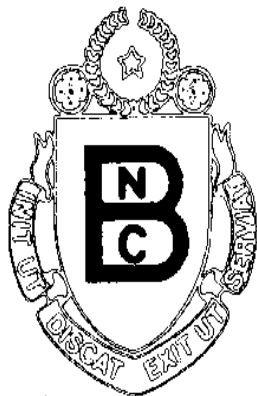




BARRIE NORTH COLLEGIATE

Student Handbook

2022-2023



BARRIE NORTH COLLEGIATE

110 Grove Street East, Barrie, ON L4M 2P3
Telephone (705)726-6541 Fax (705)725-8246
nor.scdsb.on.ca

Principal:
Vice-Principals:

Gregory Brucker
Heather Lagace
Sarah Vickers
Rob Poissant

*School policies in this handbook may be updated as needed throughout the school year.
Therefore, new and/or revised policies may be implemented after the publication of this handbook.*

Please review the information and Barrie North Collegiate policies in this handbook with your on/daughter/ward.

Daily Schedule

7:45 a.m.	Buses Arrive
7:55	Warning Bell and Music
8:00	Opening Exercises
8:01 – 9:15	Period 1
9:15 – 9:20	Morning Announcements
9:20 – 9:25	Travel Time
9:25 – 10:40	Period 2
10:40 – 11:45	LUNCH
11:45 – 1:00	Period 4
1:00 – 1:05	Travel Time
1:05 – 2:20	Period 5
2:30 p.m.	Buses Depart

ACADEMIC SUCCESS AND STUDENT LEARNING

THE ONTARIO SECONDARY SCHOOL DIPLOMA – Graduation Requirements

To earn the Ontario Secondary School Diploma a student must:

- Earn 30 credits (18 compulsory and 12 optional credits)
- Successfully complete the provincial secondary school literacy test. (OSSLT)
- Earn 40 hours of community involvement activities

Eligible Activities for Community Service Hours

The following activities are considered eligible:

- Assistance to seniors
- Environmental projects
- Sports and recreation activities
- Working with charitable and service organizations
- Working in health facilities
- Community or specific school-related activities

Tracking forms for community service can be found in the Guidance Office. It is the responsibility of the student to complete the tracking form and submit it to the Guidance Office for inclusion in their school records. Additional details of eligible and ineligible activities for community service hours can be found in the Guidance Office.

Curriculum

- The Ontario Curriculum sets out expectations for student learning in each subject area and at every grade level (K to 12)
- provides expectations for implications that are inclusive and reflect the diversity of all learners
- gives our students the most up-to-date knowledge and skills to be successful in the competitive global economy and to be responsible citizens in their communities

For more information, please visit the Ministry of Education website at www.edu.gov.on.ca.

Assessment, evaluation and reporting

The main purpose of assessment, evaluation and reporting is to improve student learning. Teachers use their professional judgment to assess how students meet curriculum expectations and provide feedback to improve in a timely manner. "Teachers will consider all evidence collected through observations, conversations, and student products (tests/exams, assignments for evaluation). In addition, teachers will consider that some evidence carries greater weight than other evidence and will weigh all evidence of student achievement in light of these considerations and will use their professional judgement to determine the student's report card grade. This will involve teacher's professional judgement and interpretation of evidence and should reflect the student's most consistent level of achievement with special consideration given to more recent evidence." *Growing Success, 2010*.

Timeline for reporting periods

Progress reports are sent home in October and March prior to student/teacher/parent conferences. Secondary mid-term reports are sent home in November and May. Secondary final reports are sent home in February and July.

Types of homework include:

- Practice: any work that reinforces skills and provides an opportunity for application of concepts taught in class;
- Preparation: any work that prepares students for upcoming lessons;
- Extension: any work that explores and refines learning in new contexts or integrates and expands classroom learning;
- Consolidation: any work that serves to consolidate knowledge and skills.

Student success

Student success teams work together to ensure smooth transitions for students between grades, from elementary to secondary school and after graduation. Through the myBlueprint education planner, students and parents can plan and revise Individual Pathway Plans.

At BNC the Specialist High Skills Majors (SHSM) programs in Arts & Culture (Broadcasting and Cosmetology/Aesthetics), Business, Construction, and Transportation prepare students for sector-specific career destinations.

Provincial assessments

Provincial assessments are developed and scored by the Education Quality and Accountability Office (EQAO). Each student who completes a provincial assessment receives an Individual Student Report (ISR) which outlines the student's overall achievement. School and board achievement data is used to support student learning.

School results are available at www.eqao.com.

2022/2023 provincial assessment dates

Grade 9 math EQAO assessments take place between January 11 – 22 in semester one and between June 3 - 16 in semester two.

