Fusion Collegiate

Discover Your Passion - Achieve Success

STUDENT PARENT/GUARDIAN HANDBOOK 2026-2027

General School Information

Charter School Board: Fusion Education Association

School: Fusion Collegiate

Address: 3636 Research Road NW. Calgary, AB. T2L 1Y1 (Floors 4 and 5)

Email: admin@fusioncollegiate.ca

Phone: 587-333-7772



Welcome

We are delighted to welcome students and families to Fusion Collegiate. Communication between students, families, and staff is essential to the success of our school community, and this handbook has been prepared to help you understand our policies, routines, and shared commitments. We encourage you to keep this document handy as a resource throughout the school year. Updates to policies and processes will be shared on our website throughout the year, please check regularly for the most up-to-date information

Fusion Collegiate was founded on the belief that education should be meaningful, connected to the real world, and focused on preparing students for their preferred future. We are proud to be a public charter school that is unique in Alberta, offering a program that blends high school learning with post-secondary and skilled pathway opportunities.

Our school provides authentic, work-integrated learning experiences, strong partnerships with post-secondary institutions and industry, and personalized supports to help each student succeed. Whether a student's path leads to university, college, trades, or direct entry into the workforce, Fusion is committed to ensuring every learner leaves with confidence, competence, and a clear sense of possibility.

Most importantly, Fusion is a place where relationships matter. We value respect, responsibility, and community, and we strive to create an environment where every student feels known, supported, and inspired to grow. Together, as partners, we look forward to a year of learning, discovery, and achievement.

Vision

To deliver vocation and skilled pathway education that seamlessly fuses secondary and post-secondary learning.

Purpose

The purpose of Fusion Education Association is to:

- Deliver vocation and skilled pathway education to support seamless transition into post-secondary learning and/or the workplace
- Deliver authentic work-integrated learning opportunities for students
- Help students to recognize their individual skills, attributes, values and beliefs in support of identifying and succeeding along a preferred career pathway
- Provide students with highly personalized academic and career development supports to complete high school and be confident and ready for their next steps
- Partner with Alberta post-secondary institutions to remove barriers to post-secondary access
- Ensure students understand how a pathway supports them to achieve their preferred future

Teaching Philosophy

Career learning, vocational training and skilled pathway education are the foundations of Fusion Education's philosophy. Fusion Education will partner with post-secondary institutions and industry training partners across the province to offer relevant and authentic experiential learning for all students. Fusion Education will support students to achieve post-secondary outcomes and seamlessly transition to ongoing post-secondary or skilled employment while they complete high school.

Fusion Collegiate believes

- Students thrive with purpose and connection to a career pathway
- Students succeed when they are provided with thoughtful, developmentally responsive learning anchored in pathway exposure and exploration
- Outcomes-based assessment is an essential element of student success and course completion
- When students are supported by secondary, post-secondary, industry mentors/coaches, and parents they are inspired and empowered to reach their fullest potential
- Work-integrated learning is integral to the student learning experience
- Research informs our innovation and best practice and we have an obligation to share our successes with the greater educational community
- Student voice is critical in the development of their learning plan

Fusion Foundations

Students' Preferred Futures

At Fusion Collegiate, we prepare students for the opportunities and challenges ahead. We help them discover what's possible, connect learning to real career pathways, and build the skills and confidence they need to succeed. Students explore their interests, engage in meaningful problem-solving, and grow into capable young people ready for the next step in their journey.

Experiential, Meaningful Learning

We believe in education that is both strong in academics and connected to real life. Our teachers use proven approaches that keep students engaged and challenged. Students see how what they learn applies to work, further education, and their daily lives. We push them to work hard, overcome challenges, and grow as resilient learners.

Learning by Design

The Alberta Curriculum provides a solid foundation where students learn to think critically, solve problems, and create meaningful solutions. Our teachers build on this by designing experiences that inspire curiosity, strengthen leadership, and develop both skills and character, while guiding students to explore career pathways and prepare for their futures.

Tracking Progress and Growth

Every student can succeed. Teachers use a mix of instruction, coaching, and regular assessments to make sure learning is on track. Progress is shared with students and families so everyone knows the next steps and how to achieve them.

