



2026-2027 WELCOME PACKAGE



VISION STATEMENT

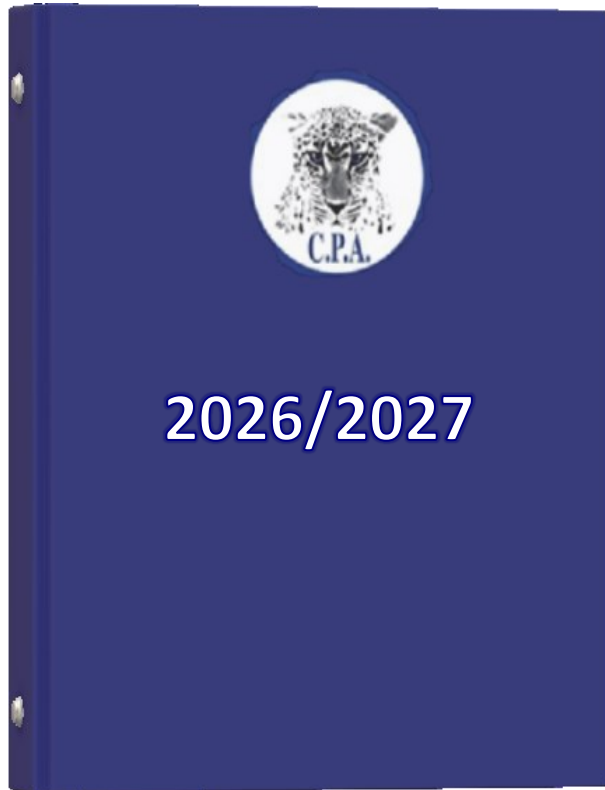
At CPA, we are committed to fostering an inclusive culture of respect, well-being, resilience, innovation, and accountability. Students take responsibility for their actions, support one another with kindness and integrity, and embrace creative thinking to drive personal and academic excellence.

VERY IMPORTANT INFORMATION ENCLOSED

For updated information, please visit our website which is updated regularly:

www.cpa.hrce.ca

The first day of school is ***THURSDAY, SEPTEMBER 3, 2026***



**What supplies should
I bring on the first day?**

- Backpack/Knapsack
- Binder
- Paper
- Writing utensil (pen & pencil)

Teachers may request additional supplies for their class.

As students arrive to school, your bus will unload six buses at a time. You are asked to enter the building and go directly to your D Block class. Please be sure to check PowerSchool to ensure you know your D Block classroom

Please check the map provided to see the routes to your classes.

Student fees for the 2026/2027 School Year: \$25.00

Welcome Back to School

Charles P. Allen High School

Providing a high quality education for every student everyday.



CONTACT INFORMATION

Phone: 902-832-8964

Attendance - press 1

Main Office - press 0

Email: cpah@hrce.ca

ADMINISTRATION

Stephanie Bird, Principal

Richard Barry, VP (surnames A-D)

Kerry Butler, VP (surnames E-La)

Tara Arseneau, VP (surnames Le-P)

Scott Craig, VP (surnames Q-Z)

GUIDANCE

Lori Dawn Swimm, Counsellor (A-D)

Riccardo Cordi, Counsellor (E-La)

Amy Mahoney (Le-P)

Tara Aucoin, Counsellor (Q-Z)

Dear Students & Parents,

Welcome to a new school year at Charles P. Allen. We are so excited to see you!

2026/2027 promises to be another great year in the long tradition of excellence that has become synonymous with C.P. Allen High School. This practice of doing our personal best extends into the areas of academics, athletics and fine arts. Here, you will have the opportunity to develop and hone your skills, talents and abilities to become a school and community leader. All of this can happen when you take advantage of all that school can offer and if you apply yourself to becoming part of the C.P. Allen team.

Staying in school and staying safe is a shared responsibility. The staff of CPA is here for you, so please don't hesitate when you need extra help, support or guidance. If you, as parents and guardians have any concerns or questions, please do not hesitate to contact us.