The Grade 10 Ontario Secondary School Literacy Test (OSSLT) takes place in the fall and in the spring. The OSSLT assesses reading and writing skills. Successful completion of the OSSLT is a graduation requirement.

Special education

Students learn in many ways. At times, students may need different supports and programs, beyond the accommodations that are provided in the classroom, to reach their full potential. These may include any or all of the following additional support provided by the Special Education Resource Teacher (SERT):

- an Individual Education Plan (IEP)
- assistive technology (SEA)
- a special education class placement

Information about the SCDSB's special education programs and services, as well as the Special Education Advisory Committee (SEAC), is available on the board's website, www.scdsb.on.ca, or by calling 705-734-6363, ext. 11729. The SCDSB's Special Education Plan (also available online) has information about the Identification, Placement and Review Committee (IPRC) process, IEPs, programs, and services for exceptional students as well as contact numbers for SEAC members.

ATTENDANCE AND PUNCTUALITY

Regular attendance is a crucial factor in achieving academic success in school. Parents can assist us by:

- Ensuring that students are absent for medical or emergency reasons only.
- Phoning attendance prior to 2:00 pm on the day of an absence.
- Sending a note to the main office (notes must include the first and last name of the student, date(s) of the absence, the reason for absence, and parent / guardian signature (student signature if student is 18+ years of age).

An automated phone call will be made to the home of each student that was absent for unexplained reasons. Teachers will call home for students with 3 or more unexplained absences. Continued unexplained absenteeism will then be dealt with by the Vice-principal and will result in consequences that may include: detentions, parent meetings, case conferences, and/or suspension.

Following Vice-principal intervention, continued absenteeism may result in withdrawal of the student from the school for those students over 18, and referral to the attendance counsellor and / or Supervised Alternative Learning (S.A.L.) program for those students under the age of 18.

Signing Out - Leaving the School during the Day

If a student finds it necessary to leave the school at times other than lunch hour, they must bring a note or other evidence (medical / dental appt. card) to the office prior to 7:45 am. If the student returns to school, the same day, they are to check in at the main office. Parents arriving to pick up students should report to the main office.

Signing In - Arriving at School after Homeroom

If a student arrives late; after 8:00 am, they are expected to immediately report to their scheduled class. If they arrive later than 8:15 they are to report to the main office to receive a "late slip". If there was a reason for the late arrival, the student is expected to provide their teacher with a note. Unexplained lates will be dealt with by the classroom teacher. Habitual lateness is unacceptable and may result in disciplinary action.

Absence from school

Extended Absences: We strongly recommend that vacations be scheduled during school holidays. Extended absence has serious effects on a student's progress, and a decline in achievement often occurs when students miss important learning. All extended absences of 5 or more days should be reported to the attendance secretary and an extended absence form is to be completed.

EVALUATION POLICY

Following Simcoe County District School Board policy and the Ontario Curriculum, each subject will have a summative assessment worth 30%. 70% of the students' grade will be based on term work. Course outlines for each course will be shared with students at the beginning of each course. Some factors that are considered in determining if a student has successfully completed a course are attendance in classes, completion of major assignments and results on the 30% summative assessments.

Late Assignment Policy

Students have the responsibility to demonstrate their learning and to monitor their personal progress.

Students are responsible to meet deadlines set for assignments and must inform teachers **prior** to a due date if an assignment will not be completed on time.

Teachers will utilize many engagement opportunities to assist students for work completion. Numerous strategies are outlined on page 43 of Growing Success, 2010.

Teachers may deduct marks for assignments being late.

Academic integrity/Plagiarism

Students are expected to submit their own work and document all sources.

Plagiarising is using the ideas, words, or information of someone else without acknowledgment. It includes the following:

- Copying and pasting text from an on-line source, including encyclopaedia and web sites.
- Acquiring work from commercial sources, for example, purchasing an essay from an Internet source.
- Transcribing text from any printed material such as books, magazines, encyclopaedia, or newspapers.
- Simply modifying text from any of the above sources.
- Replacing a few words from a source.
- Using another student's work and claiming it as your own — even with permission.
- Using an essay that you wrote for another class or another purpose without getting permission from the teacher of both the current class and the class for which the original work was used.

Parents and the appropriate Vice Principal will be notified, and a case conference may be required depending on the severity of the incident. Consequences for plagiarism range from academic penalty to suspension, as determined by both classroom teachers and administration.

Academic issues and rights of appeal

Any student who feels that a decision made by a teacher or other person in a position of authority was unfair, may proceed as follows:

1. The student should discuss the situation directly with the staff member involved.
2. If this fails to resolve the matter, the student may speak with their Vice Principal.
3. Provided that pupils have followed steps 1 & 2, they may appeal a decision to the Principal.

