

ST. CARLO ACUTIS

CATHOLIC HIGH SCHOOL



2026-2027

Student/Parent
Handbook

We All Belong Here

August 18, 2026

St Carlo Acutis Catholic High School is committed to providing an inclusive, welcoming, caring, respectful, and safe Catholic learning environment that promotes the well-being of all students. As part of this commitment, Edmonton Catholic Schools has Administrative Procedure 172, which outlines how to report incidents of racism and discrimination.

There is no room for discrimination or racism at our school. If you experience or witness racism or discrimination, talk with your family, your teacher, or a trusted adult at your school. If you are in a situation where you need help and you feel there is no one you can talk to at home or school, then please use the reporting form found on ecsd.net/reportdiscrimination. When you make a report to a teacher, administrator, or staff member, or through the reporting form, an investigation will begin. It is brave to speak up.

If you need immediate help, you can contact the Kids Help Phone by calling 1-800-668-6868 or texting 686868.



Table of Contents

Welcome – Page 5

- Introduction
- School Mission, Vision and Charism
- Personnel

Student Services- Page 7

- Student Learning Services Team

School Information- Page 8

- Daily Schedule
- Parking
- ARC Card
- Lockers
- Visitors
- Lost and Found
- Expectations for use of Computer Labs
- School Map
- Attendance Policy
- PowerSchool
- Religious and Spiritual Dimensions of SCA
- Fire Drill and Lock Down Procedures
- Cafeteria Services

Student Responsibilities- Page 16

- Rationale and Purpose
- Rights
- Student Code of Conduct and Responsibilities
- Student Expectations
- School Response to Inappropriate Behavior
- Parent Responsibilities
- Search and Seizure
- Personal Use of Electronic Devices during Instructional Time
- Standards of Student Dress
- Smoking Policy
- Homework Expectations
- Assessment Policy
- Plagiarism
- Expectations for Final and Diploma Exams

Course Information- Page 31

- Course Prerequisites
- Course Change Requests
- Retroactive Credits
- Credit Load
- Spares

Graduation and Diploma Information- Page 33

- SCA Graduation
- Graduation and Certificate Checklist
- Student Achievement Recognition
- Course Challenge Policy
- Appeal Procedures
- Scholarship Information
- St. Carlo website: <https://stcarloacutis.ecsd.net/>

Important Links for Students and Families- Page 37

WELCOME

Dear St. Carlo Acutis Students and Families,

Welcome! We are delighted to invite you into the St. Carlo Acutis Catholic High School community, a place rooted in faith, excellence, and hope.

Opening in the 2026–2027 school year with Grades 10 and 11, our new school is thoughtfully designed to support both academic success and spiritual growth. As our community grows to include Grade 12 the following year, students will be encouraged to deepen their faith, discover their gifts, and prepare for a future filled with purpose.

Our approach to learning emphasizes collaboration, creativity, and meaningful engagement, helping students build the skills and confidence they need for life beyond high school. In addition to a full academic program, students may pursue enriching opportunities such as our Advanced Placement (AP) Program and Hockey Academy, each designed to challenge, inspire, and support personal growth.

Guided by the example of Saint Carlo Acutis, we strive to nurture young people who live with integrity, compassion, and faith.

We look forward to welcoming you and walking alongside you in this exciting journey.

With blessings,
Dr. Susan Coates, Principal

MISSION STATEMENT

The mission of St. Carlo Acutis Catholic High School is to form Christ-centred disciples who are inspired to learn, serve God in one another, and live fully through faith, excellence, and compassion.

VISION

St. Carlo Acutis Catholic High School is a faith-filled community where students grow in holiness, embrace the Eucharist, and use their gifts to courageously transform the world as joyful witnesses of Christ.

SCHOOL CHARISM

Rooted in the gift of life, we cultivate a culture of love where students learn to give of themselves in joyful service, reflecting Christ to the world.

PERSONNEL

St. Carlo Acutis Catholic High School has a highly trained staff in all areas that reflect a diversity of talent and skills. They are dedicated and committed to Catholic education. The staff are dedicated to ensuring the school provides a warm, inviting environment that enables students to enjoy their high school experience and results in a shared sense of pride in the school. At St Carlo Acutis:

- All staff demonstrate their support and commitment to the school's vision and values.
- All staff have high expectations for student success and work individually and collaboratively to create conditions that promote student success.
- All staff model the importance of lifelong learning through their commitment to ongoing professional development.
- Staff support each other and model core values in their interactions with each other, students and parents.
- Staff support co-curricular activities based on interests and skills.

ADMINISTRATION TEAM

Principal:	Dr. Susan Coates susan.coates@ecsd.net
Assistant Principal (Grade 10 Coordinator) :	Ms. Cathy Pagliuso-Stagliano, Caterina.Pagliuso-Stagliano@ecsd.net
Assistant Principal (Grade 11 Coordinator) :	Ms. Nicole Duigou-Jones, Nicole.Duigou-Jones@ecsd.net
Administrative Assistants	Jamie Lynn Dzenkiw and Sherri Gerritsen-Chretien
Business Manager/Assistant	Natasha Elsenheimer

FACULTY COUNCIL

English and Social Studies	Danielle Panizzon
Mathematics and Science	Linda Eisner
Athletics/ Physical Education	Zack Zwart
Fine Arts/CTS	Ashley Kirk
Chaplain	Kyra Reilly
Instructional Coach	Kendra Sobierajski
Student Leadership/Post-Secondary/Counselor	Sandy Eberhardt
Advanced Placement	Nicole Duigou-Jones/Rebecca Wack
English as an Additional Language	Kendra Sobierajski
Hockey Academy Director	Matthew Martin

STUDENT SERVICES

Student Learning Services Team

Braided Journeys: Ms. Desseray Alvarado (Room 211)

The Braided Journeys Student Support Centre is committed to assisting student success by cultivating a caring, welcoming, and positive place where Indigenous students see themselves, their contributions, and their culture represented, respected, and celebrated. Support, encouragement, and guidance is offered to all Indigenous students throughout their educational journey.

Chaplain: Ms. Kyra Reilly (Room 329)

The chaplain is available to students for spiritual support with difficult situations, such as family or relationship issues, illness, difficult decisions and death. The chaplain offers support and comfort to students through prayer, Bible study and counseling to encourage faith growth. The chaplain coordinates and serves alongside students to offer community service to those in the Edmonton community.

Student Leadership/Counselor: Mrs. Sandy Eberhardt (Room 326)

The student counselor is available to support students with such personal issues as relationship problems, family issues, and other personal concerns. Counseling is also provided to assist students with anxiety, depression, loss, self-esteem concerns, anger management, and more. Students who are impacted by the inappropriate behaviors of others are also encouraged to discuss the matter with the Counselor. All matters remain confidential.

Instructional Coach: Mrs. Kendra Sobierajski (Room 307)

The Instructional Coach works in partnership with teachers to provide the most appropriate learning strategies to meet the diverse learning needs of all students. The Instructional Coach helps students who are struggling academically by liaising with the student's teacher and providing appropriate learning strategies and support to the student.

Post-Secondary Success Centre: Mrs. Sandy Eberhardt (Room 320)

The Post-Secondary Success Centre is a support space for students and families to explore, plan, and pursue future career pathways. It provides guidance on career options, labour market trends, college and university admission requirements, and available scholarships and funding opportunities.

Academic Success Centre/English as an Additional Language: Mrs. Kendra Sobierajski (Room 307)

Students that are new to Canada and/or new to the English language are supported within our inclusive classrooms. Individual program plans are created to support each student and work towards achieving their high school goals and beyond.

Student Resource Officer: Constable Jennifer Downing (Office 114 adjacent to the Acutis Atrium) The primary responsibility of the School Resource Officer is to work in collaboration

with school administration, the school's multi-disciplinary team, and families to support student safety, growth, and well-being.

