TIMBERLEA PUBLIC SCHOOL

2025 - 2026 Student Handbook

A Great Place to Grow & Learn

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Location - Heart of Timberlea

Address: 107 Brett Drive, Fort McMurray, AB, T9K 1V1

Telephone: 780-743-5771

Email: timberlea.info@fmpsd.ab.ca

Website: https://timberlea.fmpsdschools.ca

Our Vision

TIMBERLEA PUBLIC SCHOOL IS A SAFE AND CARING COMMUNITY STRIVING FOR EXCELLENCE IN LEARNING.

Our Mission

WE ARE DEDICATED TO SUPPORTING EVERY CHILD IN BECOMING A SUCCESSFUL AND RESPONSIBLE CITIZEN.

2025 - 2026 Division Calendar

fmpsdschools.ca/calendar

Fort McMurray Public Schools

2025-2026 DIVISION CALENDAR

231 Hardin Street,
Fort McMurray, AB T9H 2G2
PH: 780-799-7900

August 2025						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

KEY

- Important Day-Students
- PD Day Staff Only
- Important Day - Staff
- School Break All
- PLF - Staff Only
- Day in Lieu - No School
- Observed Holiday - No School

December 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOTES

April 2026						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2026						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2026						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Semester 1	
Operational Days:	98
Instructional Days:	84
Semester 2	
Operational Days:	96
Instructional Days:	85
Total Operational:	194
Total Instructional:	169

August
- 4 Heritage Day
- 19 Schools open for registration
- 25 First Day, Teachers
- 28 First Day, School-Based CUPE

September
- 1 Labour Day (No School)
- 2 First Day Students
- 12 PLF #1 (No School for Students)
- 24 PLF #2 (No School for Students)
- 30 National Day of Truth & Reconciliation (No School)

October
- 10 PLF #3 (No School for Students)
- 13 Thanksgiving Day (No School)
- 31 Institute Day (No School for Students)

November
- 10 PTI Day in Lieu (No School)
- 11 Remembrance Day (No School)
- 21 PLF #4 (No School for Students)

December
- 5 PLF #5 (No School for Students)
- 19 PLF #6 (No School for Students)
- 25 Christmas Day (No School)
- 26 Boxing Day (No School)
- 22-31 Winter Break (No School)

January
- 1 New Years Day (No School)
- 2 Winter Break (No School)
- 5 School Resumes from Winter Break
- 16 PLF #7 (No School for Students)
- 28 Semester 2 Begins
- 30 PD Day (No School for Students)

February
- 13 PLF #8 (No School for Students)
- 16 Family Day (No School)
- 23-25 Convention Break (No School)
- 26-27 ATA Staff at Teacher's Convention (No School)

March
- 13 PLF #9 (No School for Students)
- 27 PLF #10 (No School for Students)

April
- 3 Good Friday (No School)
- 6-10 Spring Break (No School)
- 24 PLF #11 (No School for Students)

May
- 15 PTI Day in Lieu (No School)
- 18 Victoria Day (No School)
- 29 PLF #12 (No School for Students)

June
- 5 PLF #13 (No School for Students)
- 24 Last Day, Students
- 25 Last Day, Staff

July
- 1 Canada Day

Doing What's Best For Kids

Land Acknowledgement

Fort McMurray Public Schools

Fort McMurray Public School Division acknowledges that we are on Treaty 8 Territory, a traditional meeting grounds, gathering place, and travelling route to the Cree, Dënësulinë, and Métis.

We acknowledge all the many First Nations, Métis and Inuit whose footsteps have marked these lands for centuries. We are dedicated to honouring the intent and spirit of Treaty 8.

Bell Times

Supervision begins at 7:45am

First Bell	8:00 a.m.
Classes begin	8:05 a.m.
Morning recess	9:45 a.m. - 10:00 a.m.
Lunch break	11:40 a.m. - 12:00 p.m.
Afternoon recess	12:00 p.m. - 12:20 p.m.
Dismissal	2:40 p.m.