Examination / Final Evaluation Procedures

Students in all courses will be required to participate in a final evaluation. Assessment and evaluation policies will be consistent with the Growing Success document (2010). Please ensure that family vacations, club / team commitments and summer employment are scheduled after evaluations are completed.

Final Evaluations—Snow Day

If a snow day occurs during the evaluations and the buses are cancelled, the evaluation for this day will be rescheduled for the following day. All other evaluations will be moved one day as well.

1. It is the student's responsibility to read the evaluation timetable carefully and to be at the correct evaluation room at least 5 minutes before the scheduled time.

2. Late for Evaluations – a student who is late for an evaluation must report to the Main Office.
3. Missed Evaluations – if a student misses an evaluation due to:
 - a) Illness – medical certificate may be required based upon each individual case. A signed declaration may be required. To assure accountability, all copies will be retained in the office. The missed evaluation may be re-scheduled if required. This will be arranged in consultation with all stakeholders.
 - b) Bereavement – immediate family;

Missed evaluations that do not meet the criteria above will result in a mark of zero.

CODE OF CONDUCT

The SCDSB recognizes that all members of the school community have the right to be safe and to feel safe in their school community. With this right comes the responsibility to contribute to a positive school climate. The SCDSB Code of Conduct supports and enhances the Ontario Code of Conduct by setting clear standards of behaviour. These standards apply on school property, on school buses and at all school-related activities. The Code of Conduct is imbedded in the SCDSB content later in this handbook.

Infractions for which a suspension may be imposed by the principal include:

- Uttering a threat to inflict serious bodily harm on another person;
- Possessing alcohol, illegal or restricted drugs;
- Being under the influence of alcohol, illegal or restricted drugs;
- Swearing at a teacher or at another person in a position of authority;
- Committing an act of vandalism that causes extensive damage to school property at the pupil's school or to property located on the premises of the pupil's school;
- Bullying or cyberbullying;
- Any act considered by the Principal to be injurious to the moral tone of the school or the physical or mental well-being of members of the school community;
- Any act considered by the Principal to be contrary to the Board or school Code of Conduct.

A student may be suspended only once for an infraction and may be suspended for a minimum of one (1) school day and a maximum of twenty (20) school days.

Infractions for which an expulsion may be recommended to the Board and a Violent Incident Form will be completed and placed in the OSR #1-7:

1. Possessing a weapon, including possessing a firearm or knife
 2. Physical assault causing bodily harm requiring medical attention
 3. Sexual assault
 4. Robbery
 5. Using a weapon to cause or to threaten bodily harm to another person
 6. Extortion
 7. Hate and/or bias-motivated occurrences
- An act considered by the principal to be significantly injurious to the moral tone of the school and/or to the physical or mental well-being of others;
 - A pattern of behaviour that is so inappropriate that the pupil's continued presence is injurious to the effective learning and/or working environment of others;
 - Activities engaged in by the pupil on or off school property that cause the pupil's continuing presence in the school to create an unacceptable risk to the physical or mental well-being of other person(s) in the school or Board;
 - Activities engaged in by the pupil on or off school property that have caused extensive damage to the property of the Board or to goods that are/were on Board property;
 - The pupil has demonstrated through a pattern of behaviour that he/she has not prospered by the instruction available to him or her and that he/she is persistently resistant to making changes in behaviour which would enable him or her to prosper;
 - Any act considered by the principal to be a serious violation of the Board or school Code of Conduct;
 - Where a pupil has no history of discipline or behaviour intervention, or no relevant history, a single act,

incident or infraction considered by the principal to be a serious violation of the expectations of pupil behaviour and/or a serious breach of the Board or school Code of Conduct. For more information on student discipline, visit www.scdsb.on.ca and select 'Programs' then 'Safe and Healthy Schools'.

References (available at www.scdsb.on.ca or from your school): Policy 4240: Safe, Inclusive and Accepting Schools; Policy 4250: Progressive Discipline and Promoting Positive Student Behaviour; Policy 4255: Bullying Prevention & Intervention; Administrative Procedures Memorandum A7630: Code of Conduct; Administrative Procedures Memorandum A7635: Student Discipline Procedures.