Mental Health Therapist: Ms. Jennifer Kwan (Room 163) A Mental Health Therapist assesses, counsels, and supports individuals and families facing mental health challenges by providing evidence-based interventions to promote recovery and overall well-being.

School Information

Daily Schedule

	Mon-Tues-Wed-Fri	Thursday	
Warning Bell	8:25 am	Warning Bell	8:25 am
Block 1	8:30 am -9:56 am	Block 1	8:30-9:23am
Block 2	9:58 am – 11:36 am (Mentor Minutes 11:24-11:36am)	Block 2	9:25-10:18am
Lunch	11:36-12:16pm	Block 3	10:20-11:13am
Block 3	12:18-1:44pm	Block 4	11:15-12:08pm
Block 4	1:46-3:12pm		

Please note: The main doors of the school will only open at 8:00am. Students will then have to wait in the Atrium area of the school (Rooms 141/152) until 8:15am when they will be able to access the remainder of the school. Unless there is a scheduled event that students will be attending, such as athletic events, students must leave the school no later than 3:40pm on regular days and at 12:45pm.

All students and visitors need to access SCA through the front door of the school. Students will be expected to wear a lanyard with their student ID whenever they are accessing the school.

Student Parking

Parking at St. Carlo Acutis Catholic High School (SCA) is a privilege.

Our students are encouraged to make their way to school via school bus, city transit, walking, or biking as weather permits. Note: there are bike stands in front of the school where bikes and scooters can be locked up. Helmets must be locked up there or kept in your locker.

All students that drive to school and want to park in the SCA student parking lot are required to have a SCA Student Parking Pass. These can be obtained after August 15th, 2026 from the Business Office/Manager for a cost of \$10.00 per year. Passes must be displayed on the dash of the vehicle listed in the application form or you risk being issued a ticket or towed by [City Wide Towing](#). Our student parking lot only has **120 stalls** to accommodate students.

Due to a school wide event, students are asked not to park in the student parking lot on September 2, 2026. Please find an alternative way to come to school on that day.

Enforcement:

The City of Edmonton By-Law Enforcement regularly patrols our parking lot beginning in September. Tickets will be issued on vehicles failing to display a pass.

Note: The Castle Down's YMCA parking lot is for CD-YMCA patrons only and also is patrolled by City of Edmonton By-Law Enforcement. ***Do not park there or you may be ticketed.***

Road access to St. Carlo: There is no left turning access for vehicles travelling east along 153 Ave. While, we have raised our concerns with the City of Edmonton, St. Carlo and ECSD staff do not have the authority to change the roadways within the greater Edmonton area. Should SCA family members wish to discuss this further with those who have authority/influence in this area, please use the [Edmonton 311 app](#) or call **311** (or **780-442-5311** outside city limits).

ARC Card

Regular \$60.00- ARC Card Available for purchase in the Business Office.
ETS Replacement: \$6.00 and funds loaded on the new card

Lockers

Students have access to a locker. If the assigned locker is damaged, it should be reported to the Business Office. Once the locker is occupied, it is the responsibility of the student to take care of their space. Students must use a school issued lock. Non-school issued locks may be cut off and destroyed. Under no circumstances should a student occupy a locker that is not assigned to them. The school does not accept responsibility for articles lost or stolen. It is the student's responsibility to ensure the locker is locked before walking away. Lockers may be searched by school authorities at any time.

Visitors

Division policy stipulates that all visitors must report to the general office immediately upon entry to the school. Failure to comply with these expectations may result in trespassing charges being issued. Visitor passes are available upon check-in from the main office.

Lost and Found

Items found and handed in are retained in the main office. Theft should be reported to the SRO.

RELIGIOUS & SPIRITUAL DIMENSION OF St Carlo Acutis Catholic High School

St Carlo Acutis Catholic High School has a philosophy of developing all the God given gifts and talents of the students to the fullest. It takes great pride in the community atmosphere that is felt by all at the school. St. Carlo Acutis High School is part of [St. Charles Roman Catholic Parish](#).

Morning Prayer begins every day at school. It is led by students and staff who share their faith with the rest of the school. The school community will also say grace before lunch and students will receive a blessing at the end of the school day before they leave for home. There is a celebrations committee that organizes special faith gatherings that are meaningful and memorable to staff and students.

The students are required to complete Religious Studies 15, 35, and World Religions 35 successfully to be able to participate in the graduation commencement. Retreats are an integral part of the development of a student's faith and sense of belonging to the school. They give the students an opportunity to examine their faith and relationship with God at their present stage of life. Students describe retreats as a highlight of their school experience. Students are allowed to share and analyze issues that challenge their lives. It is also an opportunity for staff to create a bond which enhances their own spiritual lives.

EXPECTATIONS FOR STUDENT USE OF COMPUTER LAB AND CHROMEBOOKS

1. No food, candy, gum, sunflower seeds, or drinks. Clear water bottles with tops are allowed.
2. Problems with a computer must be reported immediately to the teacher. Students must NEVER try to fix any computer. No swapping of mice or keyboards. No movement of equipment.
3. Computer use is restricted to school-related activities. No games during class time.
4. Your login information is confidential. Never share your login with anyone. Doing so is a violation of Division security policies and results in loss of your computer privileges.
5. Students are not allowed to install ANYTHING!
6. No downloading of program files to the computer or server.
7. Do not alter desktop applications.
8. Spell check, proofread and preview documents BEFORE printing.
9. Quit and close all applications and log off before you leave. Failure to do this may result in a student losing all their files, your account being compromised and/or your computer account being disabled.
10. Computer areas should be clean, and your chair is pushed into position before leaving.

FIRE DRILL & LOCK DOWN

In preparation for the unexpected, the school conducts six fire drills throughout the year to familiarize students with emergency evacuation routines. All students are expected to clear the building. Students on spare report directly to the school "fire marshal" who will be located on the north-west side of the building in the adjacent football field. Students must be at least 30-45m from the building.

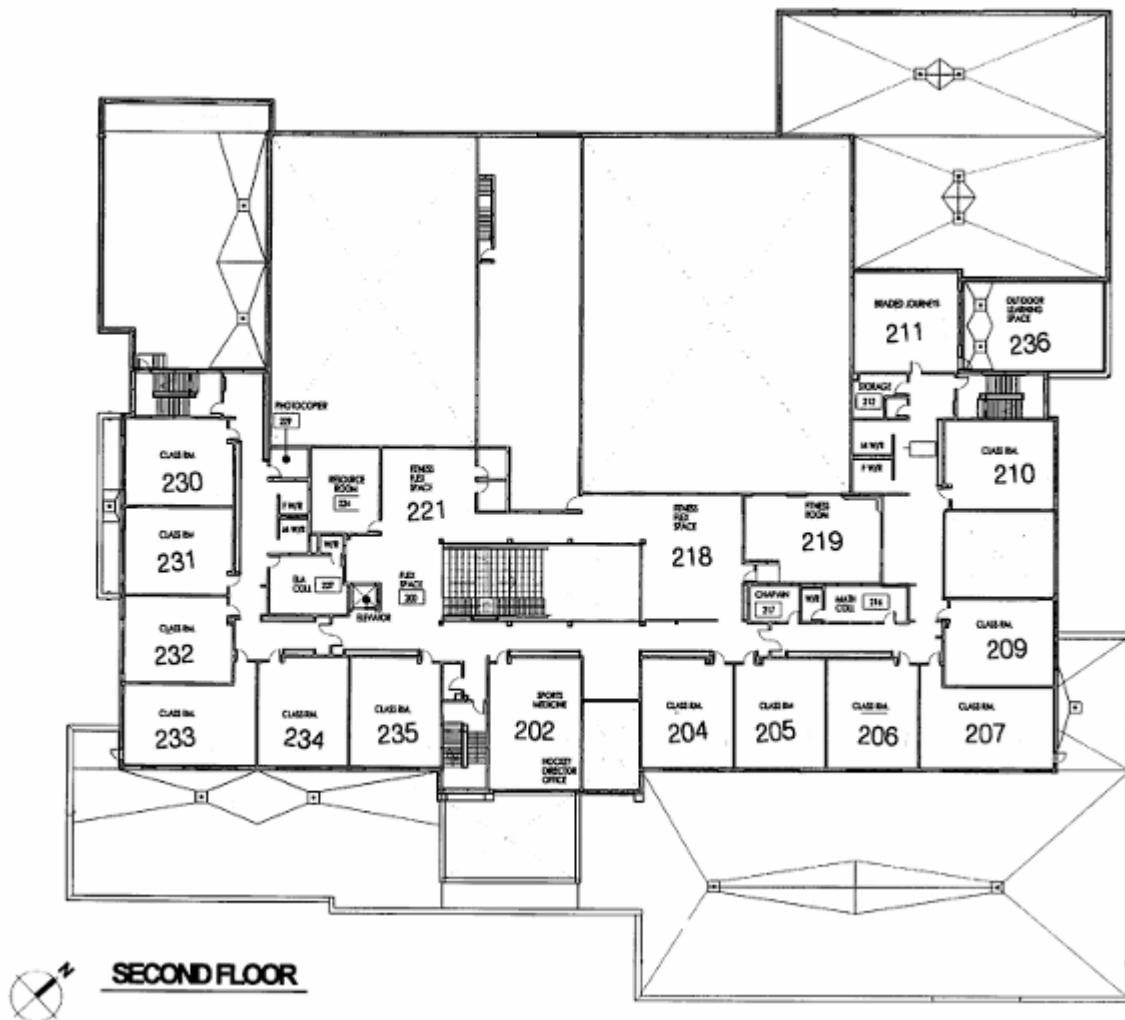
In the case of a LOCKDOWN, students should follow directions from supervisors/teachers and make themselves secure. If you see a blue flashing light outside the school or enter the building and hear a message indicating that SCA is in a lockdown situation, leave the school and school grounds immediately.