This communication package will assist you with planning and will make the first days and weeks of the school year more manageable. Please take the time to read the information contained in this package. If there is any important medical information we should be aware of, it is important that you fill out the medical information forms located under the parent section of our website and email them to cpah@hrce.ca. I also encourage you to log into PowerSchool Student/Parent Portal regularly to check attendance and marks.

Once again, welcome to the new school year. Please check the website regularly for new information regarding our first day of school on Thursday, September 3, 2026.

I wish all of you success this school year!

Stephanie Bird

Principal



A LETTER FROM YOUR STUDENT COUNCIL CO-PRESIDENTS!



Hey Grade 10 Cheetahs!

Welcome to CPA and to the start of an exciting new chapter! We are so excited to welcome you to our school community and can't wait to meet all of you this year.

Starting high school is a big milestone, and it's normal to feel a mix of excitement, curiosity, and maybe even a few nerves. The good news is that you're joining a school filled with people who are here to support you. Our teachers, guidance counsellors, administrators, coaches, support staff, and fellow students all want to help you succeed and feel at home at CPA.

One of the best pieces of advice we can give is to get involved! High school is about so much more than classes. Join a club, try out for a sports team, attend school events, volunteer, meet new people, and don't be afraid to step outside your comfort zone. Getting involved is one of the easiest ways to make friends, discover new interests, and create memories that will stay with you long after graduation.

Remember, everyone starts somewhere. Before long, you'll know your way around the school, recognize familiar faces in the hallways, and feel like part of the CPA family. Don't be afraid to ask questions, introduce yourself to new people, and take advantage of the many opportunities available to you.

Student Council is already planning exciting events, spirit days, activities, and opportunities throughout the year, and we hope you'll join us in making CPA a fun, welcoming, and positive place for everyone.

We're looking forward to an amazing 2026–2027 school year and can't wait to see all the great things you'll accomplish as the newest members of the CPA community.

See you soon, Cheetahs!

Your CPA Student Council

*Stay connected and follow us on Instagram:
@cpastudentscouncil*

IMPORTANT MUST DO **SET UP YOUR GNSPES STUDENT** **EMAIL, CLOUD AND** **CLASSROOM** **ACCOUNT TODAY!**



Email Account Set-up

New student accounts will not be created by a school-based email administrator. Students will require their Student ID number and birthdate to create their own account via the self-service link below. If you need your student number, please email Ms. Lowe at lowea@hrce.ca

Self-service creation of new email account:

You'll need your Student ID (300xxxxxx number) and birthdate.
Then go to <https://selfservice.gnspecs.ca/cgi-bin/account.pl>
Complete the presented pages

Email Access

Once the account has been set up, students will access their email at <https://gnspecs.ca> using their email username (see example below) and password created when they set up their account.

Example: Jeremy Lewis Matthews with student number 3000077002 will have email address: **mjl077002@gnspecs.ca**

Password Reset

If a student needs to reset a password they can do so via the self-service link at <https://selfservice.gnspecs.ca/cgi-bin/account.pl>

Cloud Storage

All students have access to cloud storage for files. This storage is accessible from home, school, or any computer on the internet. It can be accessed at <https://ourcloud.gnspecs.ca> using their complete @gnspecs email address as the username and their new email password.

New Students

Students who are new to the NS Education system will appear in the NSPES system within about 24 hours of being registered and assigned a NS Student ID.



The Nova Scotia Department of Education and Early Childhood Development (EECD) is dedicated to creating school environments where children and youth can thrive.

We owe it to our students to do what we can to remove distractions and enable them to be fully present and engaged in the classroom.

Research and experience tell us that there are benefits to limiting **access to cell phones, ear buds/headphones, smart glasses and personal mobile devices in schools, including:**

Enhances Learning: Minimizing distractions from cell phones improves focus and productivity during learning experiences. Engagement and academic performance improve.

Improves Social Interactions: Limited access to cell phones can reduce incidents of bullying and enhance social interactions among students.