Student Rights and Responsibilities

Rights	Responsibilities
To learn.	<ul style="list-style-type: none"> - Attend regularly - Be on time and prepared to achieve - Listen to instruction - Work quietly when expected to do so - Complete assignments by the deadline. - Take care of their texts, resources, and library books
To hear and be heard.	Good listeners are respectful and attentive to the speaker.
To engage in dialogue and to examine diverse views and ideas.	Consider and respect the perspectives and ideas of others, even when the student does not agree with their perspective or ideas.
To be respected in this school	Respect others in all aspects including language, dress and behavior, culture, race, ethnicity, gender, sexual orientation.
To be safe and feel nurtured, engaged and welcomed in this school.	Not to verbally threaten, harass, bully or physically harm anyone in this school.
To have privacy and personal space.	Respect the personal property of others and accept their right to privacy.
To access tools for supporting them in resolving conflict in a constructive and respectful way	Exercise self-control and self-discipline, to take responsibility for their own actions and to practice honesty and integrity

HEALTH AND WELLNESS

Prevention of illnesses at school

Sicknesses can spread quickly at school. If your child is sick, please keep them home. To help stop the spread of illnesses, staff and students are advised to cough or sneeze into their arm or a tissue and wash their hands before eating and after using the washroom and coughing or sneezing. Notify the school when your child is absent due to a communicable disease. Some of these illnesses must be reported to the Simcoe Muskoka District Health Unit. Fact sheets and brochures are available at www.simcoemuskokahealth.org.

Hand Hygiene

The single most important thing anyone can do to control infections is to keep their hands clean. Students and staff should:

- wash hands with soap and water for at least 15 seconds
- rub all parts of the hands and wrists with soap and water including in between fingers and under the fingernails
- use alcohol-based hand rubs when access to running water is limited

Head lice management

The SCDSB has a common procedure for all schools to follow in the management of head lice—see A7210, Head Lice (Pediculosis) Management on www.scdsb.on.ca under 'Board' and 'Procedures'.

Parents of a student with head lice are required to complete a form to indicate that his/her child has been treated and is free of lice before the child is allowed to return to the classroom. The school will provide this form.

Checking your child's head on a regular basis (weekly is best) or more often during an outbreak will prevent the spread of head lice.

Please notify the school when you identify that your child has head lice. Schools will provide parents with an information sheet to help with the management of head lice. For more information about identification, treatment, and prevention, contact your family doctor, local pharmacist or Your Health Connection (Simcoe Muskoka District Health Unit) at 705-721-7520 or 1-877-721-7520 or www.simcoemuskokahealth.org.

Laser pointers not permitted

Laser pointers are useful tools for educators and for students when supervised in the classroom, but they can be hazardous when used incorrectly. Students are not permitted to bring laser pointers on school property.

PARENT INVOLVEMENT

Parents play a key role in their children's education. You were your child's first teacher. Your attitude toward learning can influence and shape how your child views education, as well as their own ability to learn. There are many valuable ways for you to participate in your child's education.

Parent Involvement Committee

The SCDSB's Parent Involvement Committee (PIC) works collaboratively with stakeholders in our school system to develop strategies to enhance parent engagement and outreach, particularly through workshops, conferences, and inter-school communication.

The mandate of the PIC is to:

- support, encourage and enhance parent engagement at the board level to improve student achievement and well-being
- provide information and advice on parent engagement to the board
- communicate with and support school councils
- undertake activities to help parents support their children's learning at home and at school
- identify and reduce barriers to parents who find involvement challenging

Information about the PIC is available at www.scdsb.on.ca under 'Parents' and 'Parent Involvement Committee'.

School council

School council serves as an advisory group and provides input on a variety of school-based topics and issues. New school council members are recruited and elected on an annual basis. All school council meetings are open to the public, so parents can attend even if they are not formal members of school council.

Volunteers

Volunteers are asked to complete an information form, provide an original copy of a Criminal Record Check which includes Vulnerable Sector Screening. Volunteers work under the direction of the principal and staff. Should you wish to volunteer at the school, please contact the school office.

Workshops

The SCDSB and schools host parent workshops throughout the year. Take advantage of opportunities to attend sessions at your local school. Workshops that are open to all parents are listed on the board's website at www.scdsb.on.ca under 'Parents' and 'Workshops'.

Connect through social media and subscribe to receive updates, tips, and good news from SCDSB schools. Follow @SCDSB_Schools on Twitter or find us on Facebook at www.facebook.com/SCDSB. Subscribe to receive news releases from the school board at www.scdsb.on.ca and visit our blog at www.sharingsimcoe.com.

Other ways to support learning

There are many ways parents can support and encourage their children's learning, including:

- leading by example - be a lifelong learner yourself
- looking for ways to "bring the lesson home" by tying in school lessons with everyday experiences
- instilling confidence in your child that he/she is capable of learning
- encouraging your child to seek help when she/he doesn't understand something
- sharing suggestions and input with your school council, school principal and child's teachers
- talking to your school principal or vice-principal to find out about more involvement opportunities