Partnerships

Fusion Collegiate is built on strong partnerships with post-secondary schools, industry partners, and the trades. These connections bring authentic experiences into the classroom, remove barriers to future learning, and show students how their pathway links to real opportunities both locally and beyond.

Families as Partners

We know that parents/guardians are a key part of student success. By keeping communication open and working together, we ensure every student has the support they need to achieve their goals.

Fusion Collegiate Staff

2025-2026

Founders: Lisa Betterton, Kyra Bogensberger, Christine Meaden, Bradey Thompson

Superintendent: Christine Meaden

Principal & Director of Strategy: Bradey Thompson

Assistant Principal & Director of Pathways & Partnerships: Lisa Betterton

Director of Student Services and Experiences: Kyra Bogensberger

Vice Principal: Kyra Lake

Office Manager: Jessa Rasco

Administrative Assistant: Jacque Peter

Registrar: Colleen Middleton

Last Name	First Name	Teaching Assignment
Johnstone	Sarrah	Social 10, Social 20
O'Shaughnessy	Owen	ELA 10 and ELA 20
Pavlove	Darryl	Science 10 Business 10, Business 20
Yackulic	Dave	Grade 10 Lead, Math 10, Math 20
Frizzell	Paul	Chemistry 20, Biology 30, Science 24
Koyzan	Ryan	Math 20 and Business 10
O'Flynn	Shannon	Biology 20, Biology 30, Animal Health Sciences
Stewart	Brandon	ELA 20 and Social 20
Phelps	Maggie	Physical Education and Art
Long	Ozzie	Skilled Trades and CALM lead
Middleton	Don	Off-Campus Coordinator
Plewes	Taylor	Off-Campus and Dual Credit
Martinez Chung	Adrian	Aviation and Physics
Orpe	Allison	Student Services
Schwartzenberger	Brianna	Health Sciences, Social 20, Physical Education 10
Turner	Mark	Grade 11 Lead, Student Services, UNIV, PE
Frizzell	Lisa	Student Services

Calendar and Bell Schedule can be found on our website

General Information

Our Student Commitments

At Fusion Collegiate, students play an active role in creating a welcoming and respectful school culture. These commitments help guide how we learn, work, and grow together.

Represent Fusion with Pride

From the time students leave home in the morning until they return at the end of the day, they are ambassadors of our school. Students are to act with kindness, integrity, and responsibility in every setting.

Respect Everyone

Fusion Collegiate shares the Calgary Charter Hub with three other schools. All staff, students, and visitors, no matter which school they represent, deserve to be treated with equal respect and courtesy.

Care for our Space

Students are expected to look after their own belongings, such as laptops and personal items, while also caring for school property and respecting the property of others.

Be Present and On Time

Arriving on time and being engaged in class ensures students get the most out of their learning and build positive lifelong habits.

Care for your learning

Students are to stay organized, use class time effectively, complete assignments, and ask for help when needed. Any missed work due to absences should be completed as soon as possible.

Move Safely and Calmly

Our hallways and classrooms are shared spaces. Students are to walk, not run, and to move through the building with awareness and respect for others.

Attendance

Regular attendance and punctuality are an important component of the learning process. All teachers will keep attendance in every class.

Parents must report if a student is going to be late or absent for any reason. Please report the absence or late by phoning (**587) –333 –7772 selection 7** or emailing **attendance@fusioncollegiate.ca**

Instructions for Leaving a Message on the Attendance Line

When calling the attendance line, please leave the following information in your message:

1. **Your child's full name** (please spell the last name clearly)
2. **Your child's grade**
3. **The date(s) of the absence**
4. **The reason for the absence** (illness, appointment, family, etc.)
5. **Your name and a call-back number** in case we need further details

Please speak slowly and clearly so we can ensure the information is recorded accurately.

Please call before the start of the school day whenever possible.

Instructions for Emailing the Attendance Office

When reporting an absence by email, please include the following information in your message:

1. **Your child's full name** (please spell the last name clearly)
2. **Your child's grade**
3. **The date(s) of the absence**
4. **The reason for the absence** (illness, appointment, family, etc.)
5. **Your name and a phone number** in case we need to follow up

Please send your message to **attendance@fusioncollegiate.ca** before the start of the school day whenever possible.

