



Parkside Junior High School

Student Handbook

2025-26

403-548-3951

209 – 2nd Street, SE, Redcliff, Alberta

<https://parkside.myprps.com/>

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KINDLE HEARTS, IGNITE MINDS, FORGE FUTURES

Welcome To Parkside Junior High School

We are so excited for a fabulous year together! Parkside Junior High School is an active and amazing place to be where you will be supported and challenged to reach your full potential in all areas of life. At PJHS there is something for everyone – athletics, academics, fine arts, technology and so much more! We encourage you to get involved. This is a great time to try new things and meet other people with similar interests.

There is an array of support for you. We offer nutritional snacks and sandwiches at lunch in the front fopyer as well as SWC, homework club, over 30 elective choices and opportunities to become involved. We are here for you so please let us know any way that we can help you out! At Parkside Junior High School, we believe in our mission statement.

Our mission is to bring the best out of every student by being able to engage every student in an area in which they have keen interest.



Bell Schedule
2025-26

Bell	Monday- Thursday
8:15	First Bell
8:25	Warning Bell
8:30	Period 1 Start
9:10	Period 2 Start
9:50	PSC Start
10:10	Period 3 Start
10:50	Period 4 Start
11:30	Lunch Begins
11:55	Mid Lunch Bell
12:10	End of Lunch
12:25	Period 5 Start
1:05	Period 6 Start
1:45	Period 7 Start
2:33	Dismissal Bell
2:48	Final Bell

Bell	Friday
8:15	First Bell
8:25	Warning Bell
8:30	Period 1 Start
9:10	Period 2 Start
9:50	Period 3 Start
10:30	Period 4 Start
11:10	Period 5 Start
11:50	Lunch Begins
12:15	Mid Lunch Bell
12:25	Warning Bell
12:30	Period 6 Start
1:10	Period 7 Start
1:50	Period 8 Start
2:33	Dismissal Bell
2:48	Final Bell

ATHLETIC EXTRACURRICULAR ACTIVITIES

The fees charged cover the cost of referees, tournaments, uniforms, equipment, travel and other associated costs.

- **Badminton:** The competitive badminton league usually runs from March to May.
- **Basketball:** Season usually begins in November and runs through to the end of February or early March.
- **Football:** Football is offered mid Aug. to mid Nov.
- **Volleyball:** Season begins in September and runs into November.
- **Track & Field:** Spring season; competition at school, district, and zones OTHER

EXTRACURRICULAR ACTIVITIES

- **Student Council:** meets approximately once a week to plan leadership activities like dances, hot lunches, dress-up days and fun

School Policies

1. School Expectations:

1. **Best effort:** It is expected that students will put forth their best effort. This is achieved by doing homework on time, studying for tests, being on time for classes and prepared with books and other materials needed for class
2. **Reasonable Behavior:** It is expected that all students will conduct themselves in a reasonable and acceptable manner in the school building, to and from school and on the school grounds. This should be demonstrated by showing respect for others, respect for property, respect for the safety of others and acceptable language
3. **Regular Attendance:** Except for legitimate absences, regular attendance is essential for a student to keep up with schoolwork (Attendance letters and late contracts)

2. Communication:

If students or parents have a problem or concern, who do you contact?

Talk to Teacher First: Most often a concern can be cleared up quickly. Our teachers will contact you first when problems occur. Our teachers are here to help.

Administrators: Talk to one of the school administrators if the problem is unresolved.

FSLW: Our FSLW is here to provide support to students and their families who may be experiencing problems or emotional difficulties at home, school or in social situations.

3. Bicycles, Scooters, and Skateboards

Bicycles are to be parked in the designated areas, and students are not to ride bikes or skateboards on the grounds at any time. Grade 7/9 at the front of the school, grade 8 by their entrance

All bikes should be secured to the bike racks with your lock and chain. Students are responsible for their own bikes and helmets if they bring them to school. No bikes/E-bikes/Scooters can be parked inside the school

If students drive a scooter/moped to school, they must be parked in the designated area (Between the 2 trees in front of the Gymnasium)

4. Entrance and Exit Doors

Each grade has a separate entrance to use to enter and leave the school, unless you are late, then you will use the front doors.

Grade 7- Use the far doors down by Mr. Brays room

Grade 8- Use the doors on the fields by the bell tower

Grade 9- Front doors of the school

If you are late in the morning, you **MUST** check in with the office

5. Cell Phones

Cell phones **MUST** be placed in the cell phone bin at the front of the classroom at all times OR kept in lockers. They may not be in your pocket or crossover bags. You will be asked to remove your smartwatch if you are texting or playing games etc. Earbuds must be removed and placed in your pocket and must never be used during instructional time, including listening to music. Taking videos or pictures of students or staff is not permissible and can result in a consequence determined by the school administration. Use of personal devices in washrooms and changing rooms is never permissible.

