



WELCOME TO HUNTING HILLS!!

Building Our Future Today

OUR VISION:

A culture of respect, inclusion, caring, and excellence where every student succeeds.

OUR MISSION:

Hunting Hills High School is striving for excellence by providing the best curriculum, instruction, and learning opportunities in order to maximize the potential of all students.

MESSAGE FROM ADMINISTRATION:

Hunting Hills High School has a proud history of offering diverse opportunities enabling students to excel. We count on the continued support of students, staff, parents and community, so that Hunting Hills can continue to be a proud example of academics, responsible citizenship and sports excellence.

When you choose Hunting Hills as your high school, you are making a commitment to strive for excellence. The knowledge, skills and attributes that you develop throughout your high school years will serve you well in your future endeavors. Our graduates will enter the world of employment or post secondary education with the knowledge, experiences, skills and creative attributes to achieve success and to live fulfilling lives.

We believe the 2021-22 school term will be another great year for students and staff at Hunting Hills. We wish you every success in the year to come!

This year's opening will be different. We are working diligently to provide you with a safe environment at HHHS. Please ensure that you and your parents have read Red Deer Public's information on Covid protocols. You can find the information [HERE](#). You will be expected to wear a mask and follow physical distancing guidelines as set out by Alberta Health Services.

Darwin Roscoe, Principal
Jim Bussard, Vice-Principal
Shelley Lower, Vice-Principal
Ryan Kure, Vice-Principal

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GENERAL SCHOOL INFORMATION

1. ACCIDENT INSURANCE

All students are covered at any school sponsored activity under a district blanket insurance policy. Additional insurance is available to purchase and forms are distributed to students at the beginning of the year. Information can be obtained by calling the district office at 343-1405. If you sustain an injury while on school property, report the injury to your teacher immediately. Main office must also be informed.

2. ADDRESS/TELEPHONE CHANGES

On Powerschool, please use the RSVP through the parent portal to make changes to your address and/or contact information.

Complete a change of address if you have moved or if there is any change of personal information, including parent/guardian work numbers, etc. In the event of an emergency, accurate records are important in addition for mail out of report cards, notices, etc.



3. COMMUNITY SERVICES DIRECTORY & CRISIS RESOURCES

Hunting Hills Cares! We want everyone to feel welcome and safe here at HHHS. Your comments and concerns are important to us. Confidentiality is assured. Visit <http://tinyurl.com/huntingcares> for a complete confidential reporting of concerns for yourself or others, celebrations & accomplishments, and anonymous tips. For Community Services Directory and Crisis Resources, refer to page 6 for listings or visit <http://www.rdpsd.ab.ca/CrisisResources.php>.

4. EMERGENCY RESPONSE/CRISIS PLAN

In striving to provide a safe, secure and caring school environment a Response/Crisis Plan for emergencies has been developed through "Hour Zero". Response plans are explained to students and reviewed throughout the year. To ensure all students and staff members react appropriately should an emergency occur, evacuation, lockdown, shelter-in-place, and fire drills will be scheduled periodically throughout the year.

5. LEADERSHIP EXECUTIVE

The Leadership Executive at Hunting Hills High School is designed to represent the general student body. All four grades are represented by individual grade reps. As well, there are various executive positions which are necessary to cover other vital areas of activity in our school.

There will be an opportunity for the student body to elect the Leadership Executive for the upcoming year in the spring elections. It will be the responsibility of the Leadership Executive to plan and organize various activities in school with the purpose of providing the whole student body with a full experience of school life. Social activities that may be sponsored by Leadership Executive include dances, spirit days, community service projects, fundraising and speakers on various school related issues. This year, students interested in working with the Leadership Executive in planning activities are invited to join our Leadership class which will be held outside of the timetable. Leadership students will be an integral part of our H-Team working with a staff member and their cohort.

6. LEARNING COMMONS

The collection of print, audio-visual, and computer-based resources has been selected to both support the curriculum and to provide the opportunity for exploration of additional areas of interest.

- The Learning Commons is open from 8:15–4:15 pm Monday to Thursday and 8:15 am–4:00 pm Friday.
- Students are required to present their ID card at the circulation desk to sign out library materials or use the computers.
- There is a borrowing limit of 5 books per student that may be signed out at any given time.
- Fiction and non-fiction materials are signed out for a period of two weeks.
- Reference material may be signed out after school only and is to be returned the following morning, before classes begin.