Kindergarten and Early Childhood Development Program (ECDP):

Morning session	8:05 a.m. - 10:55 a.m.
Afternoon session	11:50 a.m. - 2:40 p.m.

Office Hours are from 7:30am - 3:30pm

Reporting absences? Email tl.absences@fmpsd.ab.ca.

Hot Lunch Program

Students may be offered the option of ordering a healthy lunch served on Tuesdays and Thursdays provided by local vendors from October - May. All orders are made online on a month by month basis, with a due date of 20th of each month and must be paid for in advance. Further details regarding the menu, cost and procedures for ordering will be provided prior to the beginning of the hot lunch program.

Electronics Use Policy

Computers and networks are in place for educational and research purposes and/or the support of those purposes consistent with the educational objectives of Fort McMurray Public School Division. Teachers will monitor student access while using school computers.

Inappropriate use of any electronic device or smart watch may result in confiscation and banning of further use at school.

Any other use of student phones or smart watches are **only permitted** prior to 8:00 a.m. and after 2:40 p.m. The use of student cell phones and smartwatches for personal reasons is **not** permitted.

TIMBERLEA PUBLIC SCHOOL IS NOT RESPONSIBLE FOR DAMAGE OR LOSS OF PERSONAL ELECTRONIC DEVICES OR OTHER PERSONAL PROPERTY.

THEY ARE THE SOLE RESPONSIBILITY OF THE OWNER.

School Supplies & Textbooks

Students are expected to provide their own basic school supplies. Supply lists are available in the school office or on our website.

Students are assigned textbooks for the courses they are taking subject to the following procedures:

- Students are responsible for the textbooks issued to them.
- Students are responsible to return the same textbooks that were issued to them.

Textbooks which are not returned for any reason (lost, borrowed, stolen, destroyed) or which are damaged beyond normal use must be paid for by the student to whom the books were issued.

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Student Safety

Bicycles, Skateboards, Rollerblades, & Scooters (No E-Bikes Allowed On School Property)

From 8:00am to 2:40pm students are requested to walk their bikes, skateboards, rollerblades and scooters while on school property. Bicycles must be locked in the racks provided. Scooters and skateboards must be kept inside classrooms or lockers. Electronic Bikes or E-Scooters are **NOT PERMITTED** on school grounds due to potential risks and increased theft.

Inclement Weather

Students are expected to wear clothing appropriate for the weather conditions and a spare set of clothes that are kept at school is recommended. **When the temperature drops below -24C (including wind chill) or during other inclement weather (poor air quality), students will be supervised in their classrooms**.

Medication

The Fort McMurray Public School Board has approved a policy concerning the administering of medication to students. There are very specific procedures with forms that must be completed by a parent and family doctor if a student is unable to self-administer medication.

Bullying - WITS Program

The WITS Program is geared towards culturally changing how we view conflict and peer victimisation that avoids trying to "fix" children. Rather, a change in school culture is what brings about minimization of bullying incidents. The focus is on providing students with strategies to manage peer conflict, and therefore prevent bullying and chronic victimisation.

Students are taught to **W**alk away, **I**gnore, **T**alk it out, and **S**eek help whenever confronted with a situation where others may be trying to harm them or purposefully make them feel bad. The WITS program unites community-based emergency service professionals, school staff, older students and parents to speak with one voice to help young children deal with peer conflict and victimisation.

Student Discipline

Restorative Practices

We believe that all students can conduct themselves appropriately and meet the school's expectations of conduct. However, should a student ignore or abuse the school guidelines, the behaviour will be considered inappropriate and will lead to logical consequences. Our school prioritises inclusion of students even when misbehaving, so restorative practices will be used in these situations. Students will be required to face those directly affected by their negative behaviours and make some type of restitution for their actions. The intention is to show students the real impacts their behaviour has on others, and provide an opportunity to make up for their mistakes in ways that to those who have been wronged.