If a student cannot follow the electronic device policy, the following actions may be in place:

a) First Incident

- i. Action: Verbal Warning
- ii. Description: The student is reminded of the expectations regarding responsible use of PMDs and/or social media.
- iii. Follow-Up: The teacher will notify the student of the potential consequences for repeated offenses.
- iv. Follow-Up: The teacher will document incident/conversation as per school designated process

b) Second Incident

- i. Action: Confiscation and Parent/Guardian Informed
- ii. Description: The student will turn in the PMD to the teacher, and it will be returned to the student at the end of class.
- iii. Follow-Up: The teacher will document incident/conversation as per school designated process; inform the student that subsequent offenses may result in more significant consequences. Parent/Guardian is informed by the teacher.

c) Third Incident

- i. Action: Confiscation and Parent/Guardian Involvement
- ii. Description: The student will turn in the PMD to the office and can retrieve the device at the end of the school day from the office. School administration will document incident as per school designated process.
- iii. Follow-Up: An administrator will contact the Parents/Guardians to inform them of the repeated infractions, to discuss the issue and reinforce the procedure and to notify of next steps.

d) Fourth Incident

- i. Action: Loss of Privileges
- ii. Description: The student will turn in the PMD to the office. For a period of one school week, the students will not bring any PMDs to school or will turn PMDs into the office at the beginning of each day; collecting the PMDs at the end of the school day.
- iii. Follow-Up: School administration will document incident as per the school designated process. An administrator will contact the Parents/Guardians to inform them of this incident and the associated action. A formal letter will be sent home to the Parents/Guardians from the school administration outlining the repeated offenses and the disciplinary actions taken. School administration will document the incident.

- e) **Further indent(s)** may result in the initiation of processes as per Administrative Procedure 303 – Student Code of Conduct, at the discretion of the school administrator.
- In all cases, if cyberbullying is evident, a student may be subject to in-school suspension, out of school suspension or other corrective consequences at any point as per Administrative Procedure 303, Student Code of Conduct.

6. Hats and Clothing

Hats can be worn in class at the teacher's discretion. Student clothing needs to be free from profanity, drug references and hate speech.

7. Backpacks and Shoulder Bags

Backpacks are to remain in your locker. Please bring the necessary materials to your class. You will have a 1-minute break in between classes to get the materials needed for your next class. Students are asked not to loiter in the hallways and to get to your next class immediately.

IF shoulder bags are being used to hide phones, or other prohibited items, then administration will deal with each situation on a case-by-case basis.

8. Vending Machines

Use of the vending machine is before and after school, during breaks and at lunch. Please do not use vending machines during class time

9. Beverages

There are no slushies, pop, or ice caps allowed in the classrooms. If you purchase these items and bring them to school, please be prepared to keep them in your locker. We encourage students to drink water and bring water bottles to class.

Energy drinks will not be allowed on campus.

10. Lockers and Locks

Students are provided with a locker and a lock. **All lockers must be locked at all times with the school provided lock.**

All books, clothing and other student belongings are to be kept in their lockers. Students who lose their lock will be charged for a replacement of this item.

If a student continues to leave locker unlocked, they may lose locker privileges.

11. Chromebooks

All students are assigned a Chromebook and charger at the beginning of the year. It is the expectation of the student to have their Chromebook charged prior to the start of the school day.

Lost Chromebook chargers and damaged Chromebooks may be charged directly to the student/family.

If you have your Chromebook continually uncharged, be prepared to do your work on paper. Consistent repeat offenders will meet with administration.

12. Noon-hour Lunch Policy

Students are allowed to stay for lunch in their designated lunchroom. Students staying must stay in the room provided for the duration of the lunch unless they choose to use the gym. At the first bell (11:55) students who have chosen to stay in the lunchroom, can access the gym until 12:10, or may go outside on school grounds

Students who have a letter signed by their parent/guardian may leave the school grounds for lunch but will not be allowed to re-enter the school until 12:10.

13. Lunchrooms

For the 2025-26 school year, the following rooms will be used for students staying at the school for lunch.

Art Room - Grade 9 students

Mr. McKay's Room - Grade 8 students

Foods Room - Grade 7 students

14. Classroom Supplies

Each classroom has been assigned a set of colored coded balls. You must sign these out with your classroom teacher.

Balls are not to be taken from the gym.

Reminder: You may go outside on the school grounds, after the 11:55 lunchroom if you have stayed inside to eat.

15. Alcohol, Smoking, Vaping

A student who is suspected of being under the influence of alcohol, drugs or toxic substances (smoking/vaping) while in attendance at school or a school sponsored activity shall be reported to the principal.

Parents or guardians will be contacted and informed of the situation. If appropriate, parents or guardians will be asked to pick their child up from school. ISS and OSS will be determined by the office and will involve the athletic director/coach if the student is on a sports team SWC will also be notified.

16. Reading Class Lates and Lates

Students have reading class Monday-Thursday from 12:15-12:25 in their Period 5 class.

Students are expected to bring a grade level appropriate book to class and will not be allowed to read on their phones/tablets/iPads

If you are late after lunch, and it becomes a regular occurrence, you may lose the privilege of leaving at lunch and be required to make up time after school

Students that have accrued 5 lates for a class will be required to sign a late contract and serve a detention. Any further lates will result in repeated detentions. If a student is unable to attend class on time, further consequences will be taken.

17. Detentions

● Served at noon or after school

● If you are given a DETENTION, you are expected to arrive PROMPTLY.

If there is an EXCUSABLE reason why the detention cannot be served at the designated time (ie. Bus students) it is YOUR RESPONSIBILITY to make alternate arrangements outside of class time PRIOR TO the detention.

18. Pride, Service, Character (PSCs)

- Parkside Pride, Service, Character
- Meets for 20 min, once a day (Monday- Thursday)

- Focus on Character traits, giving back and helping the community
- PSC groups fundraise for a variety of organizations
- Each group is made up of students in Gr 7-9

“Where Everyone Learns and
Inspires Together!”

