



Student Handbook

Sherwood Park

20 Festival Way
Sherwood Park, AB
780-464-1899

Fort Saskatchewan

9807 – 108 Street
Fort Saskatchewan, AB
780-992-0101

Vegreville

6426 55 Avenue
Vegreville, Alberta
780-632-7998

Principal

Mr. Barclay Spady

Assistant Principal

Ms. Krista Porter

Counsellor

Mrs. Elli Hansen

Welcome to Next Step!

Thank you for choosing Next Step as the school help you to meet your educational goals. We welcome full time students who choose to have Next Step as their primary high school as well as shared students who do most of their courses at another EIPS high school and use Next Step to facilitate courses they need flexibility in taking.

Next Step is a supportive, alternative senior high school for students who require a non-traditional, individualized program. Located in community-based sites in Sherwood Park, Fort Saskatchewan, and Vegreville, Next Step provides students with:

- a safe, comfortable environment
- flexible, individual schedules
- the opportunity to take responsibility for their own education and to experience success
- excellent teachers and encouraging and respectful staff

Mission

To provide each student with the individual attention, guidance, and encouragement in order for them to successfully complete their educational goals.

Beliefs

- All students can learn and experience success.
- A quality education contributes to the emotional, intellectual, physical, and social development of the student.
- Learning is a lifelong process in which education plays a fundamental role.
- Our program must be innovative, flexible, and continuously improving in order to meet the challenges presented by change.
- Integrity, honesty, tolerance, and responsible behaviour must be fundamental in all that we do.
- All students deserve a safe and caring environment.
- Education is the foundation of success.

Hours of Operation

Monday, Tuesday, Thursday
8:30 a.m. – 3:30 p.m.

Wednesday
8:30 a.m. – 2:00 p.m.

Friday
8:30 a.m. – 3:00 p.m.

Next Step follows the EIPS Calendar for operational days.

Student Responsibilities

- Ensure that the student's conduct contributes to a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging.
- Respect the rights of others in the school.
- Refrain from, report and not tolerate bullying or bullying behaviour.
- Comply with rules of the school and policies of the board.
- Co-operate with staff.

Course Registration and Completion

- Students are required to meet with their teacher to go through a course orientation prior to starting their course.
- Students are able to access their course through BrightSpace and can monitor their achievement through PowerSchool.
- Suggested timelines for assessments are given to students by their teachers at their course orientation.
- Students needing flexibility with their suggested timelines are encouraged to meet with their teacher to discuss a plan to achieve success.

Students are encouraged to attend at their Next Step Campus to meet with their teacher on a regular basis. School staff are available to support students in successfully completing their courses. All assessments are to be completed in person.

Resources

- Textbooks are provided by Next Step. Required books will be discussed with the teacher at the orientation meeting and students will be able to sign books out with school staff after their course enrolment is complete.
- Computer access is available at every Next Step Campus. Students requiring additional access to technology can discuss arrangements with administration.

Student Supports

The following school staff are available to support students in their learning journeys. Next Step staff are invested in supporting student well-being and academic achievement.

- Success Coach
- School Counsellor
- School Resource Officer
- Educational Assistants
- Secretaries
- Teachers
- Principal and Assistant Principal

Graduation

Next Step students work toward achieving an Alberta High School Diploma or a Certificate of High School Achievement. Students work with their School Counsellor or Administrator to ensure they are completing the required courses. Next Step celebrates the achievements of our students at a Graduation Ceremony in June of each year.

Parent Council

Next Step values and welcomes parent participation. The Council provides the opportunity to meet school staff and fellow parents and provides an opportunity of offer feedback on matters associated with the school. Please contact us to become involved or visit the school website for information about attending Parent Council meetings. We look forward to hearing from you!