

CBe-learn Junior High Returning Student Registration Checklist 2018-2019

To re-register your child in the CBe-learn Junior High program for the 2018/2019 school year, please complete the following steps:

1. Fill out and return the attached school forms to:

Lisa Stuart | lkstuart@cbe.ab.ca

Windsor Park School

5505 – 4A Street SW | Calgary, AB | T2V 0Z7

2. Visit the CBe-learn office at the address above, any time as of August 28, 2018 to complete the registration. While there, you will be asked to complete a Course Request form; please be sure to advise that you are registering for **Junior High Online**. You will also be given a Getting Started document that will contain instructions on how your child can get started in his/her online work.

Please Note: *Students **MUST** accompany parents to complete the registration process.*

School begins on Tuesday, September 4, 2018 with an onsite **Orientation and Activity** morning at Windsor Park School from 10:00 am – 12:00 pm. Textbooks will be available to rent at this time (\$50 per book). Courses will begin on Wednesday, September 5, 2018.

School forms contained in this package:
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- | |
|---|
| <ul style="list-style-type: none"><input type="checkbox"/> Current student/parent information<input type="checkbox"/> Consent to Post or Publish Student Work<input type="checkbox"/> Human Sexuality Module Consent<input type="checkbox"/> Academic Honesty<input type="checkbox"/> CBe-learn Technology Acceptable Use<input type="checkbox"/> Physical Education Memorandum of Understanding |
|---|



Part A: Student Information

Last Name:		First Name:	
Birthdate:		Gender:	
Street Address:			Home Phone:
City:	Province:	Postal Code:	
CBE ID#:			
Grade as of September 2018 :		IPP Coding (if applicable):	

Part B: Parent Information

Parent 1 Last Name:		Parent First Name:	
Home Phone:	Work Phone:	Cell Phone:	
Email:			
Street Address (if different from above):			
City:	Province:	Postal Code:	
Parent 2 Last Name:		Parent First Name:	
Home Phone:	Work Phone:	Cell Phone:	
Email:			
Address (if different from above):			
City:	Province:	Postal Code:	



Part C: General Information

Reasons for coming to CBe-learn?
How did you hear about our program?
Does student read: <input type="checkbox"/> at grade level? <input type="checkbox"/> below grade level?

Parent Email Contact: Parent 1 Parent 2 Both

In compliance with Canada's Anti-Spam Electronic Communication legislation, we would like your permission to send you information and updates about our program via email.

I give my permission for CBe-learn to send me information and program updates via email.

I do not give my permission for CBe-learn to send me information and program updates via email.

Parent Signature

Date



Our school would like to share information and communicate with parents by highlighting the school, student and student work or activities in a variety of public forums for non-profit educational purposes. The following are examples only and not meant to be an all inclusive list of how student personal information and work may be shown: displays during school sponsored open houses; professional development sessions; other school related activities held at the school, school district sites or at school or school district sponsored events; school or community publications; or posting or publishing on school or Calgary Board of Education web sites. Our school's web site may be accessed from **cbe.ab.ca**.

Students' photographs and work that are showcased will be identified using the student's first name, last name initial, grade and school only.

In order to comply with Alberta's Freedom of Information and Protection of Privacy (FOIP) Act and the Copyright Act, the Calgary Board of Education is requesting consent from parents or independent students to post or publish student information and work on various public forums.

Please note the following information:

- Once photographs, student names and other identifying information or student work are released in any public forum, the Calgary Board of Education cannot control or prevent the further distribution or use of the material by those who access the information.
- Parents or independent students are under no obligation to consent; it is their voluntary decision to do so. If you do not return this form, this indicates a refusal to consent.
- Your consent will be valid for the duration of the school year. You may withdraw your consent prior to posting or publication by notifying the school principal in writing. You may at any time instruct us to remove the photographs or work from Calgary Board of Education sites such as school or school district displays or from the school web site or Calgary Board of Education web site by notifying the school principal in writing.

Consent for Release

I, being the independent student or the parent/legal guardian of the student named below, have read and understand the information provided on this form. I voluntarily give the Calgary Board of Education consent to post or publish my or my child's photographs, first name and last initial, grade, school and samples of my or my child's work in various public forums as described above for non-profit educational purposes. I understand my consent is valid for the current school year unless I revoke my consent prior to posting or publication by notifying the school principal in writing.