Promotes Well-Being: Reducing screen time helps students engage more in physical activities and face-to-face interactions, which are crucial for healthy development.

Please note that students violating the provincial policy will be given one warning and a review of the provincial policy for the first incident. Should another incident occur, students will receive a suspension under the Provincial Code of Conduct.



CHARLES P. ALLEN HIGH SCHOOL

There's
an App
for
that!



**Download
for Free
Today!**



Download on the
App Store



GET IT ON
Google play

STAY INFORMED

Notifications from administrators and teachers make it easy to stay on top of what's going on at school and in the classroom.

QUICK AND EASY ACCESS TO GRADES, MENUS & MORE

Quick access to everything school-related including calendars, directions to events, important documents, menus, grade systems, sports scores, school resources and more!

EASY SCHOOL CONTACT

One click to call, email and submit important forms directly to us. Subscribe to receive important notifications from groups that are important to you.

EASY TEACHER CONTACT

One click to call, email and visit teacher websites and class resources. Subscribe to receive important notifications from teachers.

MAIN OFFICE: **902-832-8964**

For Attendance - press 1

Main Office - press 0

Administration

Stephanie Bird, Principal

ext. 7551002

Richard Barry, Vice Principal (A - D) ext. 7551004

Kerri Butler , Vice Principal (E-La) ext. 7551003

Tara Arseneau, Vice Principal (L - P) ext. 7551011

Scott Craig, Vice Principal (Q-Z) ext. 7551005

Guidance

Lori Dawn Swimm, Counsellor (A-D)

Riccardo Cordi, Counsellor (E-La)

Amy Mahoney, Counsellor (Le-P)

Tara Aucoin, Counsellor (Q-Z)

ABSENCE CALLS

If a student is excusably absent, parents/guardians need to call the school attendance line **@ 902-832-8964 extension 1** to inform the school. Please do not leave attendance messages for administrators or teachers. **DO NOT SEND EMAILS OR LETTERS FOR ATTENDANCE PURPOSES.**

At the end of the day, an automated call will be forwarded to your home telephone to notify of any unexcused absences.

Visitor Access

To help maintain a safe and secure learning environment, **all parents/guardians and visitors must contact the main office and schedule an appointment before coming to the school.**

If you need to meet with a teacher, guidance counsellor, administrator, or other staff member, please call the main office at **902-832-8964 (extension 0)** to arrange an appointment.

Please note that students who do not attend CPA are not permitted on school grounds at any time unless they are participating in a school-approved event and have prior authorization.

If you need to contact school administration, please call the main office or send an email.



CHARLES P. ALLEN HIGH SCHOOL

12 Simple Suggestions for a Successful Transition to High School (Friendly hints to help parents survive 10th grade)

1. Be involved in your child's academic program

Make sure that your child is challenged and taking courses now that will help meet future goals. Choose courses based on your interests.

2. Get your child involved in a positive activity...but don't overextend

Students that are involved in an activity, club, sport, music, etc., are much more likely to have a positive high school experience and get better grades than students who are not involved.

3. Know your child's friends

When a teenager is faced with a critical decision, the influence of peers (positive and negative) and parents/families can make the difference.

4. Register for PowerSchool

This enables you to track your child's attendance and grades from your computer. PowerSchool will allow you to track your child's assignments, projects and tests. Schedules will be finalized the day before school begins in September. A floor plan of the school is in your Welcome Package and in the student handbook located on the main page of the website – have your child use this to locate his/her classrooms!

5. Don't allow your child to get lost in the shuffle

CPA is a large school, and this can be overwhelming for some students and parents. When a student makes positive connections with adults (teacher, guidance counsellor, coach, etc.) a sense of belonging is developed which helps to reduce the feeling of isolation.

6. Remember that teenagers all need proper supervision

Supervision includes on-line supervision and supervision of technology. Remember kids make mistakes. Let him/her make mistakes and learn from them. Your child should always know that you love them, but make sure they know your expectations. Know where your child is and who they are with all the time.

