

Summer School Program 2017

The purpose of the Halifax Regional School Board's *Summer School Program* is to provide an opportunity for students to complete course outcomes in specific subjects already taken during the **current school year**. The *Summer School Program* will allow students a focused program in Math Grades 10-12 and English Grades 10-12 and will enhance their skills and knowledge of the subject. The *Summer School Program* is intended to provide a creative, challenging, and appropriate learning environment for all students. The programs will offer students ongoing assessment and feedback directly aligned with the expected learning outcomes for their program and level.

To be eligible for a Summer School course, students enrolling will be required to have taken the course during the 2016-2017 school year.

Questions regarding summer school should be directed to your school principal.

The Halifax Regional School Board will offer Summer School courses in, Math Grades 10-12 and English Grades 10-12 for students currently enrolled in Grades 10-12. Students may take only **one** course at Summer School. Courses will be offered at Dartmouth High School.

Note: At the time of Summer School registration, a report card or a letter from the school administration **must be provided** as proof that the course was taken in the 2016-2017 school year.

The courses offered will operate only if sufficient registrations are received.

Grades 10-12 students are offered a five week program for English.

Grades 10 - 12 students are offered a five week program for Math.

The student's final grade will be based on course assessment during Summer School.

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Summer School 2017 Course Offerings

The following programs will be offered – pending sufficient registration:

Senior High Level

Five Week Programs

Dates: July 5 to August 9

8:30 a.m. – 1:00 p.m.

Cost: \$325

Courses:

English Grade 10

English Grade 11

English Grade 12

Mathematics Grade 10

Mathematics Grade 11

Mathematics Grade 12

**Summer School 2017
Dates & Hours of Operation & Location**

Times:

8:30 a.m. – 1:00 p.m. daily (doors will open at 8:15 a.m.)
15 minute break

DATES	DETAILS
July 5-August 9	Dates for summer school
July 5	First day of school for students
July 10	On or before this date, all course outlines, assessment and evaluation practices and procedures are to be given to students.
July 21	Mid-term marks
August 7	Natal Day (no classes)
August 9	Final Assessment Event
August 9	All marks and materials due

Location

Summer School will be offered at:

Dartmouth High School
95 Victoria Road
Dartmouth, NS B3A 1V2
(Direction Link)

Summer School 2017 Registration

Location, Dates & Times

Registration will take place at the Halifax Regional School Board office (33 Spectacle Lake Drive, Dartmouth, NS B3B 1X7)

Friday, June 30

3:00 p.m. to 7:00 p.m.

Tuesday, July 4

1:00 p.m. to 5:30 p.m.

Procedures

1. All registration forms **MUST** be fully completed before they can be processed.
2. Full payment is due at the time of registration. Payment may be in the form of cash, money order, credit card and/or debit only. **PERSONAL OR BUSINESS CHEQUES WILL NOT BE ACCEPTED.**
3. Classes begin on **July 5**. Students will be notified if the class has been cancelled due to insufficient enrollment. Students are expected to report to school for the first day of classes – 8:30 a.m. to 1:00 p.m.
4. Please advise the summer school principal/staff in writing of any health concerns at the time of registration.

Summer School 2017 Methods of Payment

Payment may be in the form of cash, money order, credit card and/or debit only. **PERSONAL OR BUSINESS CHEQUES WILL NOT BE ACCEPTED.**

* If courses are cancelled due to insufficient enrollment, **full refunds will be issued.** Credit card refunds will be issued as credits back to the card. All other forms of payment will be refunded by cheque, issued within approximately 3 weeks and mailed directly to the student's home address.

Minimum Enrollment

Minimum enrollment for each course is 16 students. In order to offer students the course(s), requested, classes may be combined.

Fees: \$325.00

Refunds

Refunds will be given for the following reasons:

- Courses are cancelled due to insufficient enrollment
- Withdrawal for medical reasons. Students seeking a refund for this reason **MUST** provide a doctor's certificate verifying the illness.