Overdue Policy:

- Borrowing privileges are suspended if a student has an overdue item.
- Students are responsible for the cost of lost/stolen/damaged books.

7. LIGHTNING CAFÉ

Cafeteria services are available Monday – Friday (8:30 AM–1:45 PM and 2:20 PM–3:50 PM). Daily hot lunch specials are available as well as other nutritious menu items. Our cafeteria will follow Covid protocols set by AHS.

8. SCHOOL COUNCIL

Parents, students and staff have the opportunity to be a part of the governance at Hunting Hills. School Council meets eight times per year on the last Monday of the month at 7:00 pm in the library. Please come, we value your input.

9. STUDENT RECOGNITION PROGRAMS

Our Hunting Hills' Power of H awards are sent digitally to students who exemplify one or more of our 5 pillars: Home, Heart, Honour, Hope and Health. The student recognition program is based on a staff nomination and is designed to motivate and reward students who have demonstrated the Power of H. HHHS staff also send out postcards to students. These will be mailed out to the residences of nominated students. We encourage our students to be outstanding citizens who make HHHS a better place to be. Our School Council financially supports this program.

Each staff member has Lightning Loonies to give to students showing excellent effort or for classroom accomplishments. These Lightning Loonies may be redeemed for nutritious items from the Lightning Cafe.

10. STUDENT SERVICES CENTER

Counselling interventions promote students' personal and social growth and fosters their education and career development. The counsellors in Student Services are available to all students to provide services in areas such as:

• Educational Counselling • Personal/Social Counselling • Career Counselling • Information and Referrals • Crisis Interventions • Individual and Group Counselling • Coordination of Services • Transition from Middle to High School.

Students are encouraged to drop by Student Services to take advantage of the many services offered through the Student Services department. Students may book their own appointments at the front desk or referrals may also be arranged by parents, teachers, administrators or others.

Every effort will be made to maintain confidentiality between student and counselor. However, if information is revealed that a student is in danger or in urgent need of additional professional support, such information will be used to ensure the safety of the student and others.

11. TELEPHONES

Student Services has a student phone available for local calls.

12. TUTORING

Students who are experiencing difficulty in any of their courses can make a request for a peer tutor through Student Services. Students that demonstrate a talent in any area are asked to sign up in Student Services as peer tutors. Regular tutorial sessions are offered for English, Social Studies, Math and Science. Please check with your classroom teacher for locations and times.

13. VIDEO SURVEILLANCE

Video cameras are currently in place for security purposes.

14. VISITORS AND GUESTS

Due to Covid protocols, we are restricting visitors to Hunting Hills. We ask any visitor to Hunting Hills to make an appointment through our Reception. At this point, we are working hard to ensure safety for our staff and students so this is why we ask that you enter the school by appointment only. Parents and/or visitors must follow our guidelines in regards to masks and hand sanitizing.

Please try to assist and be courteous to all visitors in our building. (Visitors are asked to let us know they are here by signing in at the Main Office). Students are requested not to have out-of-school friends in the building.

15. WHEELCHAIR ACCESSIBILITY

Accessible washrooms are located throughout the school. An elevator is located in the school. For use of the elevator please inquire at the main office.

16. COMMUNITY SERVICES DIRECTORY & CRISIS RESOURCES

24 HOURS:	
Emergency / Crisis Services	9-1-1
Distress Line for the 403 Area Code	1-800-SUICIDE
Distress Centre – Calgary	1-403-266-HELP
Distress Line for the 780 Area Code	1-800-482-HELP
Sexual Assault Crisis Line Red Deer	403-356-1099
Sexual Assault Crisis Line Long Distance	1-866-956-1099
Kid's Help Line	1-800-668-6868
Child Abuse Hot Line	1-800-387-5437
Bully Line for Youth	1-888-456-2323
Central AB Women's Emergency Shelter	403-346-5643 / 1-888-346-5643
Native Youth Crisis Hot Line	1-877-209-1266
LOCAL RESOURCE LIST:	
Suicide Information & Education Services: Living Beyond Suicide Loss Support Group Education Programs Counseling Services	403-342-4966
49 th Street Youth Shelter	403-341-3190
Youth Phone Line	403-358-3674
Shelter Text Line (text 24 hours)	403-358-1517
Mental Health Clinic (AHS Walk In Counseling) Monday-Friday 8am-4:30pm	403-340-5466
Parkland Family Centre (Walk In Counseling) Tues/Thurs 1pm-8pm Friday 1pm-3pm	403-340-8995
Canadian Mental Health Associations	403-342-2266
Suicide Information & Education Services	403-342-4966
Police & Crisis Team (PACT) – Red Deer	403-406-2505
Addiction Services	403-340-5274
Central Alberta AIDS Network Society	403-346-8858
Family Services of Central Alberta	403-343-6400
RESOURCES:	
Alberta Mental Health Help Line	1-877-303-2642
Crisis Line (403 Calling Area)	1-800-784-2433
Crisis Line (780 Calling Area)	1-800-482-HELP