Students **arriving late or leaving school early** must report to the **main office** to sign in or out.

Diploma Exam Attendance

Diploma (30-level) exams must be written on the scheduled dates at the scheduled times. Students who miss a diploma exam will have to write the exam at a future exam session as scheduled by Alberta Education.

- Attendance at diploma exams is **mandatory**.
- If you are unable to attend due to illness or emergency, you must provide appropriate documentation (such as a medical note) and contact the school office immediately.

Dress and Presentation

Fusion Collegiate is a vibrant place of learning where students are guided to prepare for their next steps, whether that be further education or as skilled professions. Students are to dress professionally and thoughtfully, with the aim of creating an environment grounded in respect, safety, and readiness for learning.

Professional and Respectful Attire

- Clothing should reflect Fusion's commitment to learning and preparation for future pathways.
- Attire must be clean, neat, and suitable for a school and workplace-like setting.
- Garments should not display offensive language or imagery, including references to drugs, alcohol, violence, or any form of discrimination.
- Students must wear appropriate footwear for all school settings. Specific pathway programs (e.g., shop, labs) may require safety-conscious choices such as closed-toe shoes, protective clothing, or hair that's secured, our goal is to keep everyone safe and ready.
- Physical education (PE) classes have their own dress expectations to support movement and safety; students will receive details separately.
- Students attending post-secondary or industry settings are required to adhere to the expectations of those facilities.
- Students who are visiting an industry partner or workplace setting are required to follow the dress guidelines as established for that experience. Teachers will communicate with students prior to the opportunity regarding expectations.

School Hours

School building hours for students: 7:45 AM – 4:30 PM (Mon – Thurs), 7:45 AM – 2:00 PM (Fridays).

Students will be able to access the building at 7:45 AM although there is no teacher supervision at this time. Students will not be allowed to stay in the building past 4:30 PM unless under the direct supervision of a staff member. Students must stay in designated Fusion Collegiate areas at all times.

Student Drop Off/Pickup

- Parking and loading zones are limited around the Charter Hub (on Research Road NW) due to the multitude of public parking needed and the nearly 2000 students entering the building every day.
- Parking for student load/unload is recommended at the parking lot on the west side of 36th Street NW. (by the pond)
- Do not arrange to pickup/drop off in the bus zone or in a space that blocks other building driveways.

- Please obey all city traffic signage according to loading zones and meter parking and park/wait in designated areas only. All bylaws in effect as stated on signage.
- ***Parents are not to enter the Charter Hub visitor parking to load or unload their students.***
- Limited visitor parking is available for scheduled visitors to the school in surface lot of the Charter Hub. Other pay parking is available in streets and lots surrounding the school.
- Please remember, safety over convenience.

Student Transportation and Parking

- Students are easily able to access the Charter Hub via Brentwood Station or University Express routes provided by Calgary Transit
- Fusion Collegiate has limited underground parking spots available for students. A lottery will be conducted for students interested in underground parking. A security deposit and paperwork is required for students who are requesting underground parking.
- Students may access LRT parking lots as provided by Calgary transit, or use street metred parking or other pay lots surrounding the Charter Hub
- Students are reminded to abide by all city parking bylaws and signage

Safety and Emergency Procedures

At Fusion Collegiate, the safety of our students is our highest priority. We are committed to creating a safe and secure environment where students can focus on learning.

To ensure preparedness, Fusion collaborates closely with the **Calgary Police Service** and follows Alberta Education guidelines for emergency practices. Each school year:

- **Two lockdown drills** are conducted, reviewed, and practiced in partnership with the Calgary Police Service.
- **Six fire drills** are conducted to ensure all students and staff know evacuation routes and expectations.

We hold **high expectations for both students and staff** during these practices. Active, respectful participation ensures that everyone is ready to respond calmly and effectively in the event of a real emergency.

In the event of an actual emergency, families will be notified **through email** and, where possible, **by phone call**. Our priority will always be to ensure student safety first, followed by timely and accurate communication with families.

Calgary Charter Hub

Fusion Collegiate leases space in the Calgary Charter Hub. The Calgary Charter Hub is a beautiful setting for students to be able to come and learn. As representatives of Fusion Collegiate students must follow the highest standards and be aware that failure to follow rules and expectations may result in being “banned” from the premises. Additionally, students who are found to have vandalized or destroyed or damaged property in any way will be responsible for the costs associated with remediating the damage.

