

Wingham HB School

ITV & High School Policy

Box 45 • Elm Creek, Manitoba • R0G 0N0

Wingham HB School Mission Statement:

We believe that education should be a community effort and reflect our values and beliefs. It should enable students to become contributing members in Hutterian communities as well as the larger society. Our school should be culturally accommodating and use students' background to reflect and solidify their Hutterian identity and belonging.

Introduction

Most of our high school courses are taken via a distant education medium using the HBNI ITV system. Our high school needs policies that compliment our existing Code of Conduct but is more specific to our high school students. Our policies supersede the HBN IITV Network Code of Conduct and takes into consideration our local context and environment.

Therefore it is important that Wingham HB School works together with the off-site teachers to ensure that our students have successful high school years. We want to ensure that students attain the maximum potential in all courses and stay current with assignments and tests.

We want to ensure that all students have the opportunity to graduate from high school. Respect this opportunity given to you and use it to your full potential.

Availability:

- The ITV & High School Policy should be made available to the high school students at the beginning of each year. It should be reviewed with the students to ensure that students understand the nature of the policy and its contents.

Test and Examination Policy:

- Students will write tests at the same time on the date determined by the ITV teacher.
- In the event that a test cannot be written on date specified by the ITV teacher, the test will be written the previous day or no later than two school days after the determined date.
- If the students do not write the tests on time, your on-site supervisor has the right to return the test for a mark of zero. Parents will be notified if this occurs.

Discipline during Classes:

- Causing class disruptions on the IITV system will result in the following:
 - a. On the first offense, parents will be notified and the situation will be discussed and we will attempt to ensure the situation doesn't happen again.
 - b. On the second offense, the student will be temporarily withdrawn for a period no longer than one week. The student is expected to watch missed classes on his/her own time.
 - c. On the third offense, the student will be withdrawn from the course and parents will be notified.
- All students are expected to sit and listen to the teacher and conduct themselves as if the teacher was present in the room with them. If you talk during class, not only are you not learning, but you are preventing others in the room from learning. Be respectful of others needs.
- All students are expected to work in a supervised classroom and be responsible to complete all assignments on time.
- Eating during class is not permitted unless permission is given by your on-site supervisor.

- The students are representing our school to the other colonies. Having feet on the table or rocking with your chair does not create a serious learning environment and creates a negative image of our school.
- If a student destroys school property and renders it unusable, it will be replaced at the students' expense. If the student fails to pay, appropriate consequences will follow.

Attendance and Course Completion:

- All courses will be completed by the end of the school year and the final course mark will be the mark attained by the ITV deadline unless prior arrangements have been made with your ITV teacher and supervisor.
- Year end deadlines will be enforced and extensions will not be given unless there is good reason (e.g. sick leave, colony duties, etc). Your on-site supervisor is the only person allowed to negotiate on your behalf.
- All high school students have to be in school for the full school day and attend all high school classes. If the student cannot attend, the High School supervisor should be notified in advance. If additional classes are required, arrangements should be made with your supervisor or teacher.
- If a student falls behind in a course, parents will be notified and the student can be withdrawn from the course in accordance to IITV policy.
- If a student can't come to school because of a trip or other non medical related reason, permission must be attained from the on-site supervisor.

Internet and Technology:

- All High School students have to notify the on-site supervisor if they intend on using the internet.
- Permission is not necessarily granted, so if you need information from the internet, you need to give your teacher sufficient time to find and print the information you require.
- Sending personal emails is not permitted in school – email is strictly for educational use.
- Failing to respect our computer and technology policy can result in computer privileges being revoked. Students will have to complete their assignments by hand or on a home computer under parental supervision.
- No students are allowed to put music or photos on the school servers at any time without permission. This is a needless waste of space on the server.

Cleaning Responsibilities:

- It is the responsibility of all the high school students to clean their rooms on a daily basis and to shut off all ITV equipment at the end of the day. This should be done on a rotational basis so all students share this responsibility.
- Rooms must be kept neat and tidy at all times. Visitors can come at any time and we want to leave a good impression.

Field Trips and Gatherings:

- All students must attend gatherings unless excused by your ITV teacher or on-site supervisor.
- You need to clean up after yourself and respect the host colony school property (ie. Computers and other technologies).
- Student should be ready to leave promptly after the gathering. We do want to place an extra burden on the host colony.
- Discipline problems will be dealt with immediately.

Accountability:

- There will be weekly meetings with your on-site supervisor and assistants.
- Students are expected to report on the successes or areas of difficulty.
- Help will be provided if a student needs additional support.
- Schedules can be altered if more time is needed in certain subjects. Students are expected to give an honest report.

Student Input:

This policy should be evolving with the annual input of the teachers, parents and students. It is our intention to make high school a worthwhile endeavor when we create a safe and inviting learning community in which all our students can learn.