Minor Offences

All minor misbehaviours will be handled on the spot in class, hallways, playground or general areas of the school by supervising staff. Interventions will focus on correcting the student's behaviour and assisting them to make good decisions for the future. The teacher/supervisor may suggest that the student do any of the following:

- Have a brief cool down time, away from others
- Stay with the teacher/supervisor and discuss ways to solve the problem
- Move to a different area to play
- Leave the group and find another activity
- Problem solve with the other person when a disagreement arises

Should the student choose not to co-operate in applying the strategies suggested or should the problem persist after these strategies have been tried, the student may be directed to meet with a school administrator to discuss the problem and develop a plan of action.

Major Offences

Major offences will be categorised as follows:

- Conduct, which interferes with or threatens the orderly functions of the school or adversely affects the well-being of other
- Conduct injurious to the safety and/or dignity of students or staff

In accordance with the provisions of the Alberta Education Act, Fort McMurray Public School Board policy states that the following unacceptable behaviour may be considered as grounds for in-school or out of school suspension (not a complete list):

- habitual neglect of duty
- open opposition to authority
- use of improper or profane language
- inappropriate or threatening gestures
- disruptive classroom behaviour
- deliberate destruction of property
- possession or use of illegal drugs or alcohol
- personal harassment (any behaviour that has as its intent or effect to alarm, provoke, intimidate, or belittle a person)
- sexual harassment (any unwelcome behaviour which is sexual in nature)
- actions which are injurious to the moral tone and wellbeing of the school or other individuals

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Emilie Briggs, Chair of School Council

Get Involved: Engaged Parents Greatly Impact Student Success!

All parents/guardians of Timberlea Public School students are members of **Timberlea School Council**, and invited to attend monthly meetings held at the school. Timberlea School Council acts in an advisory capacity to the school principal and is kept informed of all plans and programs.

School council gives you a voice in shaping the school environment and in decisions that impact your child's time at Timberlea. Meetings are one hour every month and open to all parents/guardians. For questions, concerns, or more information please email: tlschoolcouncil@gmail.com

Hope Martin, President of TSPA

Give Back: Giving Parents Positively Impact Student Programming!

Timberlea School Parents Association works diligently to fundraise in support of opportunities at the school like our Halloween Dance, Alien In-Line Skating, DancePl3y residency, and new jerseys for our sports athletes.

Get involved by emailing timberleaparents@gmail.com.

Each year, Grade 1 - 6 classrooms elect Members of Parliament and all students elect a Prime Minister and Deputy.

Welcome to Wolf Land!

MicroSociety® is an educational model that creates a thriving, modern-day, mini-metropolis, with students taking on real-world roles and responsibilities of government officials, business owners and managers, law enforcement, non-profit work, and participating in all aspects of a consumer marketplace. A built-in "Micro-university" engages business, government, and other community leaders to share their knowledge and experience with students and staff. At Timberlea School, this society is named “Wolf Land”, and was created and managed by students and facilitated by teachers and community mentors.

Timberlea Public is the only school in Fort McMurray offering this unique educational experience.

Apple Schools

Timberlea Public School is proud to be an APPLE School (Alberta Project Promoting active Living and healthy Eating). As part of this initiative our school’s Health Champion will work with the entire school community: students, staff, parents and community organizations, to promote healthy eating and active living.
Because the health of our students is paramount, **parents are encouraged to provide their children with healthy lunches and snacks**. It is our wish to work with students, parents and the entire school community to make the healthy choice the easy choice.

PRINCIPAL: NAZIA HISCOCK

TIMBERLEA
PUBLIC SCHOOL

Home of the #Timberwolves

Register at https://www.fmpsdschools.ca/registration/ and join this growing school community!

Timberlea Public School

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Telephone: 780-743-5771

Email: timberlea.info@fmpsd.ab.ca

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