Locks and Lockers

Students will in grade 10 and 11 will be issued a locker for use for the year.

Students using lockers must:

- Only use a school issued lock on their locker
- Be responsible for all contents in their assigned locker
- Be aware that lockers are subject to search by administration
- Refrain from decorating their lockers in a permanent way that causes damage to the locker

Assessment

At Fusion Collegiate, assessment is designed to support student learning, provide clear feedback, and communicate achievement in relation to Alberta Education outcomes. Students are assessed using a combination of formative assessments (ongoing checks for learning) and summative assessments (final demonstrations of learning).

- **Summative assessment results** are shared in **Canvas**, where families and students can view current achievement on assignments, projects, and exams.
- **Report cards** are issued twice a year, at the end of each semester (January and June), and provide an overall summary of student achievement. Report cards are viewed in Powerschool. Instructions for accessing report cards will be sent when they are available for viewing.
- **Interviews** are scheduled in **November** and **early May** as mid-semester check-ins. These conversations provide an opportunity for families, students, and teachers to review progress, celebrate successes, and discuss next steps in learning.
- **Individual Program Plans (IPPs)** are used for students who require personalized supports. Teachers use IPPs to communicate progress, goals, and next steps in learning.
- **Percentage marks** are used to communicate academic achievement, ensuring clarity and alignment with Alberta reporting standards.

Assessment at Fusion is not only about measuring achievement, but also about guiding next steps and celebrating growth.

Student Services

Fusion Collegiate provides a variety of supports to help students succeed academically, socially, and personally. Our goal is to ensure that every student feels known, supported, and confident as they work toward their preferred future.

Services include:

- **Academic Advising** – Teachers and advisors work with students to track credits, plan for graduation, and explore post-secondary or career pathways.
- **Career Development & Pathways Support** – Staff guide students through off-campus education, dual credit opportunities, and career exploration.

- **Learning Supports** – For students with diverse learning needs, including IPPs (Individual Program Plans) and specialized accommodations.
- **Post-Secondary & Industry Connections** – Fusion's unique partnerships provide authentic, work-integrated learning experiences.

Extracurricular Activities & Student Life

At Fusion Collegiate, we believe learning extends beyond the classroom. Extracurricular activities give students the chance to build friendships, explore interests, and develop leadership skills.

As we are in our second year of operation, extracurricular opportunities — including clubs, fine arts, and athletics — will be offered according to **student interest** and **teacher capacity**. Students are encouraged to bring forward ideas for clubs, activities, or events they would like to see at Fusion.

Sports opportunities will also grow in response to student interest and available resources. Our goal is to create meaningful opportunities for connection, teamwork, and growth both inside and outside the classroom.

Health Conditions

At the start of each school year, parents, guardians, or independent students must complete the medical form to record any health conditions or medication needs. Families and independent students should also inform the teachers of any health concerns and update administration if there are serious medical conditions or other circumstances that could affect learning or safety.

Only the daily dosage of prescribed medication should be brought to school. Staff are not permitted to administer prescription or over-the-counter medications to students.

Communication

Communication is a partnership. Families and staff work together to ensure every student feels supported and connected in their learning. Teachers share information about classes and learning through **Canvas**, where families can see grades and assignments. Attendance information is available in **PowerSchool**, and login details for families will be provided by mid-September.

Teachers respond to messages within 48 hours on school days. We encourage families to reach out not only when concerns arise, but also to share successes and highlights, so we can celebrate students together. If additional support is needed beyond the classroom teacher, families may connect with the team lead, then administration, and finally the superintendent.

To minimize interruptions, students' personal cell phones should not be used during the school day, as devices are stored in lockers. In an emergency, the main office will help connect families with their student.

Student Code of Conduct

Purpose

Fusion Collegiate is committed to providing a safe and caring environment **that** fosters and maintains respectful and responsible behaviour and supports the well-being, dignity and belonging of every member of the school community.

The purpose of this Student Code of Conduct is to establish clear expectations for student behaviour, promote positive relationships and responsible decision-making, protect the rights and safety of members of the school community, and provide a fair and supportive framework for responding when expectations are not met.