TECHNOLOGY

STUDENT INFORMATION COMPUTING TECHNOLOGY (ICT) APPROPRIATE USE AGREEMENT

The Simcoe County District School Board (SCDSB) provides students with a digital media learning environment comprised of information and computing technologies (ICT) which may include software, Internet access, hardware (computers, tablets, Chromebooks, printers, scanners, digital cameras, etc.). This procedure sets out standards for appropriate student use of ICT, including board and personally owned equipment for educational purposes while at school or on school-sponsored activities. Parents'/guardians'/students' acknowledgement and agreement of the Student ICT Appropriate Use Agreement is required annually. Digital media learning environments use ICT to help students communicate and work collaboratively and contribute to the learning of others while gaining skills required to be productive and safe digital citizens. Students use a variety of applications which may include blogs, wikis, learning management systems (such as Google Classroom, Google Drive, Moodle, Desire 2 Learn (D2L), Edmodo) and social networking sites (such as Facebook, Twitter, YouTube, etc.). When these applications are used as instructional tools, they allow students to:

- interact and publish with peers, experts and others;
- communicate information and ideas effectively to multiple audiences;
- develop cultural understanding and global awareness by engaging with learners of other cultures; and,
- contribute to project teams to produce original works or solve problems.

The following safeguards are used to reduce the risk of accessing or viewing inappropriate content online and for student safety.

1. Digital Citizenship - Students receive appropriate instruction on digital citizenship and safe computing practices based on nine elements of using technology appropriately developed by the International Society for Technology in Education (ISTE). Teachers will review the Student ICT Appropriate Use Agreement with students at the start of each school year/semester and a copy shall be posted in the classroom for reference.

2. Internet Filtering and Blocking - The SCDSB uses appropriate Internet filtering to reduce the risk of students accessing inappropriate content online. However, no software is capable of blocking all inappropriate material. Filtering is used on board-owned computers and personally owned devices connected to the board network.

3. Classroom Supervision – School staff monitor by observation and through online programs to support focused, purposeful use of ICT when a student is online during the school day.

4. Code of Conduct/Discipline Procedures - The school Code of Conduct (see student agenda) sets out rules for student behaviour including online activity. Inappropriate use is subject to discipline in accordance with the school discipline policy and procedure. Students who are experiencing and/or witness any form of harassing, defaming and/or bullying shall report to a school official.

Appropriate Use

- ICT is available for student use to support appropriate instructional practices aligned with curriculum expectations.
- Use of ICT shall be in accordance with the laws of Canada and Ontario (e.g. Copyright Act, Criminal Code of Canada, and the Education Act), Board Policies and Procedures (e.g. Student Discipline Procedures) and the School and Board Code of Conduct.
- ICT use shall be in accordance with safe computing practices.
- Students will treat board ICT with respect and care, including reporting known technical, safety or security problems.
- Students are responsible for the use of their individual account and shall take all reasonable precautions to prevent others from being able to access and use their account. The onus is on the student to use ICT appropriately.
- When using social networking sites outside of the classroom (i.e. in their homes), students are reminded that appropriate behaviour and anti-bullying guidelines apply in the online world. Protect your privacy, safety and reputation and the privacy, safety, and reputation of others.
- Students will exercise care when setting and managing passwords to protect themselves and their personal information. This includes creating complex passwords that cannot be easily guessed. Password complexity should include a unique combination of words, numbers, symbols and/or both upper and lower case characters. All passwords will be a minimum of eight characters and should be changed on a regular basis.

Inappropriate Use/Activities

Students **shall not**:

- attempt to gain unauthorized access (e.g. hacking) into any computer system;
- share passwords, except as may be required by staff for maintenance and support purposes;
- login to anyone else's account, or access the personal data of others;
- deliberately attempt to disrupt the computer system performance or to destroy data by spreading computer viruses or by using other means;
- share information that, if acted upon, could cause damage or danger of disruption to the system or bring about harm to others;
- engage in cyberbullying;
- share private information about another person;
- access, store or distribute material that is profane or obscene (including pornography), that advocate illegal or dangerous acts, or that advocate violence or discrimination towards other people (hate literature); and,
- use ICT to record or photograph other students or staff unless authorized by school teaching or administrative staff prior to any recordings being made. Such equipment includes board and personally owned devices, such as cell phones, smart phones, iPods, iPads, computers, personal digital assistants (PDAs), cameras, MP3 players, tape recorders, video-recorders, digital audio recorders and any other technological equipment that allows for recordings to be made of visual images and/or sounds. This is to respect the privacy and ensure the safety of all students and staff.

Students should not expect that online work is private. Staff may access student digital media work spaces for assessment and support purposes, to maintain system integrity and to ensure that students are using the system responsibly and safely. A search may be conducted if there is reasonable cause to suspect that a student has violated the law, the Code of Conduct, or this agreement.

The decision to allow a student to bring a personally owned device to school rests with the parent and the student. The board and the student's school will not be responsible for devices that are lost, stolen or damaged in any manner. Students are responsible for connecting their own devices to the guest wireless network. Help documents are available, but board staff will not be responsible for connecting student devices.

