programs

Arts Academy



The goal of the Arts Academy is to develop students' strengths through a comprehensive arts centered education. We envision a program that is collaborative and creative with the school and the greater community leading to exciting projects and futures for our students

What to expect:

- Grades 8 & 9: -Options to join in academy productions -involvement in Academy evenings
- Art-centered electives -Access to academy workshops
- Grades 10, 20, & 30: -Musical Theatre 10/20/30 -Potential course credit for academy productions -Involvement in Academy Evenings -Access to academy workshops
- The ability to build an arts portfolio and explore possible careers in the arts. Students will be encouraged to work with like-minded peers through academics and extracurricular events to build community, leadership, and creativity. Team building and experience with the arts will be a big part of each student's journey.

Workshops:

Once a month, students in the arts academy will be given the opportunity to take part in an afternoon workshop. The topics of these workshops will vary throughout the year to provide for all of the interests of our students. Potential workshops could include pottery, song writing, and improvisation, Students will be pulled out of class for these workshops. Students will also be given the chance to attend various performances and art facilities in our province.

Academy Evenings:

Throughout the year parents and community members will be invited to attend a night celebrating the arts and our students. The goal of these evenings will be to highlight the specific projects of our program and strengths of the students. As we move forward these projects and events will grow to full productions and musicals. Student participation in these evenings is a curriculum and program requirement.

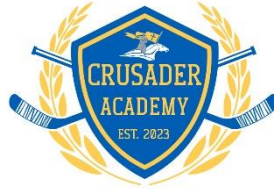
FACILITATORS :

MUSIC-MRS.AMY FRANCAIS

DRAMA-MRS.LINDELL GATELEY

ART-MR.CHRIS FULLERTON

Hockey Academy



1. Philosophy of Crusader Hockey Academy

Our goal is to support and enhance the efforts of our local minor hockey association, our Academy students and their families by providing additional ice time coupled with top quality and professional coaching, instruction and education. Our unique approach, combined with LOCCS strengths-based philosophy, is designed to enhance the development of all Academy players (Students) and help them become the best student-athletes they can be.

The on-ice sessions will focus on the improvement and refinement of hockey skills, while the off-ice sessions will focus on high performance training, sports psychology, nutrition, and other components that athletes need to know and understand in order to progress.

Age Groups:

U13 - Grade 6 + 7

U15 - Grade 8 + 9

Schedule and Location

Tuesday and Thursday - 1pm - 3:30 pm @ Don Ross Arena and Gymnasium

Ice Session #1 - 1:00 pm - 2:00 pm Classroom Session #1 - 1pm - 2pm

Ice Session # 2 - 2:15 - 3:15 pm Classroom Session #2 - 2:15 - 3:15pm

- The U13 and U15 groups will rotate schedules on a regular basis

Hockey Program

On ice component - Jordan Trach + Blake Tatchell-Trach Power Skating + Skills

Individual skill development and refinement

- b. Classroom component - Mr. Bruce Yockey - Principal John Paul II
 - An extension of the Health, Physical Education and Arts Education curriculums with an emphasis on the outcomes that pertain to athletic development.
 - Using a variety of spaces, facilities, and equipment in North Battleford. (ie Gym, City Track, soccer pitches, tennis courts)

- Guest speakers and experts provide information on multiple topics that relate to Hockey and athletic development and performance.
- In the spring, when the ice comes out, programming will shift focus to other sports and activities that facilitate further skill development and overall health and wellness.

5. Evaluation

- Both components will align with and adhere to LOCCSD assessment practices.
- Hockey Skills - progress will be monitored, feedback will be provided and assessment completed on a regular basis. Assessment will be made readily available to Academy students and their Parent/Guardian/Caregiver
- Classroom - Outcomes assessed will be posted in EDSBY as per LOCCSD assessment practices.

6. Instructors

- Trach Power Skating & Hockey Skills
- Jordan Trach is a Power Skating instructor that grew up in North Battleford and attended John Paul II Collegiate High School. Jordan played his minor hockey in both Kamsack and Martensville prior to moving to North Battleford to play his AAA U18 as an under-aged player. Jordan enjoyed success through his youth hockey and was selected 8th overall in the 2004 WHL Bantam Draft by the Prince Albert Raiders.
- He joined the Raiders as a 15-year-old and played for three seasons in the WHL before having to retire from competitive hockey in 2009 from concussion issues. Soon after retiring Jordan decided, he wanted to stay involved in the hockey world and give back to future generations of hockey players. Jordan got involved as a skating instructor mentoring NHL power skating coach Barry Karn (Previously Minnesota Wild & Calgary Flames skating coach).
- Jordan has taken what he has learned and uses it today with players of all ages throughout Minor Hockey. He has had the opportunity to work with over 25 full time NHL players throughout his 14-year power skating career. Jordan spends his life around hockey and prides himself on being a student of the game, studying and observing the movements within the game to ensure he is up to date with all things skating related.
- Blake Tatchell attended John Paul II high school from grade 8 through to grade 12. He played all his minor hockey in North Battleford right into his final year of minor hockey where he played with the U18 AAA Battlefords Stars. He then saw his career take him to the Junior A level with his hometown Battlefords North Stars. During his time with the North Stars he saw great success over three years playing in 168 games and accumulating 190 points. In his last season with the North Stars he was selected as the SJHL MVP and earned himself a scholarship to the University of Alaska Anchorage to play Division 1 hockey.
- Blake played four seasons in Alaska where he accumulated over 140 games played and 100 + points. During this time, he won Freshman of the year and team MVP in his final season. Blake also found success off the ice as he graduated with a business marketing and management degree.
- Blake joined Trach Power Skating & Skills six years ago when his playing career came to a close and has loved the seamless transition into the coaching side of the game. Throughout the year in his coaching career he has had the pleasure to be able to

work with kids from the U9 age all the way up to the NHL. Blake is beyond excited to be able to come back home to where it all started for him and be a part of developing young kids and helping them achieve their goals!

7. Cost

- \$2000 which is inclusive of all fees including academy package
- Deposit of \$200 to start May 1 and Due by June 1.
- Payment plan as outlined - Full payment (minus deposit) payable on Sep 1st. Two payments due Sep 1 & Dec 1, or 5 payments of Sep 1, Oct 1, Nov 1, Dec 1 and January 1.
- Refunds - Full refund prior to October 1 - after that date no refunds (Minus \$200 deposit).