



# Jean Forest Leadership Academy

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EDMONTON CATHOLIC SCHOOLS

## MISSION STATEMENT

Our mission at Jean Forest Leadership Academy is to provide the finest Christ-centered learning environment which inspires young women to develop in spirit, leadership, intellect, self-discovery and service.

## SCHOOL PHILOSOPHY

The faculty at Jean Forest Junior High Leadership Academy is committed to educating each young woman intellectually, spiritually, socially, emotionally and physically by providing a variety of experiences as a foundation for learning. Parents are invited to share this commitment by providing mutual support in encouraging and assisting their daughters in meeting their needs.

Our faculty endeavors to provide a safe, happy, caring environment where everyone can grow to their fullest potential. Jean Forest Leadership Academy, cooperatively with the home and parish, strives to instill in each young woman the knowledge, skills, habits, understandings, Catholic spiritual values and character traits essential for rich personal living, for satisfying human relationships and for becoming a responsible, contributing member of our society.

## DESCRIPTION OF PROGRAM

The Jean Forest Senior High Leadership Academy is an Academic Diploma oriented course.

The Jean Forest Leadership Academy is designed so that girls receive all of their core instruction in an all girls structured setting. This includes Mathematics, Sciences, Social Studies, English, Religion, CALM, and Leadership. By keeping their core education in the all girls setting, studies have shown that there are fewer distractions and girls are more willing to take risks, speak up, ask for help, share opinions and achieve better academically. All core subjects are offered in a structured setting with the opportunity to accelerate if the young woman is capable and motivated to do so.

All options courses are received in a co-ed setting with the other students at St. Joseph High School. A wide range of option courses are available to the young women in this program including French, Spanish, Italian, Art, Drama, Music, Career and Technology Studies, Cosmetology, Foods, Fashion, Automotives, and much more. Receiving options in a co-ed setting allows the young women the opportunity to interact with other students and develop socially as well.



# Jean Forest Leadership Academy

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## CHARTER OF RIGHTS AND RESPONSIBILITIES

WE HAVE THE RIGHT TO an education that is relevant to our intellectual, spiritual and social development.

WE HAVE THE RESPONSIBILITY TO take ownership of our education by being actively involved in our learning.

WE HAVE THE RIGHT TO be educated in an environment having mutually respectful relationships.

WE HAVE THE RESPONSIBILITY to treat others with respect and dignity.

WE HAVE THE RIGHT TO participate in Academy activities in safety.

WE HAVE THE RESPONSIBILITY to promote a safe and positive Academy environment.

WE HAVE THE RIGHT TO an environment that is free from hostility, ridicule or threats.

WE HAVE THE RESPONSIBILITY to be proactive and vigilant in protecting our rights and the rights of others.

WE HAVE THE RIGHT TO participate in the decision-making processes that affect our education, health and safety.

WE HAVE THE RESPONSIBILITY TO be aware of activities that are available for student participation and to become informed of the issues and abide by the decisions implemented through these processes.

WE HAVE THE RIGHT TO freedom from physical or emotional invasion of our personal space.

WE HAVE THE RESPONSIBILITY TO not invade, physically or emotionally, the space of others.

WE HAVE THE RIGHT TO be treated with respect and courtesy by our teachers.

WE HAVE THE RESPONSIBILITY to treat our teachers with respect and courtesy.

EVERY MEMBER OF THE JEAN FOREST LEADERSHIP ACADEMY has the responsibility and obligation to deal in a prompt and positive manner with any infringement of this charter.

**I have read and discussed the above with my parents/guardians and I agree with the statements made.**

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Teacher Advisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



# Jean Forest Leadership Academy

## PARENT INFORMATION

Please complete the following information for our records. If any of the following information changes throughout the year, please contact our office to help keep our records updated.

### Mother's Information:

Name: \_\_\_\_\_

Home Ph: \_\_\_\_\_

Work Ph: \_\_\_\_\_

Cell Ph: \_\_\_\_\_

Email: \_\_\_\_\_

### Father's Information:

Name: \_\_\_\_\_

Home Ph: \_\_\_\_\_

Work Ph: \_\_\_\_\_

Cell Ph: \_\_\_\_\_

Email: \_\_\_\_\_

### Student's Information:

Name: \_\_\_\_\_

Cell Ph: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone No: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_



# Jean Forest Leadership Academy

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## UNIFORM POLICY INFORMATION

The young women of the Jean Forest Leadership Academy are required to own and wear a uniform when asked. The Academy uniform must be worn in such a way that everyone associated with the Academy can take pride in our students' appearance. The young women of the Academy must ensure their uniform is clean and neat.

The following combination is called the **Standard Uniform** and must be worn for all special occasions, celebrations, or meetings with officials.

### Standard Uniform

- ❖ Black pencil Skirt (knee length)
- ❖ Black dress Pants
- ❖ Black blouse (must be ordered through the school)
- ❖ Black knee high socks or tights
- ❖ Black dress shoes (Polishable): Students may purchase a variety of different styles of black shoe that are closed toe and small heel including the penny loafer, Doc Marten or Mary Jane type.

### Alternative Uniform Pieces

The following combination is called **Campus Wear** and must be worn when the young women are representing the Academy in school or out of school at informal events, such as volunteering and field trips.

- ❖ JFLA black yoga jacket
- ❖ JFLA grey hoodie
- ❖ JFLA black hoodie
- ❖ JFLA white or black t-shirt
- ❖ JFLA track jacket

**Jewelry and makeup is to be appropriate.** The girls are asked to wear make up that looks natural and jewelry that is on a small scale and does not take away from the polished look of the uniform.

The girls may wear a white camisole or white tank top under their blouses. Please ensure all pieces of your daughter's uniform are clearly labeled.



# Jean Forest Leadership Academy

## CODE OF CONDUCT

All students are expected to commit to learning and to achieving success. At the Jean Forest Leadership Academy we take pride in our many opportunities to discover the world through fundraising, volunteer work, and special presentations. As education comes first, these many opportunities are privileges. In order to participate in these privileges, all students must maintain the following:

1. Attendance – regular attendance is the student’s responsibility. Any absences or lates must be called into the school that morning by a parent.
2. Respect for others - intimidation, harassment, bullying, or any disrespectful behavior towards students or staff has a zero tolerance policy. Issues will be dealt with parents, teachers, and administrators immediately.
3. ID cards and agenda – all JFLA students are expected to wear their student ID cards and have their agenda with them at all times.
4. Cell Phone – Cell phones are not allowed to be used during class time under ANY circumstance. Students will have the opportunity to use their phones before school starts, at lunch time, and after school.
5. Designated Areas – JFLA students have the privilege of using a personal area within the school. This area must be kept clean, and only JFLA students are able to use this space. No friends or visitors.
6. Uniforms – JFLA students must wear their full, proper uniforms on necessary occasions. Students will be notified if formal or casual uniforms are required prior to the date.
7. Academic Progress – students must keep up with their studies. Homework must be completed and efforts to succeed must be evident within all student actions.

If any of these guidelines are not met, students will immediately lose their privileges. If poor behavior and decisions continue to be made, this will be considered as defiance and students will have a meeting with teachers, administrators, and parents to determine their future in the academy.

I have read the following information regarding the Jean Forest Leadership Academy’s Code of Conduct and understand that students must adhere to all guidelines. I have reviewed this information with my daughter and understand that being in this academy is a privilege and she must behave as such.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date