7. Talk to your Child

If your child seems anxious, nervous, or withdrawn, talk to them and see what's wrong.

9. Get to know your child's teachers and guidance counsellor

Stay in positive contact with the teachers and don't be afraid to ask for help. Remember that email is a great tool for quick information...but it's not such a great tool for dealing with more difficult issues. Understand that there will be challenges as a high school student for your child, keep it in perspective. If you have questions or concerns, please contact us.

11. Encourage organization

High school students are expected to assume greater responsibility for their learning. Organization is vital - encourage good study habits, have a specific time to complete homework and use a planner. On the first day of school, your child should be prepared with binders, loose-leaf paper, pencils or pens. Individual teachers will specify additional supplies required.

12. Get involved in school yourself

Students whose parents are involved regularly demonstrate success as high school students. Parents that are able to be at the school for conferences, attend functions, athletic boosters, serve on the school advisory council or some other group or are regularly connecting at home, are able to make connections in their child's school life. This allows for parents/guardians to be in a supporting role in both academics and extra-curricular activities.

BUS INFORMATION

BUS SCHEDULE

Any inquiries regarding bus routes and times please contact:

SOUTHLAND TRANSPORTATION

<https://www.southland.ca/>

Please check your child(ren)'s transportation eligibility for the 2026-27 school year

<https://hrcetransportation.mybusplanner.ca/>



Student Drop-Off and Pick-Up Procedures

All student drop-offs and pick-ups must take place in the **lower parking lot only**.

Drop-offs and pick-ups are not permitted in the bus loop or the upper parking lot at any time.

To ensure the safety of students, staff, and buses, all vehicles exiting the lower parking lot loop at the end of the school day **must turn right. There are no exceptions.**

We appreciate your cooperation in helping us maintain a safe and efficient traffic flow on school property.



CPA CLUBS & COMMITTEES

During the school year, CPA offers many extra-curricular clubs, activities and events to enrich the experiences of students and to build a strong school community. The CPA community are asked to advise, assist or volunteer when possible. The following is a list of current clubs and committees, however this list is subject to change based on student interest and teacher/community involvement and based on the most recent Public Health protocols.

- 30-Hour Famine
- All Girls Running Club
- Amnesty International
- Asian Heritage Week
- Badminton
- Baseball
- Basketball, Girls and Boys
- Better With Bees
- Book Club
- Breakfast Club
- CEMC Math Competitors
- Cheetahs for Charity
- Chess Club
- Choir
- Coffee Houses
- Competition – Euclid
- Computer Programming Club
- Cross Country
- Curling
- Dance Team
- Diversity Club
- Debate Club
- Drama Club
- Field Hockey
- Football
- French Club
- Games Club
- Gay-Straight Alliance
- Golf
- Hockey, Girls and Boys
- Interact Club
- Intramurals
- Jack.org
- JOHSC
- Karate Club
- Lacrosse
- Me to We
- Mindshift
- Model UN
- Multicultural Club
- Musical Pit Band
- NSSSA
- OPA Day
- Peer Tutors
- Photography Club
- Prom Committee
- Red Cross Blood Donor Clinic
- Relay for Life
- Remembrance Day Service Committee
- Robotics
- Rootbeer Fest
- Rugby Girls and Boys
- School Advisory Council
- School Musical
- Ski Club
- Snowboarding
- Soccer, Girls and Boys
- Slow Pitch, Girls and Boys

- Speaking Competition
- Student Council
- Table Tennis
- Track and Field
- Volleyball, Girls and Boys
- Yearbook
- Yoga Club
- Youth Health Centre
- Youth Action Team



***There will be a club fair on September 17th, 2026 at lunch for students to sign up!
Get involved, it's a great way to meet new people!***

Cheetah Citizenship

At Charles P. Allen High School, we expect all students, staff, and visitors to uphold high standards that promote respect, accountability, inclusivity, and pride in our school community.