GUIDING PRINCIPLES FOR BEHAVIOUR: SCHOOL POLICIES & GUIDELINES

All individuals on and off campus need to demonstrate:

- Respect of self
- Respect of others
- Respect of property
- Respect for education

The Board of Trustees authorizes a Principal or District employee designate to conduct a search of a student, school property of a student, and/or student articles and objects. Therefore the following may be subject to search:

- students;
- school desks, lockers, and school storage areas used by students;
- articles and objects belonging to or used by students either on school board premises or during off-site activities including but not limited to backpacks, clothing, purses, suitcases, and tote bags; and;
- District electronic information resources used by students.

EDUCATION ACT

(Section 12)

Students, parents and staff should be aware that the Alberta School Act requires that students shall conduct themselves reasonably and in accordance with the following code of conduct:

- be diligent in pursuing their studies
- attend school regularly & punctually
- comply with the rules of the school
- cooperate fully with everyone who provides education programs
- account to their teachers for their conduct
- respect the rights of others

Complete Alberta Education Act is available for review online:

https://www.qp.alberta.ca/1266.cfm?page=E00P3.cfm&leg_type=Acts&isbncln=9780779817665

1. APPEAL PROCEDURES

Students and parents do have the opportunity to appeal decisions made at the school. The procedure parents and/or students should follow is to:

- a. Discuss issue with the teacher involved (if applicable).
- b. Discuss issue with the grade administrator/Vice Principal.
- c. Discuss the issue with the Principal.
- d. Contact the Superintendent's office.

2. ATTENDANCE / ABSENCES

It is extremely important that students attend school regularly. Achievement is closely correlated with excellent attendance. There will be progressive consequences for truancy. **If you are going to miss a class or be absent for any reason your parent or guardian must inform the school with a call or email to our HHS Attendance line prior to the absence. Please contact hhsattendance@rdpsd.ab.ca**

The only acceptable reasons for absences are medical, bereavement, school authorized activities, or if prior approval has been received from your teachers. Students that are truant may be assigned a zero for missed work. Failure to inform us of your absence is a serious problem. Students who have unverified absences will receive a computerized phone call to their home to confirm the absence with parents. **You must sign out at the office if you are leaving the school early.**

Students are expected to be on time for all classes. Being late for class will only be excused when the student has a note from their parent/guardian, a teacher, or the office. Frequent tardiness will result in time spent in the Effort Room.

3. DRESS CODE

Students will come to school dressed appropriately, in accordance with the policies outlined by the school. Clothing needs to be appropriate to the educational setting. Failure to comply may result in disciplinary action.

Students are not allowed to wear clothing that is inappropriate, such as:

- a. Offensive to others
- b. Foul or suggestive language or pictures
- c. Promotes alcohol or drug use and associated paraphernalia
- d. Skirts/dresses/shorts no shorter than mid-thigh
- e. Shirts/tops must have shoulder straps
- f. Clothes must cover undergarments
- g. No low cut tops, or mid-riffs
- h. No see-through clothing
- i. No headwear in the office or library. Teachers will make a decision about headwear in their classroom.

Note: The school has authority to make decisions regarding the appropriateness of clothing. Students wearing inappropriate clothing will be asked to change.

