



### Monday to Thursday Timetable

Time	Activity
8:40-8:45	<u>Circle</u>
<b>8:45-9:45</b>	<b>Block 1</b>
<i>9:45-9:55</i>	<i>Break</i>
<b>9:55-10:55</b>	<b>Block 2</b>
<i>10:55-11:05</i>	<i>Break</i>
<b>11:05-12:05</b>	<b>Block 3</b>
<i>12:05-12:40</i>	<i>Lunch</i>
12:35-12:40	<u>Circle</u>
<b>12:40-1:40</b>	<b>Block 4</b>
<i>1:40-1:50</i>	<i>Break</i>
<b>1:50-2:50</b>	<b>Block 5</b>
<i>2:50-3:00</i>	<i>Break</i>
<b>3:00-4:00</b>	<b>Block 6</b>
4:00-4:05	<u>Circle</u>

### Friday Timetable

Fridays are half days, alternating between morning classes (Blocks 1, 2, 3) and afternoon classes (Blocks 4, 5, 6). The school day ends at Lunch. In the afternoon, teachers are available for extra homework help and Youth Engagement staff are available to help with crises.

*Note: If you have not received your personal class timetable, please see **Cathy or Linda** at the front desk.*

### School Semesters

We have four semesters per year, 10 weeks long.

• Semester 1A:	August 30 – November 10
• Semester 1B:	November 15 – February 2
• Semester 2A:	February 6 – April 20
• Semester 2B:	April 24 – June 28

### COVID-19

Covid-19 remains a very concerning illness for many people and Inner City is committed to following Alberta Health guidelines and recommendations to limit the risk of exposure and spread within our facility.

We encourage all students to get their vaccinations, use hand sanitizer or wash their hands. Masks are also provided by the front door for any student who wishes to wear one.

We ask that any student showing, or reporting illness **stay home** instead of coming to school.

Any student demonstrating or reporting illness at school will be sent home for the day.

### IMPORTANT CONTACT POINTS

*School Phone* (780) 424-9425  
*School Email* info@innercity.ca

*School Address*  
 11205 101 Street, Edmonton, AB T5G 2A4

*School Website*  
<https://innercity.ca>

*Facebook*  
<https://www.facebook.com/innercityhighschool>

*Instagram*  
<https://www.instagram.com/innercityhigh>

### Important Dates

#### August 30, 2022

– First day of classes for Semester 1A

#### September 5, 2022

– Labour Day Holiday – No School

#### September 26, 2022

– Professional Development Day - No School

#### September 30, 2022

– National Day for Truth and Reconciliation - No School

**October 5, 2022**

– Professional Development Day - No School

**October 10, 2022**

– Thanksgiving Holiday – No School

**October 14, 2022**

– Professional Development Day - No School

**October 19, 2022**

– Professional Development Day - No School

**November 10, 2022**

– Last Day of Semester 1A

**November 11, 2022**

– Remembrance Day Holiday – No School

**November 14, 2022**

– Non-instructional Day – No School

**November 15, 2022**

– First Day of Semester 1B

**December 23, 2022**

– Professional Development Day - No School

**December 26, 2022 - January 6, 2023**

– Winter Break, No School

**January 9, 2023**

– School resumes

**February 2, 2023**

– Last Day of Semester 1B

**February 3, 2023**

– Non-instructional Day – No School

**February 6, 2023**

– First Day of Semester 2A

**February 20, 2023**

– Family Day Holiday – No School

**March 27, 2023 – March 31, 2023**

– Spring Break – No School

**April 7, 2023**

– Good Friday Holiday – No School

**April 10, 2023**

– Easter Monday Holiday – No School

**April 20, 2023**

– Last Day of Semester 2A

**April 21, 2023**

– Non-instructional Day – No School

**April 24, 2023**

– First Day of Semester 2B

**May 22, 2023**

– Victoria Day Holiday – No School

**June 28, 2023**

– Last Day of School/Semester 2B

*Note: The school may close with short notice due to unforeseen circumstances (i.e. emergencies), in which case all students and guardians will be contacted as soon as possible.*

**School Circles**

Circles happen three times a day. These gatherings are safe places that bring the school community together, where everyone has a voice and all voices are respected.

**Classroom Breaks**

Snacks and breaks outside are at the following times:

- 9:45 am – 9:55 am
- 10:55 am – 11:05 am
- 1:40 pm – 1:50 pm
- 2:50 pm – 3:00 pm

**Changing Classes**

If you would like to change your class timetable, please contact **Jen** in the school office.

**Lunch & Meals**

We provide three meals a day, Monday to Thursday, and two meals on Friday. The late day meal is part of Outreach. Breakfast is served and eaten downstairs. Snacks are provided at four break times (above).



**Lockers**

Please speak to **Armand** to be assigned a locker.

**Student Financing**

Financing options are available for some students on a case by case basis. Please contact **Audrée, Tanys or Ernie**.

**Indigenous Crafts & Cultural Ceremonies**

If would like to smudge, speak with **Mark** (Studio Instructor) or **Elder Marjorie**. To participate in beading, sweat lodge ceremonies or talking circles, connect with **Ernie**.

**After-School Outreach Program**

Youth outreach is offered Monday to Thursday from **4:00 pm to 6:00 pm**. A late day meal is also provided and activities take place on and off site.

### **Semester Celebrations**

Our school community often participates in seasonal celebrations involving performances, indigenous cultural activities, and recognition of student achievements. These celebrations are often combined with celebratory meals.

### **School Food Bank**

In case of an emergencies, the school has a small food bank to help students with basic supplies. Food pick ups are on **Tuesdays and Thursdays after school**.

Please see **any Youth Engagement Staff** if you need food from the food bank.