Name of Student (please print)

School

Name of Parent/Guardian (please print)

Signature of Parent/Guardian/Independent Student

Name of Independent Student (please print)

Date



CBe-learn

5505 – 4A Street SW, Calgary, AB T2V 0Z7 t | 403-777-8490 f | 403-777-7270 | www.cbelearn.ca

cbe.ab.ca

At CBe-learn we teach the Alberta Learning Health and Life Skills curriculum in grades seven to nine. The program aims to enable students to make well-informed, healthy choices and to develop behaviours that contribute to the well being of self and others. Three general outcomes serve as the foundation for Health and Life Skills. They include wellness choices, relationship choices and life-long learning choices.

Human sexuality education is offered in grade seven to grade nine as a mandatory component of the program of studies. Parents retain the right to exempt their child from school instruction in human sexuality education. Students without parental permission will be provided with an alternative learning experience. Please sign the form below indicating if you DO or DO NOT want your child to participate in the human sexuality education part of the program.

Home, school, and community partnerships are critical to the delivery of the program of studies. Parents are encouraged to familiarize themselves with the program of studies, which can be viewed online at <https://education.alberta.ca/programs-of-study/>

Parents are encouraged to spend time each evening sharing knowledge and values about human sexuality with your child through discussion and homework completion.

I, _____ DO | DO NOT want my child,

_____ to participate in the sexuality education component of the Health and Life Skills program at CBe-learn. If do not: I understand that he/she will be given an alternative learning experience during this time.

Date

Parent Signature



Academic honesty is expected of all students. Work submitted for assessment as your own work must be your own, and materials taken from any other sources must be clearly identified and referenced. Intentional falsification of data, plagiarism, copying from others in class, obtaining information about exams and other violations of academic honesty are not acceptable.

Plagiarism, which is the practice of taking the writings or ideas of another and presenting them as your own, is the most common violation.

Students should be aware of the forms that plagiarism can take. Any of the following, without reference or acknowledgement of the original source, can be considered as plagiarism violations:

- Direct duplication, by copying (or allowing to be copied) another person’s work, from a book, article, web site, another student’s assignment etc.
- Paraphrasing of another person’s work closely, making only minor changes to the wording, but with the essential meaning, form or progression of ideas maintained
- Piecing together sections of the others’ work into a new whole
- Sharing your work with another student

The usual consequences for academic dishonesty the **first time** are:

- Contact with the parent or guardian
- An opportunity to redo the assignment

If it occurs a **second time**, the usual consequence is:

- Contact with the school administration
- Failure on the assignment

The instructor, student, parents and CBe-learn administrators review the circumstances and evidence in each case. Consequences in each case are at the discretion of the school staff.

Note: Student work may be screened electronically to identify plagiarism from all Internet sources and other student work previously submitted to CBe-learn.

Student Name (Print)

Student Signature

Parent Name (Print)

Parent Signature

Date



Technology Acceptable Use Policy: Digital Citizenship Plan

The use of technology is an integral part of learning at all CBE schools, as required by the Information and Communication Technology (ICT) Program of Studies. ***The purpose of this acceptable use policy is to ensure that students use all technology and wireless devices responsibly and appropriately.***

Students are encouraged to use technology to:

- Access, critically assess, and communicate information and understanding.
- Seek alternative viewpoints.
- Collaborate during inquiry.
- Construct personal knowledge and meaning.
- Demonstrate understandings.
- Organize and manipulate data.
- Interact with others.

Our Acceptable Use policy describes the ways in which we would like to see CBe-learn students use digital devices and social media for learning. Students are responsible for ensuring that their personal electronic devices are stored safely and treated with care. The school does not provide technical support for personal devices and is not responsible for personal devices that are lost, stolen or damaged.

Students will use devices and/or our network:

- To demonstrate their understanding of learning outcomes in creative and thoughtful ways.
- To learn how to communicate effectively using a digital device.
- To share their achievements and excitement about learning with their parents and peers.
- To demonstrate their learning in a variety of ways.
- To support personalized learning.
- To think critically and build information literacy skills.
- To explore deep questions they have in relation to learning and life.
- To find rich and reliable sources of information that they will learn how to cite and share with others.
- To learn and practice digital etiquette in a compassionate manner.
- To have fair access to an electronic society.
 - in a manner that will support them constantly growing in their understanding of new digital technologies.
 - in a manner that protects their own and other's privacy, safety and freedom of thought.
 - in a manner that protects their own health and wellness.