4. EVALUATION, EXAM. & ASSIGNMENT POLICIES

Hunting Hills has adopted Alberta Education's Examination Policy for **ALL** grades and **ALL** exams as follows:

*“Students may not bring any headsets, CD players, digital audio players, cell phones, pagers, or other electronic devices into the examination room. No hand-held electronic dictionaries and no electronic or paper templates and/or graphic organizers are allowed. Students may not bring prohibited calculator materials into the examination room. Any student **in possession of materials not allowed in the examination room will have his/her mark invalidated.**”*

a. **Course Expectations and Evaluation**

Each teacher will provide the student with an outline of the course and the evaluation procedure which is to be followed in arriving at the final grade.

b. **Electronic Reporting (PowerSchool)**

Grades are available online. Please contact the school for details about your student’s login and password.

c. **Parent / Student / Teacher Conferences**

Conferences are held at the school in the fall and again in the spring. Times and dates will be posted. The hope is parents/guardians will attend to meet the teachers and to discuss their child’s progress.

d. **Mark Appeal Procedure**

Students who wish to appeal a final mark awarded by the school should first consult with the teacher. After discussion with the teacher, the student may appeal in writing to the Principal within one week of receiving their report card.

e. **Missed Exams / Assignments**

EXAMS: If a student misses an exam or assignment due to truancy they will be assigned a mark of 0%. Students will not be penalized for missing assignments/exams due to illness or other justifiable causes. Parent/guardian verification prior to writing is advisable to avoid a zero mark. In most circumstances, the student will be given the opportunity to write the exam or its equivalent upon their return to class. Alternative arrangements may be made to have the student write outside of class time or alternate location such as the Exam Room.

ASSIGNMENTS: Assignments that are not handed in by the due date shall be assigned an NR (not received) which equals a mark of 0%. It is expected that the assignment will be completed in a timely manner so that a mark of 0% will not be assigned in the final grade. Late assignments may receive: a reduced value; be excused (E); or an alternate assignment may be given. Reduced grades may range in value depending on the type of assignment given.

f. **Final Exam Policy**

If a student misses a final exam due to truancy, he or she receives a mark of zero pending an appeal to administration. Students may not exempt final exams other than for the following and only with approval from the Chief Examiner: Medical (doctor’s note required), Court (copy of docket schedule required), Bereavement (note from parent/guardian), Inclement weather (Official advisory). Parent/guardian verification prior to writing is advisable to avoid a zero mark. If this is the case, alternative arrangements may be made. Under normal circumstances, all common, Provincial Achievement tests, and diploma exams **must** be written during the scheduled times. Students who are aware of a conflict regarding exams must see an administrator as soon as possible. Students missing non-common exams will be referred to their course teacher. Students missing common exams (unless for reasons stated above) will not be able to write. The class mark will count as their full grade and will have their final mark calculated as follows: *Final mark = student’s year average +/- the difference of the class years’ average and the class’s exam average.*

NOTE: Students found with a cell phone, I watch or MP3 device (on or off) while writing a final and/or diploma exam will receive a “NO MARK” on their exam.

g. **Diploma Examinations**

As stated above, all diploma exams **must** be written at the scheduled times and dates. Failure to write at the scheduled time and date may require the student to write the exam at the next exam sitting resulting in a delay of final course mark being awarded. Diploma exams are held in English 30-1 & 30-2, Social Studies 30-1 & 30-2, Math 30-1 & Math 30-2, Science 30, Biology 30, Chemistry 30, and Physics 30. The final course mark will be a blended mark: 70% from school awarded mark and 30% of the provincial diploma exam mark. The high school transcript will show three marks: school awarded mark, diploma exam mark, and the final blended mark. *A student must receive a final blended mark of a minimum 50% to receive credit for the course.*

Prerequisite Marks for Diploma Examination Courses: Students in grade eleven who request to register in a Diploma examination course must have a minimum mark of **65%** in the prerequisite course.

Rewriting Diploma Examinations: If for any reason a student wishes to rewrite a Grade 12 diploma exam, he/she may do so by making an application to write the exams at the next scheduled sitting (January, April,

June, August, or November). Application for rewriting a diploma must be made through the myPass Alberta Education account.

Examination Schedules: Exam schedules will be posted on school monitor, school website, and paper copies available at the main office.

5. **LITTERING**

Students are responsible for cleaning up their own garbage when they are on school property. Any student who is caught breaking this rule may be asked to complete school service hours.

6. **MINOR OFFENCES**

Students may be assigned to the Effort Room. Students must bring books, assignments, homework, and writing tools in order to successfully complete work during this time. No food, drink, or ipod devices are permitted – cell phones must be turned in. Students may be expected to contribute to the school community by performing service hours.

7. **MINOR OFFENCES**

The consequences of a major offence will be a suspension and possible expulsion.

Criteria to determine the seriousness of an incident includes the nature of the activity, duration, target, intensity and frequency.