Personal devices are only to be connected to the guest wireless network and not be plugged into any SCDSB networks using an Ethernet cable. Devices should be easily identifiable, clearly labeled and where possible, registered with the manufacturer. Any violation of this agreement may result in confiscation of personally owned equipment and appropriate discipline. Confiscated equipment may be returned to the parent/guardian

or, in the event of suspected illegal or inappropriate activity, may be forwarded to the appropriate law enforcement agency. Parents/guardians must recognize that a wide range of materials are available from the Internet, some of which may not be fitting with the particular values of their families.

Social media

Social media extends learning to spaces beyond the classroom, supports real-world problem solving and provides an authentic audience for learning. Collaboration in the online world can be a very powerful learning tool and help students connect with peers around the world. It is important that staff and students use proper digital citizenship at all times online and recognize that the Internet is a public forum—what goes online, stays online and may never be fully erased. Students are encouraged to protect their privacy, safety and reputation and consider ways to enhance their digital legacy through proactive use of these tools.

Schools regularly teach cyber safety, and social media and Internet safety workshops are often held for parents. Your child's classroom teacher will provide you with information on how social media is being used in the classroom. If you have concerns, express these to the teacher and principal. Should you decide you do not wish for your child to participate in social media based lessons, a suitable educational alternative will be found.

If using social networking sites outside of the classroom (i.e. in their homes), students are reminded that appropriate behaviour and anti-bullying guidelines apply in the online world. Protect your own privacy, safety and reputation.

SAFETY

Our commitment

It's important for you to know that we'll always take whatever precautions are necessary to keep our schools and students safe. Your children are our children—we are committed to their safety, well-being, and success. If you have any questions about safety procedures, as always, please contact the school office. Details about safety measures and expectations are in the SCDSB Content in the second half of this handbook.

STUDENT LIFE

Honour Awards & Scholarships

There are numerous Subject and discipline awards available to students that strive to achieve their best. You may be a recipient of an award presented at the Night of Excellence Assembly and/or Commencement. Students should consult their teachers and the Guidance department to determine what awards are available in each subject area.

Yearly Honour Roll

Students are eligible for the yearly honour roll in each of their four years. An average of 80% or higher while taking a full program must be achieved.

Permanent Honour Roll

Students who have received an 80% average or higher on the Yearly Honour Roll each of their four years will be recognized on the Permanent Honour Roll.

Students' Council Awards:

Recognizing student's contribution to school activities in fields of academics, athletics, and social development.

Commencement Special Awards

Outstanding Student Award

This award is given to the student who has contributed the most to B.N.C. The recipients must be in their final year of secondary school with outstanding academics, leadership, and overall contribution to B.N.C.'s school life over their whole high school career.

Valedictorian Nomination

The Valedictorian speaks for the graduating class at Commencement. The individual should be someone who best represents the class and is prepared to give the Valedictorian address. The individual also needs to be someone who can speak effectively to a large audience.

Governor General's Academic Medal

A bronze medal is presented to the student who achieves the highest average upon graduation from each secondary school. The average includes all grade 11 and 12 courses as listed on the student's official transcript based on final results after examinations.

Principal's Leadership Award

A plaque is presented to the student who demonstrates outstanding leadership ability.

Ontario Scholar

Any student who has received an average of 80% or greater in six Grade 12 credits will receive an Ontario Scholar Certificate from the Ontario Ministry of Education.

Club/Team Activities

Students are encouraged to participate in our co-curricular program. A **Student Participation Card** is required to participate in all co-instructional programs. This card will be available for purchase during September. An additional participation fee may be required by students involved in an activity to offset costs.

Teams at B.N.C. may include: Badminton, Baseball, Basketball, Curling, Flag Football, Football, Golf, Hockey, Rowing, Rugby, Skiing, Snowboarding, Soccer, Tennis, Track & Field, Ultimate Frisbee, Volleyball, Wrestling and X-Country Running.

Clubs at B.N.C. may include: Anime, Arts Council, Concert/Symphonic Band, Concert Choir, Cycling, Dance, Drama, Film, Improv, Jazz Band, Junior Band, Science Club, Skills Canada, Students' Council, Technical Crew and Yearbook, Free the Children.

Nutrition and Physical Activity

Eating well and staying active are a winning combination. Making physical activity a regular part of the day provides many health benefits. The Canadian Society for Exercise Physiology (www.csep.ca) recommends:

- 60 minutes of moderate to vigorous intensity physical activity daily.
- No more than two hours per day of screen time (watching television, playing video games or playing on the computer).
- Limiting sedentary (motorized) transportation, and time spent indoors throughout the day and time spent sitting.
- Healthy eating plays an important role.
- Follow Canada's Food Guide to help you plan healthy meals & snacks www.healthcanada.gc.ca/foodguide.
- Eat a variety of foods from each of the four food groups and respect children's appetites.
- Start your day with a balanced breakfast. Try to include at least three of the four food groups.