The following activities are inappropriate for students or staff in CBE schools using CBE technology and/or network:

- Sending or displaying content with offensive messages or pictures.
- Using obscene language.
- Harassing, insulting, or attacking others.
- Violating copyright laws.
- Using other people's folders, work, or files, or enabling others to do so.
- Allowing others to use your account.
- Trespassing into other people's folders, work, or files.
- Intentionally destroying other people's work.
- Employing the CBE network for commercial purposes.
- Using electronic media for plagiarizing.
- Storing and using information for cheating.

- Posting, publishing, circulating, or distributing personal information about oneself or others without the supervision and consent of a staff member.

If clarification is required, please contact the school Administration Team. Please return this form to the school. This is an 'Annual' Acceptable Use Form.

I have read and reviewed this Acceptable Use Policy with my child.
We are in agreement with this Policy. **Yes** **No**

Parent/Guardian's Signature _____ Date_____

I have read and reviewed this Acceptable Use Policy with my guardian and my classroom teacher.
I am in agreement with this Policy. **Yes** **No**

Student's Name _____ Date_____



| memorandum of understanding | Online Physical Education

Notice to students and parents / guardians of students:

The Calgary Board of Education (CBE) does not supervise any activities or provide instruction outside of CBE schools that are part of the Physical Education Courses offered by CBe-learn, the online school for the Calgary Board of Education, unless specifically stated and accompanied by an Acknowledgement of Risk Form. Please read the following conditions that apply to you or your child's participation in online Physical Education.

You and your parents must ensure that activities you choose as part of your involvement in a Physical Education Course offered by CBe-learn are safe. The CBE holds no responsibility for injury due to the chosen activity.

In each course students are expected to find activities that fulfill the program of studies as outlined in the course. Teachers in each course will determine that the activities chosen by a student and/or their parents or guardians will meet the educational requirements of the course. For example, a student's participation in bowling as an activity might contribute toward credit for the Lifetime Leisure component but would generally not be credited toward aerobic or strength training.

The Calgary Board of Education will NOT arrange or be responsible for:

- | | |
|---|--|
| <input type="checkbox"/> Safety assessments | <input type="checkbox"/> Instruction |
| <input type="checkbox"/> Facilities | <input type="checkbox"/> First Aid |
| <input type="checkbox"/> Locations | <input type="checkbox"/> Rescue |
| <input type="checkbox"/> Service Providers | <input type="checkbox"/> Prerequisite skills |
| <input type="checkbox"/> Fees or costs associated with participation in an activity | <input type="checkbox"/> Medical or any other kind of insurance |
| <input type="checkbox"/> Equipment | <input type="checkbox"/> Certification or qualifications |
| <input type="checkbox"/> Arrangement of transportation to and from the location | <input type="checkbox"/> Supervision of any activity or location |

Students and/or their parents or guardians make all the arrangements and take full responsibility for fees to a service provider, signing any forms or documents that a service provider might require and other arrangements that are part of the chosen activity. These agreements are external to the CBE.

The CBE is not responsible for any losses as a result of students undertaking the course online and agreements external to the CBE.

- I understand that there is an inherent risk of injury associated with all types of physical activity. I will review the recommended safety guidelines for the physical activities chosen by my child and will discuss them with my child.

- I will ensure my child abides by the recommended safety guidelines for the physical activities he/she chooses for physical education, and will abide by any other more stringent safety standards imposed by his/her instructors, coaches, or program leaders while he/she is participating in his/her chosen physical activities.

The Safety Guidelines for Physical Activity in Alberta Schools can be found at:

https://education.alberta.ca/media/160206/sg_pa_final_2014.pdf

Your signature below indicates that you have read and fully understand the conditions outlined in this document. This document constitutes a mandatory element of application. If you require clarification please contact CBe-learn, 5505 4A Street SW or phone 403-777-8490 and talk to an Administrator.

Student name – please print

Student signature

Parent/guardian – please print

Parent/guardian signature

Witness

Date

Please circle the class you are in:

| PE7 | PE8 | PE9 |