Things to Know as a Cheetah:

- All students are expected to adhere to the Provincial Code of Conduct.
- When entering the main building, students must use the main entrance doors only.
- Arrive to class on time and prepared to learn.
- Only students attending a class in the Modular Building are permitted inside the building.
- Help keep our school free from vandalism and any images, language, or symbols that are offensive, racist, discriminatory, or derogatory.
- Smart glasses are not permitted at school.
- Communicate respectfully with your peers, teachers, and staff.
- A maximum of four students are permitted in a washroom at one time.
- Cell phones are not permitted in washrooms.
- Clean up your area in the cafeteria after eating.
- When attending any school event, students are expected to follow the same behavioural expectations that apply during the regular school day.
- Any incidents that occur during school hours off property, or after school hours that may impact the learning environment, may still be subject to consequences under the Provincial Code of Conduct.

If you need support, please speak with your teachers, counsellors, or administrators. We are here to help and support you as a team.

Expectations and Consequences:

Students who do not follow expected behaviours will be subject to consequences in accordance with the Provincial Code of Conduct.

CPA School-Wide Behaviour Expectations Matrix

Setting	Wellbeing: Be Safe	Respect: Be Kind & Inclusive	Accountability: Be Responsible	Academics: Be Prepared to Learn	Environment: Care for Your Space
Everywhere	Care for your well-being (rest, nutrition); move calmly and safely; make healthy choices.	Use inclusive, use kind language; honor differences; consider others' feelings, identities, and perspectives.	Advocate for your needs; manage time and emotions; follow school-wide routines.	Arrive on time; bring necessary items; set personal goals; minimize distractions.	Use bins and reusable containers; reduce waste; keep shared areas clean and welcoming.
Classrooms	Follow safety routines; take care when using tech and supplies.	Include all voices; be respectful in group work; avoid harmful language or exclusion.	Stay focused; meet deadlines; ask for help when needed.	Engage in tasks; use feedback; take ownership of learning.	Keep your desk and area organized; handle materials carefully.
Hallways & Entrances	Walk with awareness; be scent-aware; avoid crowding or running.	Greet others kindly; be courteous to all staff and students; respect personal space.	Transition efficiently; go directly to where you need to be; use locker time wisely.	Limit hallway wandering; manage time between classes.	Keep lockers neat; dispose of trash properly; limit noise during learning hours.
Gym / Fitness Areas	Warm up properly; hydrate; follow instructions for safe participation. Wear appropriate footwear. Participate to the best of your abilities.	Encourage teammates; practice fairness; include everyone in activities.	Dress appropriately for activity; give your best effort; follow teacher instructions.	Set personal fitness goals; stay on task; reflect on progress.	Return equipment clean; treat gym and change rooms respectfully.
Library / Labs / AV Room	Use equipment and tech safely and responsibly; protect login credentials.	Respect quiet zones; share space fairly; listen to presenters.	Follow all guidelines; use materials purposefully.	Use time effectively; stay focused on tasks.	Tidy your workspace; do not eat or drink in these areas.
Cafeteria / Eating Areas	Be allergy-aware; avoid sharing food; try to remain seated while eating.	Use manners; welcome others to sit with you; be patient in lines.	Eat during designated times and in designated spaces.	Once eating times have concluded, return to learning spaces promptly.	Clean up after yourself; recycle; keep eating spaces neat.
Outside on Property	Move safely; follow traffic and parking rules; avoid restricted areas.	Respect pedestrians, neighbors, and all members of the school community.	Follow outdoor routines; be visible and make respectful choices.	Limit noise during instructional time; stay within designated boundaries.	Take pride in your school; pick up litter; use pathways and signage.
Events & Off-Site Activities	Follow adult direction and safety expectations; stay with your group. Report any injuries.	Show empathy and respect to all participants; represent CPA positively.	Arrive on time; be prepared with materials or attire; follow venue rules.	Participate fully; honor commitments; reflect on the experience.	Clean up after yourself; thank organizers or hosts.
Learning & Support Rooms	Use tools and supports safely and respectfully.	Value the diverse needs of all learners; support others' progress with empathy.	Follow your support plan; attend sessions consistently.	Use support time effectively; ask questions early; work toward learning goals.	Keep materials and furniture organized; respect the shared nature of the space.
Assessment	Take assessments seriously; avoid plagiarism or cheating. Prepare by studying; completing practice work and remain engaged.	Give and receive feedback respectfully; support classmates with fairness.	Submit original work on time; reflect on your performance.	Use assessment as an opportunity to learn and grow. Complete all practice and/or skill building work to prepare.	Present your work neatly; follow formatting or submission instructions.