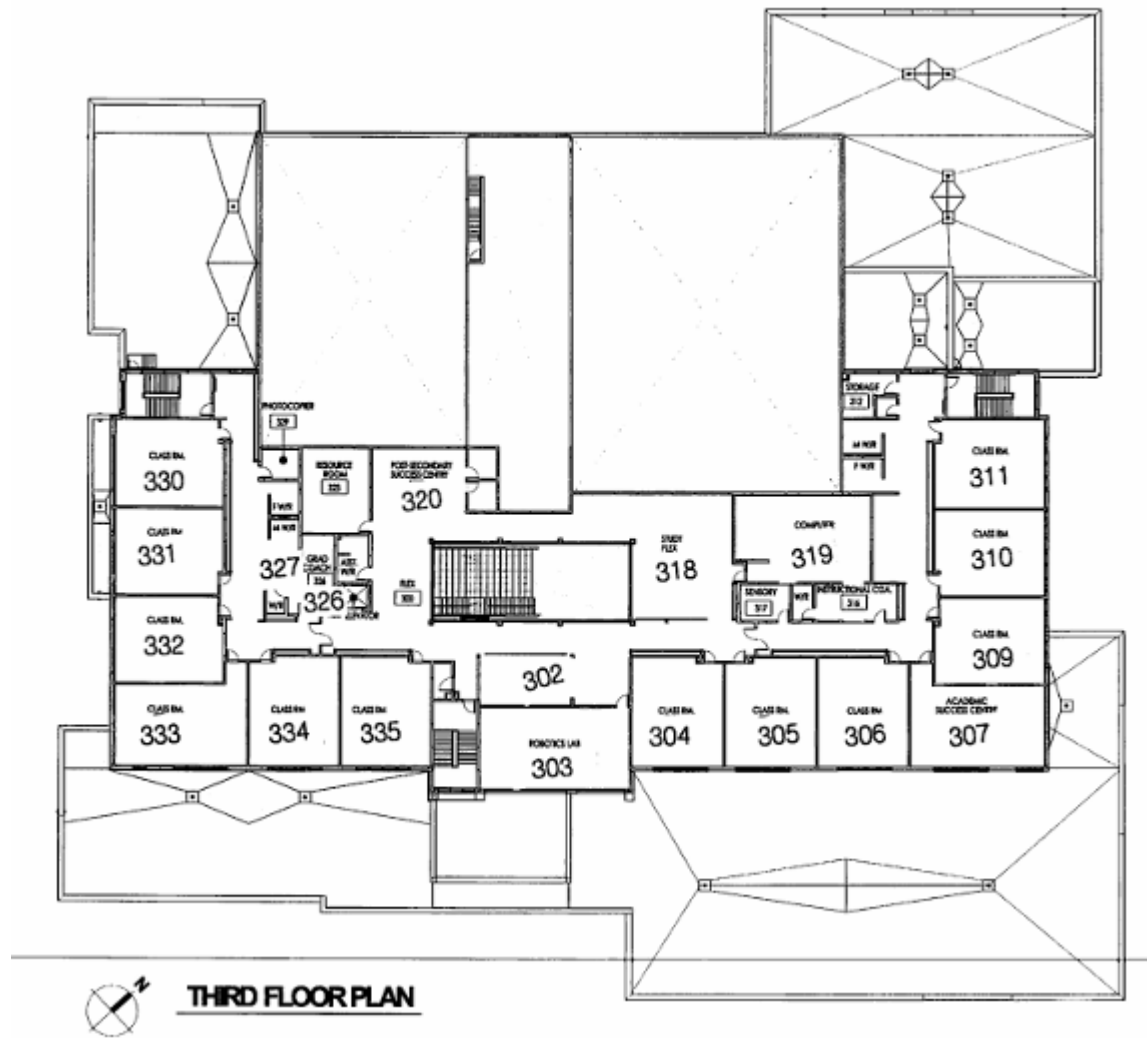
CAFETERIA SERVICES

Our cafeteria providers aim to provide an array of healthy food choices on the Menu. Check out the new variety of breakfast and lunch foods available – and be sure to enjoy the Daily Specials! Students may access the cafeteria in Room 172.

St Carlo Acutis School Map







ATTENDANCE POLICY

The Province of Alberta Education Act requires that students attend school regularly and punctually. If a student has a valid reason to miss class, we ask that the parents phone the school in a timely manner so that our teachers can be notified. If there is no phone call our automatic phone system will phone home reporting the absence that evening.

Students who have been excused from a class or classes should not be on school premises. It is the expectation that students will attend their scheduled classes as outlined in their PowerSchool schedule. Parents may not excuse a student from a class in order to study or prepare for another class while they are on St. Carlo Acutis property.

Students' Leave/Extended Holidays during School Time

Regular attendance is a requirement by Alberta Education, and as a result we cannot grant permission for an extended absence. However, we do appreciate the dilemma which families face when an extended leave must occur. Students who wish to leave school for an extended period must pick up a "Student Leave Application Form" in the main office. **The form must be completed prior to their departure.**

Procedure:

- The student should provide the Grade Coordinator with a note from their parent indicating the dates and the reason for the proposed absence.
- The student will be provided with an "extended leave" form which they will be responsible for taking to each of their subject teachers and have it signed by the teachers and the student's parents.
- Teachers will indicate the academic consequences of the proposed absence.
- The student returns the form to the office where a copy is made and submitted to the grade coordinator. The student keeps the original.

The student is responsible for the learning and assessment that took place during the absence.

PowerSchool

<https://powerschool.ecsd.net/public/home.html>

Reporting Academic Achievement

PowerSchool gives students and families an opportunity to see a live progression of student achievement in each course. It is important that students and their parents/guardians have access to PowerSchool. If support is needed, please contact the school at 780- 466-3161.

The ongoing updates provided through PowerSchool allow students and parent/guardians to be in contact with teachers throughout the semester for questions and support. The most effective means of communication with staff is via email (firstname.lastname@ecsd.net).