Website Resources: Healthy lunch and snacks - www.eatrightontario.ca/en/SchoolHealth.aspx.

For more information contact the Simcoe Muskoka District Health Unit www.simcoemuskokahealth.org.

Parking

Students are permitted to park in any of the school parking lots. Students are not to sit in their vehicles on the school property. Parking is NOT allowed in the fire routes. There are bicycle racks outside the front of the school.

The school cannot assume responsibility for the security of bicycles or vehicles brought to the school.

Physical Education Uniform

The uniform is a North t-shirt and green North shorts. Running shoes are to be worn in the gym area. Running shoes must also be worn for all intramural sports. Uniforms can be purchased through the Phys. Ed. Office. Students are reminded not to leave any valuables, cash, or electronic equipment (cell phones/iPods/tablets) in the change rooms. **The school will not be responsible for lost or stolen items.**

Student Participation Card

Students' Council organizes school social events to increase school spirit. With a student participation card students are entitled to discounts at many school events, city bus fees, local stores, and restaurants. Student cards are required to enable students to be a member of a school team or club.

Textbooks

Textbooks are provided for students in all grades. Books and supplies issued to them are on loan. Please look after them, enter the student's name in the place provided and return them in good condition. Students will be expected to pay for lost or damaged books. Students who fail to make financial compensation for lost or damaged texts will lose their privileges of taking textbooks outside the classroom during the next year.

SUPPORT PROGRAMS

Attendance Counselor

A small percentage of students have difficulties attending classes on a regular basis. The Attendance Counselor will work with the student and along with parents to assist in getting things back "on track".

Extra Help

Any B.N.C. teachers will gladly give students assistance in any subject with some notice. In addition, our Special Education depart operates a resource room for students with an IEP in 104 and our Student Success department offers support in room 156 for all students.

First Nation, Métis and Inuit Ancestry

Disclosing ancestry is completely voluntary and confidential, no proof is required. Information collected is for program planning. See your Guidance counselor to disclose.

Guidance

The B.N.C. Guidance Office is a comfortable and welcoming environment for all students and families; a place where you can obtain both information and support. Counsellors serve the B.N.C. community in various ways:

- Support students in academic planning and course selection.
- Help students to seek out special pathways programs in secondary school that support their learning styles, interest and needs.
- Help individual students to envision a plan for post-secondary and target some short and long term goals.
- Provide information around all post-secondary pathways; workplace, college, apprenticeship, university, and career pathways.
- Support students in establishing effective study habits and exam preparation.
- Coach students in the scholarship application process.
- Support students with such life skills as decision-making, problem-solving, conflict-resolution, stress & time management, and relationship awareness.
- Provide personal support and referrals to community resources.
- Provide crisis support and referrals to community resources.

Timetables and course changes: Students must make informed, researched decisions when selecting courses for their timetable.

Students must make a Guidance appointment to officially change a course; they must have the necessary form completed and are not to attend the class until approval has been received from the Vice-principal. Attendance, effort, and attitude are very important for success in academic studies. Students

are encouraged to work with Barrie North Guidance Services to ensure their choices are right for them and to support their career destination.

Grade	Year	Course Load	Changes
9	1	Must take 8 courses	Changes must be done by the end of the second week in both semesters.
10	2	Must take 8 courses	
11	3	Must take 8 courses	
12	4	If a student has achieved 24 credits, they may have 6 courses on their timetable. Students who want to part-time status can do so with V.P, permission.	

Library

The Library is an essential component of the B.N.C. learning experience! Students are encouraged to use the Library for their research assignments, completion of homework tasks, and for exploring and expanding their personal reading horizons. We have a large collection of both fiction and non-fiction print resources and a bank of computers available for both student and class use. The student copier and computer printer are located in the Library. The teacher Librarians are available to assist students.

Where Do I Go When I Need Food or Shelter?

Food Banks:

Barrie Food Bank	(705) 725-1818
St. John Vianney Parish-Barrie	(705) 722-0753
Society of St. Vincent De Paul	(705) 722-5396
St. Mary's Conference	(705) 722-0753

Emergency Shelters:

Youth Haven - Barrie	(705) 739-7616
Elizabeth Fry (Women)	(705) 725-0613
Lighthouse Christian Min. (Men)	(705) 329-2265
Salvation Army Barrie	(705) 728-3737
Barrie Out of the Cold (Nov.-Apr.)	(705) 331-1396
David Busby Street Centre	(705) 739-6916
Women & Children Shelter	(705) 728-6300

Where Can I Find a Place to Live?