### **Legal Support**

Legal support can be provided for any student looking for support in court, to address fines and warrants, or to complete probationary hours. If you would like help with legal issues, please contact **Armand**.

### **Addictions Support**

**Ernie, Audrée, Tanys, Armand, Mark and Linda** are available for addictions and counselling support. Appointments can also be arranged with either **Tristan or Amber** from Alberta Health Services. They come once a week.

### **Housing Referral Support**

If you are interested in exploring housing options and opportunities, please contact **Audrée, Tanys or Ernie**.

### **School Nurses**

Registered nurses from the Boyle McCauley Health Centre come to visit weekly. If you are interested in meeting with them, please contact **Tanys**.

### **Pregnancy & Parenting Help**

Pregnancy and parenting assistance can be accessed weekly. For more information, contact **Audrée or Tanys**.

### **Emergency Procedures**

So students know how to act quickly and without confusion in emergencies, fire drills are held **once per**

**semester** throughout the year. Instructions are posted in each room, indicating the exits to be used. On each floor, staff will direct students to exits. There are two outdoor muster points outside. One is by the electrical box on southeast corner of the building and the other is on the northwest corner of the building, past the bus stop. These muster points will be identified during drills. The school also has emergency plans in place for other situations that may arise.

### **Confidentiality**

Student information is kept confidential at Inner City and only shared between staff as is needed to support individual students. However, staff may have to break confidentiality if a student shows or reports harm to themselves or to others. If confidentiality is broken under these conditions, it is only to ensure safety.

### **Safety Concerns**

Please come directly to the main office to speak with **Jennifer or Nikolai** in the event of concerns of abuse, discrimination, or harassment.

### **Visitors**

All visitors coming to Inner City must come in through the main doors (northside parking lot) and wait for a staff to guide them to the office. Any student wishing to bring a visitor to the school must check with the main office first.

### **Student Facilitators**

Student Facilitators is a weekly honorarium position (paid position) through Inner City Youth Engagement Programs. Facilitators are responsible for announcing class breaks, lunch and circles to each classroom in the building; facilitating school circles three times per day; and setting a good example to other students by being respectful and punctual. To become a Facilitator, students must volunteer for the role at the first circle of the week (usually Monday morning), must have attended Inner City for at least one semester, and must complete a Facilitator workshop in advance of their role.

## Student Transportation

Students at Inner City may receive up to two bus tickets per day (to go home and come to school the next day) or get a monthly bus pass from the main office. Students may get a free monthly bus pass if they have good attendance (determined by Jennifer in the main office). Otherwise, a monthly bus pass costs students \$35.00. Students may also get a ride from a staff member for emergencies (e.g., appointments, medical, etc.). Finally, for field trips, students are often transported to and from events in the school van.

## School Supplies

Students at Inner City do not need to purchase school supplies. Inner City High School provides all the supplies that a student needs for their classes.

## Adult Education Program

Inner City has a very limited education program for students aged 20 – 24 years old. Typically, this program is for students who are close to graduating and can serve as positive role models to younger students. Please come talk to Jennifer in the office regarding this program.

## Inclusive Education

Inner City High School works with all students to develop individual education plans by addressing students' needs, strengths, and preferred accommodations in the classroom. As such, our staff meet with all new students one-to-one to develop these plans upon registration.

## Student Code of Conduct

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### Basic Rules

Inner City operates by three basic rules designed to keep everyone safe:

- 1. No violence**
  - 2. No threats violence**
  - 3. No drugs or alcohol (using or selling)**
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As legislatively mandated by sections 33.2 and 33.3 of the Education Act, the Code of Conduct has the purpose of providing a welcoming, caring, respectful and safe learning environment. Our students shall conduct themselves so as to reasonably comply with the following Code of Conduct:

- 1. be diligent in pursuing their studies;*
- 2. attend school regularly and punctually;*
- 3. co-operate fully with everyone authorized by the board to provide education programs and other services;*
- 4. comply with school rules;*
- 5. be accountable to their teachers for their conduct;*
- 6. respect the rights of others;*
- 7. ensure that they contribute positively to the environment and culture of the School;*
- 8. refrain from, report and not tolerate bullying or bullying behaviour directed to others in the school, whether or not it occurs within the school building, during the school day, or by electronic means.*

### Unacceptable Conduct

Students are accountable for their behaviour whether or not it occurs on school property or within the school day or online using while using the school's digital tools. When behaviour that occurs off school property or outside of regular school hours threatens the safety or well-being of individual within the school community or disrupts the learning environment, school administrators may apply consequences for the behaviour.

Examples of unacceptable conduct include but are not limited to:

1. *any actions contrary to the student code of conduct;*
2. *behaviours that interfere with the learning of others;*
3. *behaviours that disrupt Inner City High School's safe, caring, and respectful school environment;*
4. *discrimination. In keeping with the Alberta Human Rights Act, no student or person may discriminate against a student on the basis of an individual student's race, colour, ancestry, place of origin, religious beliefs, gender (including sexual harassment, and gender identity) physical disability, mental disability, marital status, family status, source of income or sexual orientation;*
5. *Acts of bullying, harassment or intimidation;*
6. *Acts of retribution against an individual who has intervened to prevent bullying or informed about bullying or other unacceptable behavior;*
7. *physical violence;*
8. *possession, use or distribution of illegal substances, items or images;*
9. *any illegal activity;*
10. *failure to follow our COVID-19 health regulations and guidelines are grounds for possible suspension or expulsion for repeated offenses.*

Activities that may constitute a violation of this Code of Conduct include, but are not limited to, bullying whether in person during the school day or by electronic means, threats or physical harm or assault upon others, harassment, hazing, gang activities, weapons in school, drug and alcohol use and/or dealing, and improper conduct on buses or on field trips.