Student Responsibilities

RATIONALE AND PURPOSE

It is the mission of our school to help every student realize their potential and become a responsible, productive, and balanced individual within the context of our Catholic faith and within a welcoming, caring, respectful and safe learning environment. Students are expected to conduct themselves in a manner that safeguards and contributes to a safe and caring environment that fosters and maintains respectful and responsible behaviours. Every individual plays a vital role in respecting diversity and fosters a sense of belonging for all members of the school community.

We affirm that pursuant to the Alberta Human Rights Act and the Canadian Charter of Rights and Freedoms, students and staff members are protected from discrimination. More specifically, discrimination refers to any conduct that serves to deny or discriminate against any person or class of persons regarding any goods, services, accommodation, or facilities that are customarily available to the public, and the denial or discrimination is based on race, religious beliefs, color, gender, physical disability, mental disability, ancestry, place of origin, marital status, source of income, family status or sexual orientation.

Rights

Edmonton Catholic Schools share a foundational belief that all children are unique, loved by God, and created in God's image. As such, all human beings are inherently sacred and must be treated with dignity and respect. Based on this belief, the mission of each school is to help students grow as children of God in all aspects of their person; physically, academically, socially, emotionally, morally and spiritually. We affirm that the rights set out in the Alberta Human Rights Act and the Canadian Charter of Rights and Freedoms are afforded to all students and staff members within St Carlo Acutis Catholic High School. With this in mind, we believe that all members of our community have the right to:

1. Be treated with dignity, respect and fairness without prejudice;
2. Learn and grow in a secure, non-threatening environment;
3. Enjoy and maintain a clean, safe environment;
4. Always hear appropriate language;
5. Have an environment aligned with the Alberta Human Rights Act and the Canadian Charter of Rights and Freedoms, that is free from discrimination of any type.
6. Access a continuum of support through the Student Services team for those who have been impacted by inappropriate behavior as well as those who engage in inappropriate behavior.

STUDENT CODE OF CONDUCT AND RESPONSIBILITIES

This Student Code of Conduct Policy has been developed by the school community and was based on input from students, parents, and school staff. It is included in this student handbook as communication to all members of the school community. This Student Code of Conduct will be reviewed and adapted as necessary on an annual basis by members of the school community.

STUDENT EXPECTATIONS BASED ON THE EDUCATION ACT and ADMINISTRATIVE PROCEDURE 351

Students are expected to develop the talents and abilities that God has given them. Specifically, students are expected to:

- Attend school regularly and be on time for all classes. For time lost from educational activities because of unexcused absences or lates, the lessons missed may be required to be made up in the student's personal time. Significant absences or lates may require reporting to the Alberta Attendance Board.
- Students may not access personal electronic devices during instructional time regardless of where instruction occurs. A student may face an out-of-school suspension of one day for the use of an electronic device during instructional time.
- Students are expected to complete all homework and assignments. If a significant amount of work is not completed, the student may be removed from class to work independently until all missed assessments are submitted. Additionally, students who miss 50% or more of classes in a subject without a valid reason may be removed from the course and required to repeat it.
- Respect all school property and the personal property of others. Damaging or stealing school property will result in some form of restitution such as cleaning the area damaged, payment for damage, community service within the school, and a report to the school resource officer as well as a loss of privileges, suspensions, or expulsions.
- Members of our school community will refrain from conduct that serves to deny or discriminate against any person or class of persons regarding any goods, services, accommodation, or facilities that are customarily available to the public if that denial is based on race, religious beliefs, color, gender, physical disability, mental disability, ancestry, place of origin, marital status, source of income, family status or sexual orientation. Students who direct speech, videos, music, or communicate either directly or indirectly with others in a manner which is discriminatory as identified as protected grounds under the Alberta Human Rights Act may be awarded a three day out-of-school suspension.
- Show consideration, courtesy and respect for self and others and use appropriate strategies to deal with conflict whether in person or through electronic means. Students should avoid the use of actions and words that may make others feel unsafe. Resorting to physical violence, intimidation, teasing, threats, harassment, or cyberbullying is never appropriate. Students are to refrain from engaging in violence of any kind at school and during school-related activities.

Students are expected to assist in the prevention of violence without putting the student's own safety or well-being at risk, by co-operating with school staff and supporting intervention efforts. Students are encouraged to report incidents of concern to SCA staff.

If there is a problem that a student needs help with, they should tell a teacher, their grade coordinator, or the Principal. The use of physical violence may result in a suspension for 1 to 5 days, or recommendation for expulsion.

- Weapons: Students who bring weapons or items which are intended to be used as weapons to school and/or have them in their possession or access to them throughout the school day may result in a 5-day out-of-school suspension, or recommendation for expulsion.
- Assault: Students who assault others and/or engage in fights may be awarded a 3-5 day out-of-school suspension, or recommendation for expulsion.
- Possession of drugs and other controlled substances: Students who are in possession of drugs, alcohol, vapes, e-cigarettes or who are in possession of drug/alcohol/cigarette paraphernalia may be awarded a 3-day out-of-school suspension, or recommendation for expulsion. To minimize the use of vapes within SCA, there should be no more than one student per washroom stall/assisted washroom. If two or more students are found inside a washroom stall/assisted washroom, they may be awarded an out-of-school suspension because of this unexpected behaviour.
- Be responsible for their actions and behaviour. Students will be accountable for inappropriate behaviors whether they occur within the school building, during the school day, or by electronic means.

SCHOOL RESPONSES TO INAPPROPRIATE BEHAVIOUR

Bullying:

- Inappropriate behavior, including bullying, will not be tolerated
- Bullying is defined as the repeated and hostile or demeaning behavior by an individual in the school community where the behavior is intended to cause harm, fear, or distress to one or more other individuals in the school community, including psychological harm or harm to an individual's reputation. Students should not engage in bullying behaviour within and outside the school and instructional day, either in person or by electronic means.
- Incidences of bullying may be reported to any teacher, counsellor, Mental Health Therapist, School Resource Officer, or administrator that the student feels comfortable with
- Consequences for inappropriate behavior, including bullying, will be determined by individual circumstances and may include fines as per the City of Edmonton Public Places Bylaw #7608/Bullying- \$250

- All students impacted by acts of inappropriate behavior and/or bullying will have continued access to coursework and will be offered resources and support from administration, teachers, and the school Student Services/Mental Health Team, to overcome the negative actions that have led to this behavior
- Each circumstance of inappropriate behavior will be addressed individually to best determine the corrective and supportive path to follow, so that the student can return to their role in the school. Minor and major breaches of conduct will also be examined with fair and corrective interventions, based on the individual circumstances of the matter
- Note: Any of the above may result in charges, suspensions, or recommendation for expulsion. Students suspended for any reason may be barred from taking part in school sanctioned activities.

PERSONAL USE OF ELECTRONIC DEVICES DURING INSTRUCTIONAL TIME

On June 20, 2024, Education Minister Demetrios Nicolaides announced Ministerial Order #014/2024, which outlined the Alberta Government policy for Standards for the Use of Personal Mobile Devices and social media in Schools.

Cell phones/electronic devices may serve as an instructional tool and learning resource if used appropriately. We encourage our staff members and our students to use electronics and other devices to supplement instruction and learning. However, it has been proven that students who are on cell phones or other electronic devices when it is not part of the instructional lesson are not fully engaged in learning. To preserve the teaching and learning environment, this document is to clarify the cell phone/electronic devices policy for St Carlo Acutis Catholic High School.

Student use of cell phones, personal devices, or other electronic devices during the school day is a privilege. Adherence to the guidelines below is essential to maintaining an appropriate academic environment and the integrity of the classroom.

Abuse of this privilege will result in consequences such as but not limited to: suspension or loss of other privileges such as participation in school trips or activities, sports teams, and extracurricular activities.