There are **NO REFUNDS** for withdrawal from the program whether by choice of the student or through removal from the program due to poor attendance or inappropriate behaviour.

Summer School 2017

Student Roles & Responsibilities

Student Eligibility

Halifax Regional School Board Summer School courses are offered only to those students who have been enrolled in the requested course during the 2016-17 school year. **Students may only take ONE course at summer school.** Summer School provides students with the opportunity to learn and meet the expected learning outcomes for the course.

NOTE: At the time of registration for all courses, the student or parent/guardian must provide a report card as proof that they have taken the course in which they are enrolling.

- **Repeating a Course:** Students are provided with an opportunity to complete course outcomes in specific subjects already taken during the current 2016-17 school year.
- **Upgrading:** Students are eligible to enroll in a course for upgrading purposes. Students must show proof that they have completed the course and the final mark must be supplied on the date of registration in the form of a report card or letter from the school administrator.
- **Out-of-Board Students:** Out-of-Board students are welcome to attend Summer School under the same guidelines. If students are attending Summer School with the intention of using the credit, it is the student's responsibility to ensure that the credit qualifies for their province of residence.

Assignments

Students are expected to:

1. complete all assignments
2. obtain and complete all work missed due to absenteeism

Attendance

The highly concentrated courses offered in the *Summer School Program* make full attendance essential. Students cannot miss more than three days (for any reason).

Lateness

Students are expected to be on time for all classes. Classes will start promptly at 8:30 am. After this time, students are considered late.

Summer School Code of Conduct

Summer School will adhere to the *Provincial School Code of Conduct*. Behavioral problems may result in a student being withdrawn from the program with no refund of tuition and no credit.

As per the HRSB *Tobacco-Free Schools and Workplaces Policy A.006*, this is a reminder that smoking is not permitted on school property. A student who does smoke on school property risks being withdrawn from Summer School.

Breaks

Students will have a mid-morning break. There are no food services available in the school during the summer months. Students are reminded to bring their own snacks/drinks.

Summer School 2017 Assessment & Evaluation

Course Outlines

The teacher will provide students with course outlines, assessment and evaluation practices and procedures on or before **July 10**. The outline will identify expected learning outcomes as they are directly related to course and grade level. Teachers will also provide students with a breakdown of evaluation scoring and procedures, along with ongoing assessment strategies.

Final Assessment Event: August 9

All courses will have a major assessment event on the last day of classes. All assessments will comply with the HRSB's *Assessment, Evaluation and Communication of Student Learning Policy C.007*. No single assessment will exceed 30% of the student's final grade.

Reporting of Final Mark

All marks will be sent to the appropriate school **by August 21**. Parents/guardians and students wishing a copy of the mark sent home are asked to present a stamped self-addressed envelope to the teacher on or before August 9.

Anyone requesting that a transcript of the marks be sent to another institution or university is asked to give a stamped, addressed envelope to the teacher on or before August 9.

Summer School 2017 Transportation

Students are responsible for their own transportation.



Summer School Registration Form 2017

Student's Name _____
First Name Last Name

Address _____
Street

City Province Postal Code

Phone: _____
Home Phone Other Number

Email Address: _____

Parent/Guardian's Name _____
First Name Last Name

Parent/Guardian's Name _____
First Name Last Name

School Presently Attending _____

Grade _____

Course Required _____
Course Grade Level

For all courses bring proof of mark for registration _____
Mark

Medical Information _____

Important Information

Summer School will be offered if sufficient registration permits. You can assume that the program will be offered unless you are notified of cancellation. There are **NO REFUNDS** for withdrawal from the program whether by the choice of the student or through removal from the program due to attendance or misbehaviour. Due to the time constraints during Summer School, there are no exceptions to the attendance policy. If students are absent for more than three days in the 5 week programs they will be withdrawn from the program. Withdrawal for medical reasons must be supported by evidence and will be reviewed for refund purposes.

Please advise in writing the summer school principal/staff of any health concerns.

Signature of -
Parent/Guardian _____

For Office Use
Cost of Program _____ Method of Payment _____