

## **FROM THE VICE-PRINCIPALS: JULY 2010**

*Due to limited space in the Student Agenda, it is impossible to print every rule, regulation, and/or school policy. The following are for your benefit:*

- It is better to come to the office when a problem arises rather than risk further consequences (problem solving/conflict resolution).
- All students will accept the direction of all staff at all times. All adults in the building are considered staff including: Custodians, Cafeteria Staff, Cafeteria Supervisors, Commissionaires, Librarians, Secretaries, all Teaching Staff
- The following may result in lunch/after school detentions, all day in-school detentions, withdrawal of school privileges, or suspension:
  - When a student fails to report to the office immediately after being sent out of class
  - When a student fails to report to class immediately after he/she receives a late slip from the Attendance Office
  - When a student fails to give his/her name, provides a wrong name, and/or fails to follow any direction from staff (such as when a staff member asks for hats, cell phones, skateboards, which should be left at home); this is defiance
  - Jay walking and congregating on neighbour's/business' properties, alley ways behind businesses
  - Congregating in the sitting area between CtK and the Superstore
  - The use of electronic devices
- The Office is not responsible for personal possessions (includes confiscated items)
- Missed detentions = withdrawal of school privileges
- **Not signing out is considered truant; signing out and staying in the building is considered truant. You cannot leave class or school until parent approval is received by the attendance office.**
- **Phone calls or notes after a class is missed is still considered as truancy**
- Students must sign out through the Attendance Secretary
- **For all students - 1 warning only for behaviour issues; second incident may result in lunch/after school detentions, all day in-school detention, withdrawal of school privileges, or suspension**
- Grade 11s & 12s only in the designated smoking area just off school property. Chewing tobacco/snuff is prohibited.
- Any grade 9 or 10 student found in the smoking area at any time may result in lunch/after school detentions, all day in-school detention, withdrawal of school privileges, or suspension
- Uniform code is enforced. No uniform = no class: 1) if you forget your dress shoes = no class, (doctor note required for uniform permit). 2) civvies day code enforced
- No back packs or large purses in class, library or cafeteria servery
- If a teacher is not in your classroom, remain in class, then after 5 minutes send one student to notify the office
- Student parking on west side of building only – do not park behind cafeteria; students must obtain a parking pass to park on school property
- Food and drink of any kind are only allowed in the cafeteria
- You must be in the locker assigned to you and no other locker; students are financially responsible for any damage done to their assigned lockers (office not responsible for items left at the end of year). Lockers must be cleared out by the last day of exams
- Once the Vice-Principal has made contact with student/parents on any issue, the directions of the administration will be made clear and staff will also be notified
- Administration will announce any changes in rule/policies
- Electronic devices of any kind, including but not limited to cell phones, camera cell phones, headphones, discmans, MP3 players, I-Pods, I-Phones are not allowed in the school (will be confiscated)
- No unauthorized voice or video recording shall be allowed in any classroom or school grounds
- Students are not to be in hallways on 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> floors until 10 minutes before the end of a class.
- Students who leave at lunch time and change out of uniform are not permitted to enter the school until 10 minutes before the end of the lunch period
- Students are not permitted to loiter in any area of the school after school hours
- Parental support of school/board policies/procedures is necessary; students should not disregard any staff instructions related to these policies/procedures