Cell Phone/Electronic Device/Intelligent Eyewear Policy:

- a. Cell phones are to be turned off and put away in the student's locker.
 - i) No cell phones are to be used during instructional time (class time: this includes gym, field trips, or if the student is seated elsewhere in the school or in the community).
 - ii) No Air pods or headphones are to be used during class.
 - iii) No smart watches or smart glasses/intelligent eyewear are to be used during class for messaging or apps.

iv) If in non-instructional time (spares, between class, lunch, etc.), cell phones must be on silent mode so that no sound is heard.

v) No social media is to be accessed during the school day.

vi) If a student is found to be leaving the classroom during instructional time to go use their cell phone, progressive consequences will occur.

vii) Principals are not to delegate authority to teachers and thus it should not be written that way in school policy. The use of cell phones during instructional time should be a rarity...so no to a “take out your phone for a Kahoot, Quizlet etc.”. A physics teacher who has one lab a year where they need a phone could seek permission from the principal.

If a student refuses to follow the rules listed above, consequences will be immediate. Under the Alberta Education Act, Section 31, students are expected to:

- comply with the rules of the school and the policies of the board
- co-operate with everyone authorized by the board to provide education programs and other services
- be accountable to the student’s teachers and other school staff for the student’s conduct

The student will be sent to the office to meet with an administrator. A log entry will be entered into the student file and the parent/guardian is contacted. Students will serve a one-day suspension from school and school activities on the day following the infraction. If cooperation is not provided on the same day as the infraction occurs, other consequences may be put in place.

SUSPENSION AND EXPULSION

Suspension means to remove a student for a specified period of time, from one or more of the following: one or more class periods, courses or education programs; school; riding in the school bus; or participating in an activity sponsored or approved by the school in accordance with the *Education Act* Section 36. Suspensions may be served in-school or out of school depending on the severity of incident and may last for a duration of one to five days starting count on the first full school day from which the student was removed.

Expulsion means to remove a student from one or more courses or education programs, one or more schools, riding a school bus, or participating in an activity sponsored or approved by a school or the Division for a period of more than 5 school days in accordance with the *Education Act* Section 37.

- St Carlo Acutis Catholic High School administration must be guided by the School Board Policy and by the appropriate sections of the Education Act when suspending or recommending expulsion of a student. If a student is found guilty of violations of School Policies, the Education Act, or Criminal Code, the student may be suspended

or recommended for expulsion. An expulsion may occur if the safety of an individual or group of students is compromised.

- A student can be suspended from school for a period of up to five days. Parents will be informed of the suspension, and a letter will be sent home outlining the circumstances.
- In the event that the student is suspended, re-admittance to school is dependent upon an understanding being reached with the student, the student's parents, and the school administration and/or Board.
- While at home, the student will be responsible for the work missed.
- After a suspension, a student may be required to come in with their parents to discuss the student's commitment to improve behavior.
- The status of a student suspended for more than five days is reviewed by School Operations Services.
- The school may recommend that a student be expelled. This recommendation is reviewed by School Operations Services.
- **Students must not be on or around school property while on suspension.**

ECSD Administrative Procedure 330: Edmonton Catholic Separate School Division No. 7 recognizes that, while students ideally would be in regular attendance at school, there are times when for the growth experience of the student, or for the safety of others, a student may have to be suspended or ultimately expelled.

Student suspension or expulsion shall be applicable for violation of provisions of the Education Act or violation of Division or school policies on student behavior and school conduct

- Where other means of corrective action have failed to bring about appropriate conduct on the part of the student, or
- Where a student's behavior is so severe that lesser corrective action would be insufficient.
- The following principles are to be followed for the reporting, investigation, and disposition of all cases of suspension which could involve a recommendation for expulsion:
- Procedural fairness be followed, including the right to be heard and the right to an unbiased decision.
- Appropriate timelines be followed; that is, such cases must be dealt with within a ten-day time frame as specified in the Education Act.

Definition:

- The **board delegate** is defined as that person to whom the board has delegated its authority to act on its behalf in matters pertaining to expulsions, namely the superintendent, or the School Operations Services principals.

PARENT RESPONSIBILITIES

A parent has the right to choose the kind of education that shall be provided to their child and as a partner in education, has the legislated responsibility to: Section 32(a) Act as the primary guide and decision-maker with respect to their child's education,

- Take an active role in the child’s educational success, including assisting their child with complying with the child’s legislated responsibilities;
- Ensure that their child attends school regularly;
- Ensure that their conduct contributes to a welcoming, caring, respectful, and safe learning environment;
- Cooperate and collaborate with school staff to support the delivery of specialized supports and services to their child;
- Encourage, foster, and advance collaborative, positive and respectful relationships with teachers, principals, other school staff and professionals providing supports and services in the school; and
- Engage in the child’s school community.

Parents are expected to conduct themselves in a manner that supports a safe and caring learning environment through respectful and welcoming behaviour with the school community.

PARENT-SCHOOL CONFLICT POLICY

The following principle shall act as a guideline for the resolution of parent-school conflicts in Edmonton Catholic Schools:

- All parties in a conflict situation must recognize and respect the protocol, and more specifically the principle of “first contact”. This means that the person(s) who have the concern, have a responsibility to begin addressing the concern directly with those persons with whom they have the concern before taking their concern elsewhere.

SEARCH AND SEIZURE:

1. BACKGROUND

The Education Act outlines the shared responsibility of students, parents and the Division to support a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging. Where necessary, investigations are conducted into allegations of student misconduct. There are circumstances where, in the interest of school and public safety, these investigations may include searches of students and their property, police requests for information and/or police investigation of students. With respect to the circumstances in which school officials may conduct searches in relation to a student(s), this regulation reflects the Supreme Court of Canada decision in the case of *R. v. M. (M.R.)*.

Responsibility

Students, parents and Division staff have a shared responsibility for ensuring a welcoming, caring, respectful and safe learning and working environment that respects diversity and fosters a sense of belonging.

Principals are responsible for providing a welcoming, caring, respectful and safe learning environment for maintaining order and discipline in the school, on school

grounds and during activities sponsored by the Division. In circumstances where a student's conduct, whether or not it occurs within the school building or during the school day, causes concern for the safety or wellbeing of the student or others in the school community, the principal or designate will investigate and respond in alignment with this regulation.

Regulation

A. General

A student's individual right to privacy is balanced with the collective rights of all students to a safe and orderly learning environment. As such, a student, the student's belongings and school property used by the student, are subject to search in accordance with this regulation.

When investigating or responding to incidents or allegations of unacceptable student conduct, there is an expectation that reasonable and practicable efforts are made to protect the dignity and privacy of the student. The student's age, gender, religious beliefs and any other related circumstances will be considered when conducting searches.

Unless there is an imminent safety threat, searches will be conducted without intentionally touching the student's person.

School approaches to ensuring positive student conduct must not include any form of entrapment intended to entice a student to commit an act which constitutes a breach of student expectations. \

Searches of Students

1. Reasonable grounds for a search
 - a. A search may be conducted by the principal or designate when there are reasonable grounds to believe that there has been a breach of rules.
 - b. The following may constitute reasonable grounds for a search:
 - i. information received from one or more student(s) or another source of information considered to be credible;
 - ii. direct observations by a staff member; or
 - iii. a combination of any of the above considered to be credible.
2. Scope of Searches
 - a. Where reasonable grounds exist, the principal or designate has the authority to search a student, the student's belongings, a vehicle on school property, as well as any Division property used by a student, provided it reasonably relates to the grounds of the search.