In accordance with **sections 31 and 33 of the Alberta Education Act**, the **Alberta Human Rights Act**, and **Fusion Administrative Procedures #202 and #203**, Fusion Collegiate is committed to an environment that respects diversity and is free from discrimination, bullying, harassment and violence.

When inappropriate behaviour occurs, Fusion Collegiate will attend to the safety, well-being and needs of those who have been impacted. Appropriate supports will be provided to students who are impacted by inappropriate behaviour, as well as to students who engage in inappropriate behaviour, with the goals of accountability, learning, restoration and preventing further harm.

Student Responsibilities

Students are expected to:

- Attend school regularly and on time.
- Be diligent in their studies and take responsibility for their learning.
- Cooperate fully with teachers, staff and others who provide educational services.
- Respect themselves, their peers, staff, visitors and property.
- Contribute to a welcoming, caring, respectful, inclusive and safe school community that values diversity and belonging.
- Refrain from, report and not tolerate bullying or bullying behaviour, whether in person or online.
- Conduct themselves responsibly in all school settings and activities, including off-site events and online interactions.
- Assist in the prevention and reporting of unsafe, harmful or inappropriate conduct.

Serious or repeated violations of the Student Code of Conduct will be addressed in accordance with Fusion Collegiate's administrative procedures. Discipline is approached through a **lens of teaching and learning**, with the goals of helping students take responsibility for their behaviour, repair harm where appropriate, restore relationships and make better choices.

Legal and Policy References: Alberta Education Act, ss. 31 and 33; Alberta Human Rights Act; Fusion Administrative Procedures #202 and #203.

Student Behaviour Expectations

Fusion Collegiate students have a responsibility to respect the rights, dignity and safety of others and to actively engage in their own learning and growth. Our expectations are guided by the values of **respect, responsibility and community**.

The expectations in this Code apply to student behaviour:

- at school and on school property;
- during school-sponsored or school-related activities;
- during off-campus learning, field trips, athletics and other school events;
- while using school transportation, where applicable;
- through the use of school technology, networks or electronic resources; and
- in online or off-campus circumstances where the behaviour has a reasonable connection to the school community or negatively affects the safety, well-being or learning environment of students or staff.

Acceptable Behaviour

Acceptable behaviour includes, but is not limited to:

- Demonstrating actions that contribute positively to the school community.
- Treating students, staff, volunteers, visitors and others with dignity and respect.
- Respecting the rights, property, privacy and personal boundaries of others.
- Following reasonable directions provided by teachers, administrators and other adults serving in positions of authority.
- Following school expectations during all school activities, whether on-site, off-campus or outside regular school hours.
- Attending classes regularly, arriving on time and being prepared to learn.
- Participating appropriately in learning and allowing others to learn without unnecessary disruption.
- Using technology responsibly and for appropriate educational purposes.
- Practising responsible digital citizenship, including appropriate use of social media.
- Ensuring that assignments and assessments reflect the student's own work and keeping personal work secure.
- Using artificial intelligence and other technologies only as permitted by the teacher or school.
- Informing a trusted adult in a timely manner about incidents of bullying, harassment, intimidation, violence or other safety concerns.
- Refraining from, reporting and not tolerating bullying or harmful behaviour.
- Taking responsibility for one's actions and participating in restorative or corrective processes when appropriate.

Unacceptable Behaviour

Unacceptable behaviour includes, but is not limited to:

- Actions that interfere with the learning of others or create unsafe, threatening or significantly disruptive conditions.
- **Discrimination** against any person on the basis of a protected ground under the *Alberta Human Rights Act*, including race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, family status, source of income or sexual orientation.
- **Bullying**, whether physical, verbal, social, electronic or online. Bullying includes repeated and hostile or demeaning behaviour intended to cause harm, fear or distress, including psychological harm or harm to a person's reputation.
- Harassment, intimidation, humiliation or threatening behaviour.
- Acts of violence, physical aggression, fighting, assault or threats of violence.
- Retaliation against a person who reports, seeks help regarding, or intervenes in bullying, harassment, discrimination, violence or other inappropriate behaviour.
- Deliberately disrupting the learning of others.
- Creating a significant disturbance or repeatedly interfering with the orderly operation of the school.
- Serious or repeated disrespect, disobedience or defiance.
- Vandalism or intentional damage to school, Charter Hub or personal property.
- Theft or possession of stolen property.
- Possessing, using, displaying, distributing or being involved with weapons or items being used or represented as weapons.
- Using profane, vulgar, abusive, discriminatory, threatening or otherwise inappropriate language.
- Possessing, using, distributing, selling, supplying or collecting money for illicit drugs, cannabis or cannabis-infused products, alcohol, inhalants or other prohibited intoxicating substances at school or during school-related activities.
- Possessing or using tobacco, cigarettes, vaping products or other prohibited nicotine products on school property or during school-related activities.
- Engaging in criminal or other illegal activity.
- Academic dishonesty, including cheating, plagiarism, assisting another person to engage in dishonest behaviour, or the unauthorized or inappropriate use of artificial intelligence.
- Misuse of technology, electronic communications or social media in a manner that harms, threatens, harasses, humiliates or negatively affects another member of the school community.
- Recording, photographing or distributing images, audio or video of another person in circumstances where doing so violates their privacy, dignity or safety or contravenes school expectations.
- Any other behaviour that significantly compromises the safety, dignity, well-being or learning environment of the school community.

Student Discipline

At Fusion Collegiate, discipline is approached through a **lens of learning and teaching**. In accordance with the **Alberta Education Act** and **Fusion Administrative Procedure #203 – Student Discipline**, disciplinary practices are intended to maintain a welcoming, caring, respectful, inclusive and safe learning environment while helping students understand expectations, take responsibility for their conduct, repair harm where appropriate, and make better choices.

Disciplinary matters will be addressed promptly, fairly and objectively. Fusion Collegiate uses positive, proactive, preventative and restorative approaches wherever appropriate, together with logical and appropriate consequences.

Students are expected to accept responsibility for their conduct and to be accountable to adults serving in positions of authority. Parents and guardians are important partners in supporting appropriate behaviour and, where appropriate, will be involved in addressing significant or repeated conduct concerns.

Responding to Unacceptable Behaviour

When unacceptable behaviour occurs, the response will focus, wherever possible, on:

- learning and understanding expectations;
- accountability for one's actions;
- repairing harm where appropriate;
- restoration of relationships where appropriate;
- supporting those who have been impacted; and
- preventing further inappropriate behaviour.

Consequences for unacceptable behaviour will take into account the student's age, maturity and individual circumstances, as well as the nature and seriousness of the behaviour.

Depending on the circumstances, disciplinary responses and supports may include:

- discussion, redirection or reteaching of expectations;
- positive behavioural supports;
- restorative practices;
- counselling;
- regular check-ins with teachers, advocates or mentors;
- parent or guardian involvement;
- detention;
- suspension from class;
- in-school suspension;
- supported leave or temporary home study;
- suspension from school; or
- a recommendation for expulsion.

Disciplinary measures will be applied in accordance with the **Education Act**, Fusion Collegiate policies and applicable administrative procedures.

Supports for Students

Appropriate supports will be provided both to students who are impacted by inappropriate behaviour and to students who engage in inappropriate behaviour.

Students who experience bullying, harassment, discrimination, violence or other harmful behaviour will be provided with appropriate supports and services intended to address the negative or harmful effects of the behaviour and support their safety and well-being.

Students who engage in inappropriate behaviour will also be provided with appropriate supports intended to help them understand the impact of their actions, address the behaviour, make better choices and reduce the likelihood of recurrence.

Supports will be responsive to the circumstances and may include mentoring, restorative practices, positive behavioural supports, counselling, regular check-ins, safety planning, parent or guardian involvement, or referral to outside supports or agencies where appropriate.

Calgary Charter Hub

Fusion Collegiate leases space within the Calgary Charter Hub.

In addition to consequences or interventions imposed by Fusion Collegiate, conduct that is determined to be unsafe or significantly detrimental to the broader Charter Hub learning environment may result in the Calgary Charter Hub restricting a student's access to the facility in accordance with the terms governing Fusion Collegiate's use of the facility.

Legal and Policy References: Alberta Education Act; Alberta Human Rights Act; Canadian Charter of Rights and Freedoms; Fusion Administrative Procedure #203 – Student Discipline.

