



## *Salisbury Composite High School*

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June 29, 2010

Dear Student and Parents:

Welcome to the 2010 - 2011 school year! We are really excited about the possibilities that the new school year will bring.

This mailout contains information about Confirmation of Registration in August and school start up. Please retain this information for future reference.

The enclosed forms (FOIP, Network User Agreement, and Science Safety Contract) need to be completed and returned to the school on the first day of classes.

### **CONFIRMATION OF REGISTRATION**

Please carefully note the dates for Confirmation of Registration and recognize that every effort has been made to create a workable timetable for every student. **PLEASE DO NOT EXPECT TO CHANGE YOUR TIMETABLE** unless you legitimately have one of the following problems:

- “Required course not scheduled” appears at the bottom of timetable.
- Student is registered in a course for which he/she does not have the prerequisite.
- Timetable shows a course the student has already successfully completed.  
(eg. course taken at Summer School - you will need to bring your marks)
- Student needs to add a course to complete timetable or to meet post-secondary/high school diploma requirements.
- Timetable is not balanced with equal number of core subjects in each semester.

### **FROSH FREE FALL**

At Salisbury we provide a safe comfortable environment for students and value learning above all else. Unfortunately, sometimes the beginning of the school year is marred by a few misguided individuals who choose to “frosh” other students. Froshing is not tolerated and will result in immediate suspension and possible referral to the Board of Trustees with a recommendation for expulsion. The RCMP may also be involved. Also be aware that any bullying or harassment will be dealt with seriously under school policy.

## **FURTHER INFORMATION**

For detailed information about school policies please refer to the Student Agenda handbook that your student will receive the first day of school or access our website – [www.salcomp.ca](http://www.salcomp.ca). The school’s daily bulletin is available on our website as well, to enable you to keep abreast of daily events. The school’s newsletter will not be sent out in hard copy and will be available on line at [salcomp.ca](http://salcomp.ca).

Elk Island Public Schools is embarking on a new web based student information system called Power School which enables parents/guardians to access their student’s progress and attendance on a daily basis. Information sessions on this new system will take place **September 16, 2010 from 5:30 – 8:00 p.m.** during “**Meet the Teacher**” night,

For security purposes, we have a “no hats”, “no hoods up on hoodies” policy. As well, students need to be aware that cell phones must be turned off in classrooms.

Salisbury places great emphasis on student course completion as well as high achievement, good manners, and respectful behavior.

Enjoy your summer and remember the first day of class is **Monday, August 30**, which is a full day of classes. **Classes start at 8:37 a.m. and end at 3:18 p.m.**

Yours truly,

Todd Filipek  
Principal

TF/cb

**SALISBURY COMPOSITE HIGH SCHOOL  
2010 - 2011 School Year**

**IMPORTANT INFORMATION FOR CONFIRMATION OF REGISTRATION**

1. **Question:** What do you mean by Confirmation of Registration?
- Answer:** We need you to come to the school to pick up your timetable, have your photo ID taken, choose a locker and make changes to your timetable if required.
2. **Question:** When do I confirm my registration?
- Answer:** We ask that students adhere to the schedule below to allow for orderly registration.

**CONFIRMATION OF REGISTRATION for students already registered at Salisbury.**

<b>Friday, August 20</b>	<b>Grade 12</b>	<b>9:00 a.m.</b>	<b>Surnames A - H</b>
		<b>10:15 a.m.</b>	<b>Surnames I - P</b>
		<b>11:15 a.m.</b>	<b>Surnames Q - Z</b>

<b>Monday, August 23</b>	<b>Grade 11</b>	<b>9:00 a.m.</b>	<b>Surnames A - H</b>
		<b>10:15 a.m.</b>	<b>Surnames I - P</b>
		<b>11:15 a.m.</b>	<b>Surnames Q - Z</b>

<b>Tuesday, August 24</b>	<b>Grade 10</b>	<b>9:00 a.m.</b>	<b>Surnames A - H</b>
		<b>10:15 a.m.</b>	<b>Surnames I - P</b>
		<b>11:15 a.m.</b>	<b>Surnames Q - Z</b>

**NEW REGISTRATIONS and RETURNING GRADE 12's – Wednesday, August 25, 2010 – by appointment.  
To book an appointment call the school at 780- 467-8816 as of August 19.**

3. **Question:** What criteria is used to determine if a timetable needs to be changed?
- Answer:** If you think your timetable needs adjusting according to the criteria below you will see an administrator. If action is required you will be sent to Guidance and Counselling to see a counsellor/teacher.

**Timetable Problems Requiring Attention**

- “Required course not scheduled” appears at the bottom of timetable.
- Student is registered in a course for which he/she does not have the prerequisite.
- Timetable shows a course the student has already successfully completed. (eg. course taken at Summer School - you will need to bring your marks)
- Student needs to add a course to complete timetable or to meet post-secondary/high school diploma requirements.
- Timetable is not balanced with equal number of core subjects in each semester.

4. **Question:** What else do I do at Confirmation of Registration?

**Answer:** A. Student fee information

Fee sheets will not be available for payment until after all course changes are complete. A Statement of Account will be mailed out and payment will then be due by October 15, 2010.

B. Have your photo taken

**Photo ID is compulsory for all students at Salisbury. All students must carry their student ID card at all times.** This ID card also serves as your library card to sign out textbooks and library books. The photo is used for the yearbook.

The photography company, Icon Experience, will print a proof sheet/order form for all students. This will be sent home with your student and you may order photo packages by returning the form and payment to the school.

C. Choose your locker

Students can choose their own lockers but cannot get a locker for someone else. Lockers will also be assigned during the first few days of classes.

D. Pick up your bus pass (if eligible). Students will not be allowed on a Strathcona Transit bus on August 30<sup>th</sup> if they do not have a bus pass.

5. **Question:** Who do I see about transportation concerns?

**Answer:** Call Student Transportation at 417-8151

6. **Question:** When does school start?

**Answer:** Monday, August 30<sup>th</sup> at 8:37 a.m. Dismissal will be at 3:18 p.m.  
Early dismissal at 2:18 p.m. for staff meetings will be the first Wednesday of each month.

**School Council  
Wednesday, September 29<sup>th</sup>, 7:00 p.m.**

**Everything You Wanted to Know About Post Secondary Education...  
Sessions for Parents**

Parents are encouraged to attend our monthly School Council meetings which take place on the last Wednesday of the month. Our first School Council meeting is on Wednesday, September 29<sup>th</sup> at 7:00 p.m. in the Upper Library, which will feature a presentation by an Alberta Advanced Education Learning Ambassador entitled *Post Secondary 101*.

Throughout the year the School Council meetings will feature several other post secondary presentations, including sessions on the following:

Trades/Apprenticeship

Student Finance

Entrance/Application Requirements

Personality Assessments

Transition Steps for Students with Disabilities

Entrepreneurship