- b. Searches involving students will be conducted in a manner that is as reasonable and minimally intrusive as possible based on the circumstances, by the principal or designate, in the presence of another Division employee or partner.
 - i. A student who is the subject of a search will be given the opportunity to produce the item or information they are suspected of possessing, or to reveal the contents of their clothing or belongings (e.g., the student may be requested to turn out their pockets, remove their shoes or open their bag or wallet).
 - c. It is not required to notify the student's parent before a search of the student or their belongings is conducted, but the principal or designate is expected to inform the parent about the search of the student as soon as practicable.
 - d. In the event that the student refuses a search, the principal or designate will make reasonable efforts to enlist the support of the student's parent(s) and may confiscate the student's belongings, and/or contact police where reasonable in the circumstances.
- 3. Search of Electronic Information and Devices
 - a. Subject to the requirements outlined in this regulation, a principal or designate may search electronic resources and devices whether they be in the custody or control of the Division or the student, including, but not limited to, a student's cell phone.
 - b. In the case of a search of electronic devices, the principal or designate will only search the aspects of the device that reasonably relate to the grounds of the search.

STANDARDS OF STUDENT DRESS

Philosophy: In Edmonton Catholic Schools, students are expected to dress in a manner that honors the dignity of the human person, who was created in the image of God, and that supports an inclusive, welcoming, caring, respectful, safe, and Catholic learning environment that promotes the well-being of all. Each school in the Division will have a Standards of Student Dress for their community. Understanding that it is not possible to list all the specific types of acceptable and unacceptable student dress, the purpose of establishing Standards of Student Dress is to empower students to make appropriate choices.

Students are expected to dress in a manner which is appropriate for the school day or for any school sponsored event. All students shall come to school dressed in a comfortable manner that allows them to be authentically who they are, while also meeting the standards in this document.

Students who do not meet the Standards of Student Dress will be required by the school principal, or their designate, to meet the standards before participating in school activities. Schools will facilitate the enabling of students to meet the standards in such situations whenever possible.

- Student dress must maintain personal safety and the safety of the school community.
- Students may wear clothing with logos or text on it that is positive in nature, respectful, or implies or encourages a healthy lifestyle/choice for children and youth.
- Underwear (including but not limited to braziers, bras, underpants, panties, boxers, briefs, drawers) must not be visible or exposed, and buttocks and nipples must be covered with opaque fabric and remain so during all activities over the course of the school day.
- Students are not permitted to wear articles of clothing, jewelry, or accessories that indicate or suggest membership in or affiliation with any group or organization that does not support a welcoming, caring, respectful, safe, and Catholic learning environment that respects diversity and fosters a sense of belonging.

Students at St Carlo Acutis Catholic High School may wear, as long as they are in alignment with this standard's philosophy:

- A shirt or the equivalent (tops: t-shirts, sweatshirts, sweaters, tank tops, blouse) with fabric in the front, back, and sides under the arms. * A sports bra, worn on its own, is not considered a shirt or equivalent
- Pants or the equivalent (bottoms: jeans, leggings, sweatpants, skirts, dresses, shorts), *
- Shoes/footwear*
- Headwear that is specifically required for (a) religious observance (i.e., hijab, yarmulke, turban), (b) headwear that reflects a student's culture such as a durag/do-rag, wig, headband, bonnet, or handkerchief, or (c) headwear worn for medical reasons in consultation with the principal.
- Hats, tuques, and other headwear must allow the face to be visible to staff and not interfere with the line of sight of any student or staff. Hoodies must allow the face and ears to be visible to school staff. As a sign of respect for important traditions and national institutions, hats/tuques must be removed during school prayer or when celebrations are occurring as well as during the playing of the national anthem (Oh Canada) and during the Treaty Six land acknowledgement.
- * Courses or activities may require specific attire for safety or curriculum purposes (i.e.: CTF/CTS, PE, science labs, Foods, field trips)

Students at St Carlo Acutis Catholic High School may not wear:

- Articles of clothing, jewelry or accessories that indicate or suggest membership in or affiliation with any group or organization that does not support a welcoming, caring, respectful, safe, and Catholic learning environment that respects diversity and fosters a sense of belonging
- Articles of clothing that discriminate based on age, religion, gender, ethnicity, gender identity/expression, body type, race, ability, and socio-economic status
- Articles of clothing with words or text that depict or imply hate, violence, profanity, drugs/drug use, alcohol/alcohol use, sexual activity, or criminal activity

Students who have not met the standard, as outlined above, will be addressed in the following manner:

- At the first possible opportunity for a private conversation, the staff member who has identified the issue will speak to the student about the concern in a manner that respects their privacy and dignity. Care will be taken to avoid "shaming" or statements of bias.

- The student will be presented with options to bring them into closer alignment with the standard for the remainder of the school day such as:
- Wearing another article of their own clothing which they have at school that is in alignment with the standard
- Contacting a parent or guardian to bring in an article of clothing that is in alignment with the standard
- Borrowing an article of clothing from a friend that is in alignment with the standard.
- Where possible, students should not be required to wear school owned replacement garments and should never be required to wear specific garments as a disciplinary measure.

SMOKING POLICY

In alignment with our Division policy, no smoking on school property or in the vicinity of the school. Violation will result in suspensions and/or charges/fines.

E-Cigarettes /Vaporizers Prohibited in ECSD

Children and teens who vape are especially susceptible to the harmful effects of nicotine because brain development continues throughout adolescence and into early adulthood. It can make it harder for youth to concentrate, learn and manage their emotions. Evidence suggests the developing brain may be more sensitive to the effects of nicotine compared to adults. Youth may become dependent on nicotine with lower levels of exposure than adults. Once a young person shows symptoms of physical dependence or addiction to nicotine, it can be hard for them to stop vaping.

As the safety of all our students and staff continues to be a key priority in our Division, Edmonton Catholic Schools has banned electronic cigarettes from all division property (Admin Reg 117).

HOMEWORK

Homework is defined as a learning activity that reinforces or practices a concept or skill taught. The Alberta Education curriculum taught in high school is often too lengthy to be learned totally in the time allocated to classroom instruction. As a result, to maximize the opportunity to succeed in courses, most teachers assign homework on a daily basis.

Average time for student homework or home study is as follows:

- Grade 10 - 5 - 7.5 hours per week or 1 - 1.5 hours per night
- Grade 11 - 7.5 - 10 hours per week or 1.5 - 2 hours per night
- Grade 12 - 12.5 hours per week or 2 - 2.5 hours per night

Absences from class do not absolve the student's responsibility to learn the concepts missed during the absence. Students are responsible for getting the material, either through the teachers' virtual classroom or from a friend.

It is the student's responsibility to provide a note verifying the absence or a phone call to the teacher indicating that the absence was excused upon his/her return to that class. Students with

excused absences can write exams missed on the Thursday following the absence in 307.

Parents can monitor missed assignments, tests, and grades on the PowerSchool Parent Portal.

Incomplete Assignment Protocol

The following outlines a three-step process that will be followed in dealing with incomplete assignments:

1. All assignments are to be handed in on the due date. The teacher might feel that an extension would be reasonable due to the student circumstances.
2. If after the due date or extension the assignment is not handed in, the teacher will contact the parent and inform the grade level coordinator.
3. If assignments continue to be missing, students may be assessed with a final grade of “Incomplete”.

* Contact with the parents is imperative. This ensures the home is aware of the missing assignment and will increase the likelihood that the assignment will be completed.

COURSE CHALLENGE POLICY

St. Carlo Acutis Catholic High School believes that students acquire proficiency under various circumstances and at different rates. The recognition of such proficiency is essential so that students can progress in an appropriate course.

A course challenge process is in place for students to demonstrate the skills, knowledge, and attitudes of any of the core subjects and second language programs at St. Carlo Acutis Catholic High School.

Students registered at St. Carlo Acutis Catholic High School may challenge a course by following through with the outlined procedures.

1. Application: Apply in writing to the department head of the course they wish to challenge.
The application must state:
 - the targeted course
 - the reason for the challenge
 - a recommendation from a person (a previous year’s teacher for that program area) who can indicate that the student has the potential to be successful in the challenge.
2. Interview: Have an interview (informal assessment of course objectives) with the department head of the appropriate program to assess candidacy for the challenge.
3. Portfolio: Provide a portfolio demonstrative of the full range of skills, knowledge and attitudes of the course.
4. Exam: Taking an exam at a predetermined scheduled time.