The following are examples of major offences:

- Use or possession of alcohol or drugs
- Physical Abuse
- Deceit
- Profanity
- Defiance
- Theft
- Vandalism
- Possession of weapons
- Chronic absenteeism/tardiness
- Plagiarism
- Moving violations in vehicles
- Bullying
- Cheating
- Use of tobacco products on school grounds
- Verbal abuse, intimidation, harassment
- Fighting
- Inappropriate use of internet/computers as per student contract

8. **SCHOLARSHIP & AWARDS**

You may access information on Awards & Scholarships via the school website or by visiting Student Services.

Honours / Awards Grade Assemblies:

The Honours Grade Assemblies will be held in the fall each year. In our upcoming year, we may be restricted by AHS in regards to numbers of students allowed to attend assemblies. If this occurs, we will find an alternate method to recognize our recipients.

This is a celebration for students currently in Grade 10, 11 and 12 who have received Honours or Honours with Distinction from the previous school year results, according to criteria described further below.

For students who had the highest mark in the course and/or students who are / will be receiving: Scholarships, Bursaries, Memorial Awards, or other special awards.

****Grade Honours**

Certificates and an invitation to the Honours Grade Assembly will be awarded to students with an average of **79.5%** or better using the following criteria below.

****Honours with Distinction**

Certificates and an invitation to the Honours Grade Assembly will be awarded to a student achieving an average of **89.5%** or better using the following criteria.

**** ALL courses MUST be completed at Hunting Hills High School.**

***Grade Nine**

Averages are calculated using six subjects including English, Social Studies, Math, Science, and the highest marks in two option classes.

***Grades Ten and Eleven**

Based on 5 subjects. It must include English (at the grade level) and any two of the following:

- Math
- Social
- Science, Chem, Bio, or Physics
- Second Language
- and any other two subjects **at the Grade level** (including courses listed above).

9. **SMOKING**

It is illegal for persons under 18 to be in possession of tobacco products or e-cigarettes (vapes). The use or possession of tobacco products and /or vapes is not allowed within the school or on school grounds. Smoking is not permitted at the Collicutt Centre. Infractions will result in confiscation, possible suspensions, and police fines.

10. **SPARE PERIODS**

Students in grades 9 and 10 should NOT have spare periods. Grade 11 students may have one administrator granted spare period if they meet the credit count to ensure on track graduation. Grade 12 students are expected to use their time wisely when not in class and to be in the Learning Commons or the lower Gathering Area.

INTERSCHOOL ATHLETICS

The athletics program at HHHS provides an opportunity for students to participate in a wide variety of sports within an educational setting. These activities offer an opportunity for athletes to develop socially and physically. All students participating in the athletic program must achieve academic and social standards to maintain their eligibility.

Athletic fees are set at the beginning of the season. Fee information is available through the Athletics Office. Students **must** have made payment or have made arrangements to do so no later than the date indicated on the player fee form of their sport(s). If this is not carried out, the player will be in a “*no practice, no play*” situation until arrangements or payment have been made.

You may qualify for a tax credit – info also available at the Athletics Office.

1. **ATHLETIC/EXTRA-CURRICULAR ELIGIBILITY POLICY**

Students must maintain a passing (50%) average in each of their courses & attend school regularly. Students will have their academic progress closely monitored by the coach & Teacher Advisor.

Any mark below 50% will be investigated by the coach and teacher. Students may be placed on probation until their performance improves to a satisfactory level. Failure to improve the performance level will result in suspension from the team.

A student must carry a minimum of 10 credits per semester.

Grades 9 & 10 must be full time.

Each student is eligible for high school athletic competition for three consecutive years after registration in grade 10 providing the student is under the age of 19 on September 1 of the school year.

ASAA Transfer Policy - Students who transfer schools after gr. 10 may be ineligible for interscholastic competition unless they establish their eligibility.

2. **LEVELS OF COMPETITION**

We have grade 9, junior, and senior levels of competition at Hunting Hills. All of our teams are known as LIGHTNING!! Interscholar sports provide an exciting and fairly inexpensive form of entertainment. **All students are encouraged to try out for the inter school teams.**

3. **REGION OF COMPETITION AND ATHLETIC TEAMS**

Hunting Hills is a member of the Central Alberta Schools Athletic Association (CASAA). This organization includes schools as far north as Camrose, south to Bowden, west to Rocky Mountain House, and east to the Saskatchewan border. Our athletes and teams compete in the following activities with this organization: **FALL:** Cross-Country Running, Football, Volleyball, Golf; **WINTER:** Basketball, Curling, Handball; **SPRING:** Badminton, Tennis, Track & Field, Soccer, and Rugby. Students in grade 9 at Hunting Hills will have the opportunity to compete in activities organized by the Red Deer Junior Schools Athletic Association.