Personal Mobile Devices and Social Media

The Government of Alberta has established standards regarding the use of personal mobile devices and access to social media in schools. Fusion Collegiate's expectations are aligned with provincial requirements and **Fusion Administrative Procedure #209**.

Personal Mobile Devices

- Students must turn off or silence personal mobile devices during instructional time.
- Devices must be stored in the “Phone Hotel” at the start of each class.

- Students may only use personal devices during instructional time when directed or authorized by a teacher or staff member for an educational purpose.
- Students are expected to follow staff directions regarding the storage and use of personal mobile devices.

Social Media Access

Students are not permitted to access social media on school devices or school networks except where specifically authorized for an educational purpose.

Medical, Health or Special Learning Needs

Students who require access to a personal mobile device for medical, health or other documented accommodation needs should contact school administration, or have a parent or guardian do so, so that an appropriate accommodation plan can be established.

Consequences for Non-Compliance

Failure to follow the personal mobile device expectations will generally result in progressive consequences:

1. **First Infraction** – The student is reminded to turn off or silence the device and store it in the homework hotel.
2. **Second Infraction** – The device is given to the teacher or staff member and returned at the end of class.
3. **Third Infraction** – The device is given to the teacher or staff member and parents or guardians are contacted. Independent students will meet with administration to review expectations and establish a plan.
4. **Fourth Infraction** – The device must be handed in to an administrator at the start of the school day and will be returned at the end of the day.
5. **Fifth Infraction** – The student may lose the privilege of having a personal mobile device on school property.

School administration may adjust the response where appropriate based on the student's age, maturity, individual circumstances, the nature of the conduct, previous interventions and any applicable accommodation requirements.

Definitions

Personal Mobile Device (PMD): Any personal electronic device capable of digital communication, accessing the internet or connecting to another device, including cellphones, tablets, gaming devices, laptops, smartwatches and accessories such as headphones and Bluetooth devices.

Social Media: Online platforms, websites or applications used for communication, sharing content or social interaction, including platforms such as Instagram, TikTok, Snapchat, Discord, WhatsApp and Facebook.

Instructional Time: Periods scheduled for instruction, assessment or supervised learning activities, including classes, examinations, assemblies, guest presentations and school-related learning activities.

Educational Use: A specific learning activity for which a teacher or staff member authorizes the use of a device to support student learning.

Personal Property

Fusion Collegiate is not responsible for the loss, theft, damage or replacement of personal devices brought onto school property or to school-related activities.

Legal and Policy Reference: Government of Alberta Ministerial Order #014/2024; Fusion Administrative Procedure #209.

Academic Integrity

At Fusion Collegiate, integrity means being honest with oneself and with others. Learning is most meaningful when it reflects a student's own effort, skills, understanding and growth.

Teachers and staff provide students with multiple opportunities and ways to demonstrate their learning, and Fusion Collegiate is committed to ensuring that achievement reflects authentic student ability.

Students demonstrate academic integrity when they:

- acknowledge the use of another person's words, ideas or work, in whole or in part;
- protect their own work from being used dishonestly by others;
- complete assignments, tests, laboratories, projects and assessments using their own words, ideas, skills and understanding unless collaboration is specifically authorized;
- use only those resources, supports, tools and technologies permitted by the teacher;
- use artificial intelligence applications only when and in the manner authorized by the teacher;
- accurately identify or acknowledge the use of artificial intelligence when required;
- refrain from submitting work created substantially by another person or unauthorized technology as their own; and
- ask their teacher for clarification when they are unsure whether a resource, collaboration method or technology is permitted.

Academic dishonesty may include plagiarism, cheating, unauthorized collaboration, copying or sharing answers, falsification, submitting another person's work as one's own, or the unauthorized or inappropriate use of artificial intelligence.

Responses to academic dishonesty will be appropriate to the circumstances and may include opportunities to demonstrate learning again, corrective or restorative measures, parent or guardian involvement, academic consequences consistent with assessment practices, and disciplinary responses where appropriate.

By upholding academic integrity, students ensure that their progress is a true reflection of their learning and build the trust, responsibility and confidence necessary for future studies, employment and participation in the broader community.