APPEAL PROCEDURES

All students must have the opportunity to receive their final marks prior to receiving their report cards. Any student or parent who feels that the awarded final mark in any course is in error, or was arrived at in an unfair manner, may appeal the mark. Appeals will be reviewed on the evaluation criteria established for the specific subject. Each subject teacher is to communicate these criteria in writing to the students at the beginning of each course.

STEPS FOR APPEAL

1. Students must first appeal to the specific subject teacher. If unresolved, the student may then appeal to the department head. Students must be made aware of their right to appeal to the principal or their designate.
2. If still unresolved, an appeal may be made to the school principal or designate. Students will then be requested to complete a form and provide a written explanation concerning the reason for appeal. The principal or designate **MUST** consult with the teacher and department head. If unresolved, students are to be made aware of their right to appeal to School Operations Services.
3. A final appeal may be made to School Operations Services. The timeline for making this appeal can occur at any time during the school year but must be made before the last school day in June.
4. A student who is dissatisfied with a grade 12 diploma examination mark may request, in writing to the Student Evaluation Branch of Alberta Education that the examination be reevaluated or the student may rewrite the examination at a later date. There is a cost involved.

ASSESSMENT POLICY

Teachers will use every effort to provide clear expectations for assignments and learning activities. Course syllabus outlines are reviewed with students at the beginning of each semester with a description of assignments and procedures for completing and submitting assignments. Both formative and summative assessments will be used throughout the term to provide students with feedback to improve their work and be successful. A variety of assessments will be used to align with course outcomes. The weighting of final exams and major assignments is determined by each department to a maximum weighting of 25% of the total course grade.

All marks are posted in real time on PowerSchool. Please consult the school calendar at the end of this handbook and the school website for reporting cutoff dates and parent teacher interviews.

With regards to “0”:

Every effort should be made to ensure students have all their work completed. This includes providing opportunities to hand in missed assignments and incomplete work. Teachers will also inform parents, and the grade coordinator. If a “0” must be placed in the mark book, it must be a blue zero (this means that it is hyperlinked with comments and actions taken). At the end of the term, if the assignments are still not completed the student may be assessed with a failing grade. They will be expected to complete the assignments prior to moving on to the next level.

PLAGIARISM

According to the Merriam-Webster online dictionary, to "plagiarize" means:

- to steal and pass off (the ideas or words of another) as one's own
- to use (another's production) without crediting the source
- to commit literary theft
- to present as new and original an idea or product derived from an existing source

In other words, plagiarism involves both stealing someone else's work and lying about it afterward. Cheating and plagiarism will not be tolerated. **Parents and Administration will be informed and will result in an academic consequence which may include the student being awarded a mark of "0" for the assessment or assignment.**

EXPECTATIONS FOR FINAL AND DIPLOMA EXAMS

The final exam schedule is posted on the school website.

Final Exam Guidelines

In accordance with Alberta Education and Edmonton Catholic Schools policies, the following conditions apply to all final and Diploma exams.

1. Required Items

- Students must:
- Bring valid photo identification (e.g., ID card, driver's license, passport, or SCA student ID).
- Bring a pen/pencil and eraser.
- Bring an approved calculator for Science and Math courses.
- Bring their own calculator (it will be cleared before entry and after Diploma exams).
- Arrive at least 30 minutes before the exam begins.
- Bring water only in a transparent water bottle.

2. General Exam Rules

- Students must remain quiet upon entry to the exam room.
- Students must stay in the exam room for at least one hour.
- Students arriving more than one hour late will not be admitted.
- No alternative dates are available for Diploma exams.
- Violations may result in removal, invalidation of exams, and possible transcript consequences.

3. Personal Belongings

- Students are NOT permitted to bring into the exam room:
- Backpacks, purses, book bags, or jackets
- Headwear (unless for medical or religious reasons)
- Loose papers, notes, or scribbles
- Any unauthorized materials

4. Prohibited Items

- Students may NOT bring or access:
- Electronic devices (phones, smartwatches, earbuds, cameras, etc.)
- Stylus pens or electronic writing tools
- Books, notes, reference guides, or papers
- Compasses, protractors, highlighters, colored pencils
- Non-approved calculators or computers
- Watches with alarms, Bluetooth, or Wi-Fi capability
- Headphones, earbuds, or recording devices
- Clipboards, timers, privacy screens, or keyboard maps
- *Note: Some items may be permitted with approved accommodations.*

5. Provided Materials

- All required scratch paper and printed materials will be provided by exam staff and must be returned at the end of the exam.

6. Security and Compliance

- Testing staff may inspect items (including glasses) for compliance.
- Students must comply with all staff instructions regarding exam security.
- Items suspected of enabling cheating may be prohibited.

7. Prohibited Behaviours

- Students must NOT:
- Cheat or gain an unfair advantage
- Use or access electronic devices during exams or breaks
- Access AI tools (e.g., ChatGPT, Photomath)
- Copy, record, or share exam questions
- Communicate with others during the exam
- Look at unauthorized materials
- Share or attempt to view another student's work

- Leave the exam area without permission
- Use unapproved software or applications
- Access lockers or personal belongings during breaks
- Disturb others or engage in inappropriate behaviour
- Bring or wear subject-related information
- Share calculators
- Remove exam materials from the room
- Plagiarize

8. Consequences

- Breaches of exam rules may result in:
- Removal from the exam room
- Invalidation of exam results
- Annotation or withholding of transcripts (Diploma exams)

9. Additional Note

- Failure to return textbooks may result in loss of Wi-Fi access and replacement fees being applied.

COURSE INFORMATION

COURSE PREREQUISITES

Although Alberta Education recognizes a mark of 50% as a passing grade, teachers will provide course recommendations for those students whose **final grades fall between 50-65%** at the end of a course. These recommendations are based on student performance throughout the course and are intended to support the student in being successful at the next level.

COURSE CHANGE REQUESTS

Course changes occur at the beginning of the school year. Students can make appointments with their Grade Coordinator to have their schedule changed prior to the start of the year.

Once the school year has started, should additional **changes** be required, students are asked to complete a form in the office. We cannot guarantee that these requests will be honored, because enrollment caps are placed on the number of students in each class and waiting lists may be in place. Students are to attend the classes on their schedule until notified by the office that the change has been made.

To **withdraw** from a course, students must complete a form that is to be signed by the parent, teacher, as well as the student. Please note that withdrawal from courses will not be allowed after the first nine weeks of each semester. Students are strongly urged to discuss any change in

programming with their Grade Coordinator before undertaking this procedure.

RETROACTIVE CREDITS

Students not achieving 50% in a course may elect to repeat a course either in PASS or Summer School or, subject to the approval of the Administration, continue in an alternate course sequence. Students who successfully complete the alternate course sequence shall be granted credit for the prerequisite course by Alberta Education. Courses for which retroactive credits have been granted will be recorded as "P" (pass) on the student's transcript record.

CREDIT LOAD

St. Carlo Acutis Catholic High School strives to provide students with learning experiences that they may not have an opportunity to access later in life. Students attend the school to gain a broader understanding and experience in a wide range of educational pursuits. The school day is tailored such that students will be actively engaged in a learning environment from 8:30a.m. until 3:15 p.m. each day (M, T, W, F) and 8:15-12:10pm (Thursdays).

The following course load expectations are required:

Grade 10 - Students are expected to carry 8 blocks (0 credit spare).

Grade 11 - Students are expected to carry 7 blocks (3 credit spare).

Grade 12 - Students are expected to take a minimum of 30 credits.

SPARES

Students with unassigned blocks (spares) must be in the Acutis Atrium (area 141/152) on the first floor of the school outside the main office. Students leaving the school during their spares should be out prior to the beginning of the next block. Students may not be in the halls during classes. Students are not allowed to loiter on the streets, in their cars, or in the alleys within the school vicinity.