STUDENT INFORMATION

1. **ADDING / DROPPING COURSES**

The selection of courses is a very important decision, and students are expected to explore all avenues prior to such decisions. All requests for adding or dropping courses must be directed to Student Services. Approval to drop or add a course will not be given lightly. Minimum credit loads must be maintained. Refer to School Fees for the refund policy.

2. **DIGITAL CITIZENSHIP**

Digital citizenship is the appropriate and responsible behavior with regards to technology use. Digital citizenship should be practiced in every course, throughout the school and at home. It is an ongoing partnership between teachers, students, and parents. Just as teachers build an awareness of the importance of digital citizenship at school, parents build and reinforce these concepts with their children at home. Students need to approach any use of technology with the digital citizenship components in mind.

Electronic devices are permitted in instructional areas with the instructor's permission and inappropriate use may result in a loss of privileges. In such circumstances or in situations of defiance, a student may be referred to administration.

NOTE: Electronic devices (laptops / chrome books may be exempt in some circumstances) are NOT permitted during examinations and their use may result in the student receiving a zero mark.

3. **CITY TRANSIT BUS PASS**

- Two types of ANNUAL bus passes will be available to students living in excess of 2.4 KM from their designated school: Restricted (for use on all school days) and Unrestricted (used at any time). Application forms are available at the bookstore.
- Lost or stolen bus passes are replaceable for a \$10.00 fee.

4. **CLUBS**

Get involved! Either join a club or start up a new club. Joining a club is a great way to meet new friends and expand your interest.

5. **COMPUTER USE**

Students are expected to use information and communication technology (e.g. computers) as an educational resource and in a responsible fashion. Students are subject to disciplinary action in the event of inappropriate or unacceptable use.

Students attending Hunting Hills are very fortunate to have access to a variety of computer applications. These guidelines apply to their use:

- Students are expected to demonstrate appropriate use of computers and software.
- The school has licenses for the software that it uses. Students may not copy these programs or the related applications.
- Copying also applies to any copyrighted materials accessible by the Internet or other software.
- Each student is assigned an RDPSD username and password. This is used to login to their Google accounts. RDPSD access expires 90 days after graduation. A student's MyPass account MUST use a personal email not an RDPSD account.
- Computer access may require an ID card.

6. **CREDITS**

A diploma is issued by Alberta Education to those students obtaining 100 credits in prescribed programs of high school instruction. Each course is assigned a credit value based on the number of instructional hours. Each credit is equivalent to 25 hours of instruction.

Students achieving 40-49% in a course may repeat the course or elect to continue in an alternate course sequence. Students who successfully complete the higher level in an alternate course sequence shall be granted credit for its prerequisite course.

7. **DANCES**

Dances are intended for students and invited guests. Names of guests who are not HHHS students must be submitted to administration by the stated deadline before the dance and must be approved by administration in order to attend. Students are responsible for the conduct of their guests. As it is a school activity, students who do not follow the school rules such as the use of drugs and/or alcohol prior to or during a dance are subject to suspension.

8. **DIPLOMAS**

Students will be eligible for a high school diploma upon completion of the requirements as established by Alberta Education. Students should acquaint themselves with the requirements for a high school diploma, and also the requirements for any post-secondary program they are considering. Information and clarification can be received from any of the counselors in Student Services or with our Career Advisor.

9. **GRADUATION**

The graduation requirements for the Alberta High School Diploma as well as requirements to attend HHHS graduation ceremonies are outlined as follows:

Minimum of 100 credits which **must include**:

- English 30-1 or English 30-2
- Social Studies 30-1 or 30-2
- Math 20-1, Math 20-2, Math 20-3
- Science 20, Science 24, Biology 20, Chemistry 20, OR Physics 20
- Physical Education 10 (3 credits)
- Career & Life Management 20 (CALM 20) (3 credits)
- 10 credits in any 30 level courses other than English 30-1/30-2 & Social Studies 30-1/30-2.
- 10 credits from any CTS course, Fine Arts, Second Languages, Phys. Ed. 20 and/or 30.

Students must have completed or have a grade above 40% in the requirements listed above to be on the grad list and take part in our graduation ceremony. If the student is taking an online course they will be required to have completed the majority of the course 4 weeks prior to the graduation date.