SEMESTER ONE
2026/2027 SCHOOL CALENDAR

September 1	Staff Organizational Day (No Classes)
September 2	Staff Professional Learning Day (No Classes)
September 3	First Day of Classes for Students
September 9	Curriculum Night 6:00-7:00pm
September 10	IB Gr. 11 and 12 Parent/Student Information Evening
September 11	Grade 10 Field Day
September 23	Outdoor Movie Night (rain date October 2)
September 25	Professional Development Day (No Classes)
September 30	Truth & Reconciliation Day (No Classes)
October 1	Treaty Day
October 8	Post Secondary Expo—AARAO Tour 2:30PM
October 8	Gr. 12 Parent Information Session and AARAO Tour 6:00-8:00pm
October 12	Thanksgiving (No Classes)
October 23	Provincial Conference Day (No Classes)
October 28	Canadian University Fair: 6:00-7:30pm
October 29	Halloween Evening Event (alternate date Nov 4)
November 11	Remembrance Day (No Classes)

November 16-19	Mid-Term Report Cards Sent Home
November 19	Trivia Night (rain date Nov 26)
November 18	CPA Band Concert
November 20	Dance (rain date November 27)
November 25	CPA Band Concert
December 1	Fine Arts Night doors open 6:30pm
December 3	Staff PD Day (morning) Parent/Teacher Meetings 1:00-3:00pm & 5:00-7:00pm (No Classes)
December 18	Last Day of Classes Before Holiday Break Holiday Break (December 21-January 1)
December 21	Staff PD Day (No Classes)
January 4	Classes Resume After Holiday Break
January 13	Study Night (Rain date Jan 14)
January 21	Gr. 9 Parent Course Selection Information Session 6:30-8:00pm
January 26-29	Exams
February 1	Assessment & Evaluation Day (No Classes)

SEMESTER TWO
2026/2027 SCHOOL CALENDAR

FEBRUARY IS LATE REGISTRATION MONTH

February 2	Semester 2 Begins
February 3-12	Semester 1 Report Cards Sent Home
February 3	Curriculum Night 6:00-7:00pm
February 15	Heritage Day (No Classes)
February 18	Student Council Event
February 18	IB Parent Information Night
February 18	Gr. 10/11 Course Selection Parent Information Session 6:00-7:30pm
March 5	IB Gr. 12 Parent Information Evening
March 8	CPA Band Concert
March 8-12	Spring Break
March 18	Dance (Rain date March 24)
March 26	Good Friday (No Classes)
March 29	Easter Monday (No Classes)
April 2	Staff Professional Learning Day (No Classes)
April 20-27	Report Card Week

April 20-27	Report Card Week
April 30	Staff PD Day (morning) Parent/Teacher Meetings 1:00-3:00pm & 5:00-7:00pm (No Classes)
May 14	Mi'kmaw Language Day
May 14	Black Excellence Day
May 24	Victoria Day (No Classes)
May 27	CPA Carnival
May 29-31	CPA Players Theatre performance
June 1	Fine Arts Night doors open 6:30pm
June 21	National Indigenous Peoples Day
June 22-25	Exams
June 28	Assessment & Evaluation Day (No Classes)
June 29	Graduation
June 29	Assessment & Evaluation Day (No Classes)
June 30	Last Day of School