STUDENT APPOINTMENTS

Students who leave the school for an appointment and expect to miss a class must check out at the office. As students return, they are to check in at the office. This allows the office staff to know if the student is in the building in case of an emergency. Students are encouraged to book appointments after school hours or during spares.

VALUABLES

While we have a number of resources in place to secure the belongings of our students, SCA students are advised to not bring valuables (including large amounts of cash) to school and to keep anything they cherish in their locked lockers. Students should not share their locker combination with others.

ELEVATOR

Students should not be using the school elevator unless they have an injury and they have received permission from SCA Administration to use the elevator.

St Carlo Acutis Graduation 2027-2028

All details (requirements, commencement, banquet, etc.) will be posted on the school website.

Grad Requirements for SCAB:

- 1) Grade 12 students are told during two major assemblies and multiple class visits that they **must be 100% complete CALM AND/OR RELIGION COURSES taken Online or at PASS (modular based) by April of graduation year. Please see your Grade Coordinator for additional information.**
- 2) Grade 12 students must have **75% completed of any core subjects taken through Online programs and/or from PASS by this predetermined date.** This is the only timeline that students wishing to participate in convocation at St Carlo Acutis Catholic High School can follow.
- 3) Between the Graduation Coach and Grade Coordinator, parents will be notified of their child not passing a required graduation course at multiple times throughout the year.
- 4) **Through conversation with parents and school staff, a concession MAY be made for a student for ONE course which can have a mark of 45-49%.** If a student is close to passing, the Graduation Coach and Grade 12 Coordinator will determine based on the following criteria:
 - a) Completing any missing assignments
 - b) Regular attendance
 - c) Student effort to succeedA final decision will be made on a case-by-case basis with the principal having the final decision on whether to allow the concession.
- 5) If a student failed a required diploma course for graduation is S1 but has registered for the diploma prep course and to rewrite in S2, they will be allowed to be part of graduation.
- 6) All graduating students are to complete an interview with the school counsellor.
- 7) The Final Graduation List will be posted in front of the office **approximately one month before graduation ceremonies. Please see the office for details and specific dates.**

Grade 12 students who do not meet the above and below criteria may attend the banquet and dance but will not be recognized at the graduation ceremonies at the church or have their picture included on the Graduation Class Composite.

POST GRAD / AFTER GRAD In the past, students have taken it upon themselves to organize post grad or after grad activities following the banquet and dance. As per School Division Administrative Procedures, St. Carlo Acutis Catholic High School will have absolutely NOTHING to do with post-graduation parties or events. These after-hour events ARE NOT sanctioned by or connected to St. Carlo Acutis Catholic High School or its safety.

____ 100 Credits ____ English 30-1 or 30-2 ____ Social 30-1 or 30-2 ____ Math 20 Level (Math 20-1, 20-2 or 20-3) ____ Science 20, Science 24, Biology 20, Chemistry 20, Physics 20 (OR Combination of Science 10 & 14) ____ CALM ____ Phys. Ed. 10 (3 credits) ____ Religion 15, 35, Religions of the World ____ 10 Credits at the 30 Level* (<i>Not including English or Social</i>) (35 Level Locally Developed, 3000 Series CTS, Work Experience 35, One 30-4 K&E, 35 Level RAP, Religion 35, Learning Strategies 35) ____ 10 Credits in any Combination* (C.T.S., Fine Arts, Second Languages, 35 Level RAP, Phys. Ed. 20/30, Locally Developed CTS Courses) <i>*Can double dip 30 Level Credits and 10 Credits in any Combination for the following courses: Fine Arts 30 Level, Second Language 30 Level, Phys. Ed. 30 Level)</i>	____ 80 Credits (at least ONE dash4 course is required) ____ English 20-2 or 30-4 ____ Social 10-2 or 20-4 ____ Math 10-3 or 20-4 ____ Science 14 or 20-4 ____ CALM ____ Phys. Ed. 10 (3 credits) ____ Religion 15, 35, Religions of the World ____ 5 Credits at the 30 Level: • K & E Occupational course, OR • CTS course, OR • locally developed course with an occupational focus AND ____ 5 Credits at the 30 Level: • K & E workplace practicum course, OR • Work Experience, OR • 30-level Green Certificate Course OR ____ 5 credits at the 30 Level • Registered Apprenticeship Program (RAP)
---	---

Alberta Certificate of Completion

Alberta Certificate of Completion Includes a modified curriculum: - Literacy - Numeracy - Mathematics - Science - Religion/Social Justice	Social Development in the following areas: - Life skills (including cooking and physical activity) - Employability preparation and training - Work Study(Independent or Assisted)
--	--

STUDENT ACHIEVEMENT RECOGNITION

ACADEMIC HONORS AWARDS

Academic Honors Awards are given to students who meet the Alexander Rutherford Scholarship criteria. Please check the following website for the criteria. www.alis.gov.ab.ca/scholarships

Click on “view alphabetical” and click on “Alexander Rutherford”.

Please follow the website for scholarship instructions. Alexander Rutherford Scholarship application forms are now completed online and not at St. Carlo Acutis Catholic High School.

Website & Link	Description
Yconic	Subscribe to Yconic's website to access a great database of scholarships which are offered by banks, organizations, and more.
Scholarships Canada	Sign up for Scholarships Canada to receive personalized scholarship suggestions and find many opportunities open to all students across Canada. Your login also grants you access to websites like StudyinCanada.com and SchoolFinder.com, where you can browse schools across Canada and see which schools may be a great fit for you!
Student Scholarships	Visit this website to view several categories of scholarship lists, articles about various careers' salary information and what their day-to-day looks like, apply for low income grants, etc.
Edmonton Catholic Schools Scholarships	Visit the website to view ECSD's list of scholarships at the division, school, Govt. of Alberta, & external levels.
ALIS (Rutherford)	This Alberta website helps give more information about key aspects of paying/receiving money for your education. This includes things like saving and borrowing money, applying for financial aid and bursaries, Alexander Rutherford, etc.
Alberta Student Aid	Visit the Government of Alberta's Student Aid website for a comprehensive database of all scholarships offered by the Govt. - Browse scholarships by category (i.e., academic, athletic, citizenship/leadership, Indigenous, language, technology, etc.) - See a list of <u>all</u> Govt. of Alberta scholarships, the criteria, amounts, etc., and other featured scholarships HERE
Edmonton Community Foundation Scholarships	Create an account on ECF's website to gain access to scholarships that are offered exclusively to Edmontonians and surrounding community members.

Important Links for Students and St. Carlo Families

1. My Blueprint: <https://myblueprint.ca>
 - CALM course requirement
 - Graduation planning and course selection
 - Career exploration
 - Post-Secondary information
 - Trade school/apprentice exploration information
 - Scholarship information

2. PowerSchool: <https://powerschool.ecsd.net/public>
 - For Students:
 - Check your most up-to-date marks
 - Email links to all staff
 - Check your attendance

 - For Parents/Guardians
 - Pay fees and print receipts for paid items
 - Email links to all staff
 - Check student marks and attendance
 - Check current address, phone numbers
 - Electronically sign verification documents

3. My Pass: <https://public.education.alberta.ca/PASI/mypass/welcome>
 - View your DAR (Detailed Academic Record)
 - Register to write/re-write diploma exams
 - Order transcripts for post-secondary applications and scholarships
 - Apply for Rutherford Scholarships
 - View student/parent/guardian address information
 - It is vital that every student has a My Pass account prior to the end of Grade 11. Students will need to use a personal (not school email) for this account.

**" TO ALWAYS BE
UNITED TO JESUS,
THIS IS MY
LIFE PLAN."**

–St. Carlo Acutis



stcarloacutis.ecsd.net

SERVICE • EXCELLENCE • LEARNING • FAITH