**Students who are taking diploma required classes online must have
50% completed of a 5 credit class or 75% of a 3 credit class 4 weeks prior to graduation
60% completed of a 5 credit class or 80% of a 3 credit class 3 weeks prior to graduation**

IF GRAD IS 3RD WEEK OF MAY

All graduation information regarding ceremonies, pictures, fundraising, events, etc. will be posted on the school website (<http://huntinghills.rcpsd.ab.ca/Graduation.php>), through emails and announcements sent throughout the year with detailed information. Any questions regarding Graduation can be directed to your grade VP, counsellor or Career Suite coordinator. The graduation lists are posted regularly. Students should check that they are on the list and meet the credits required.

Note: All owing amounts on account must be cleared before graduation banquet tickets can be purchased.

10. **LOCKERS AND LOCKS - Under Covid restrictions, students will not be issued lockers or locks for the start of the 2020-2021 school year.**

Lockers remain the property of the school and may be inspected at any time. Students in Phys. Ed. will require a second lock and locks in the change room must be removed at the end of each class. Only school locks may be used and can be purchased at the bookstore. Personal belongings are to be locked up at all times. The school cannot assume responsibility for lost/stolen property. Lockers must be cleaned out by the final day of exams. Anything left in lockers will be donated to charity after the last day of school.

11. **LOST AND FOUND**

Lost and found items are to be brought to the office. Texts may be claimed at the bookstore. Items not collected by the last week of each month will be donated to charity. Stolen items should be reported to the office immediately. If theft is suspected, please submit a written report to the main office listing the items stolen. It is also the student's responsibility to file a police report with the R.C.M.P.

12. **PARKING**

Visitors must register their vehicles at the office. There are a limited amount of parking spaces available. Free public parking is available along Lockwood Avenue outside of bus zones. There are a limited number of permits available for both grades 11 and 12 on a first come, first served basis. Please ensure you attend your designated bookstore date for reserved parking passes. If sold out, you can add your name to a limited waiting list for an available spot. A permit does not ensure the safety of your vehicle or its contents. Please lock valuables out of sight or take them with you.

Students are asked to park in designated areas only on the WEST side with a valid parking permit. **Permits must be displayed at all times.** Failure to comply may result in a parking ticket or revoked pass. HHHS does not accept responsibility for damages and/or thefts which occur in the parking lot. Complaints should be filed with the R.C.M.P.

Full year \$50

Replacement \$5

PARENTS: Please **DO NOT USE EAST staff parking** lot to drop off and/or pick up students. This lot is for staff parking and designated handicapped buses. This parking lot is closed for student drop off and pick up due to safety concerns and high congestion preventing appropriate access for emergency vehicles. As per the posted sign at the entrance to this lot, offenders may be issued a \$500 ticket under City of Red Deer traffic bylaw #73.1. Use Lockwood Avenue for quick drop offs and pickups. Thank you for your cooperation.

13. **SCHOOL FEES**

- 2020-21 School Fees are as follows:
- Comprehensive Fee (\$85.00):
 - Student Leadership (\$5)
 - Activity Transportation (\$35)
 - Locks / Locker Rentals (\$5)
 - Student Photo ID (\$5)
- Field trips
- Extracurricular activities
- Music instrument rentals
- Optional purchases examples include:
 - Yearbooks
 - School wear
- Graduation Fee
- Parking Pass
- Upgraded Bus Pass for bus eligible students
- Direct costs for enhanced projects in option courses

NSF cheques will be charged a fee of \$10 with a potential loss of chequing privileges.
Payment plans are available.

14. SCHOOL PICTURES

All students are required to have a photo taken for the yearbook and ID cards. Photo packages are optional and there is no charge for this service. Students have the option to purchase pictures directly from the photography company.

15. STUDENT IDENTIFICATION CARDS

Each student is required to have an identification card. Photos are taken during registration week. Please check the website calendar and/or newsletters for more information. This card should be carried at all times as it serves as ID for exams, school events, discounts, library books, etc. Present them to staff members when requested. Replacement cards are available in the library at a cost of \$5.00.

16. TEXTBOOKS

All textbooks are to be returned upon completion of the course or the full replacement value of the text will be charged to the student.

17. YEARBOOKS

Yearbooks are optional and will be available to purchase online. Photos can be downloaded by current students throughout the year as the photographs are uploaded.