Landlord & Tenant Info. Line	1-888-332-3234
South Simcoe Housing Authority	(705) 725-7215
Bayshore Property Management	(705) 722-3700
S.C. Alliance to End Homelessness	(705) 726-2301
Barrie Housing Support Service	(705) 739-0485

Community Support Services and Advocacy

AIDS Committee of Simcoe	(705) 722-6778
Barrie Parents Club	(705) 728-3967
Big Brothers & Big Sisters Assoc.	(705) 728-0515
Canadian Mental Health Assoc.	1-800-461-4319
Catholic Family Life Centre	(705) 726-2503
Childfind	1-800-387-7962
Children's Aid—Barrie	(705) 726-6587
David Busby Street Centre	(705) 739-6916
Emergency Assistance	(705) 722-3132
Elizabeth Fry Centre	(705) 725-0613
Gay & Lesbian Alliance/Simcoe	1-800-285-0033
Kinark Child & Family Services	(705) 726-8861
Leisure Transit Works	(705) 739-4223
Ontario Disability Support Program	(705) 737-1311
Ontario Problem Gambling	1-888-230-3505
Ontario Works—Social Assist.	(705) 722-3132
Native Friendship Centre	(705) 721-7689
Newpath Counseling Services	(705) 726-2833
Rainbows Canada	(705) 726-7407
Simcoe Outreach Services	(705) 726-7062
Subsidized Housing	(705) 727-1101
Women's Wellness Centre	(705) 721-5875
YMCA Youth Support	(705) 726-6421
YouthLine (Lesbian, Gay, Bi, Trans.)	1-800-268-9688

Who Can Help Me With My Financial Problems?

Barrie Social Services	(705) 728-1010
Credit Counseling	(705) 726-2705
Min. Community & Soc. Services	(705) 737-1311
Salvation Army Family Services	(705) 728-3737
St. Vincent de Paul Society	(705) 722-5396

Community Connections Information Package

Barrie North Collegiate Institute
(705) 726-6541

Where Can I Find Employment Information?

Job Opportunities:

Website for job information jobbank.gc.ca

Job Banks:

CONTACT (705) 435-4900

Summer Employment Opportunities:

Focus Youth Employment Services (705) 726-4240

Career Planning & Job Training Info:

Employment Resource Centres

Barrie (Bayfield Mall)	(705) 725-8990
Barrie (Collier Street)	(705) 719-4677
Apprenticeship	1-800-387-5656

Government Youth Employment Programs:

Youth Resource Network of Can.	1-800-935-5555
Employment Ontario Hotline	1-800-387-5656

How Can I Complete My Education?

Adult Education

Barrie Learning Centre (705) 725-8360

Independent Learning Centre (ILC)

Correspondence Courses 1-800-387-5512
Learning, Earning and Parenting (905) 729-4514

Literacy Council of Simcoe

(705) 435-5624

Learning Disability Assoc.

(705) 726-5553

Community Service Hours information available in the
Guidance Office

In the Event of an EMERGENCY...

Ambulance/ Fire / O.P.P

Barrie Police	(705) 725-7025
O.P.P.	1-888-310-1122
Royal Victoria Hospital	(705) 728-9802
Ambulance	(705) 726-8103
Poison Information Centre	1-800-268-9017

CRISIS SERVICES:

Kids Help Line	1-800-668-6868
Kinark Crisis Service	(705) 728-5044
Mental Health Crisis Line	1-888-893-8333
Rape Crisis Line	(705) 737-0464
R.V.H. Crisis Services	(705) 721-1433
Simcoe County Sexual Assault	(705) 737-2008
Shelter Support Services	(705) 721-9977
Telecare Help Line	(705) 726-7922
Victim Support Line	1-888-579-2888

Danger to Self: call - 911

Who Do I Ask For Health Advice?

TELEHEALTH ONTARIO

1-866-797-0000

AIDS & Sexual Health Info. Line	1-800-668-2437
Barrie Community Health	(705) 734-9690
Canadian Mental Health	(705) 726-5033
Eating Disorder Information Centre	1-866-633-4220
Huron Hearing Impaired	(705) 728-3577
Simcoe Muskoka District Health Unit	(705) 721-7520

Addiction Services:

Alcoholics Anonymous	(705) 725-8682
AI-Anon Family	(705) 730-3307
Community Care—Substance Abuse	(705) 728-4226
Drug and Alcohol Info Hotline	1-800-565-8603
Overeaters Anonymous	1-866-221-5061
Recovery Resource	(705) 725-9808
Royal Victoria Hospital Drug Unit	(705) 728-4226

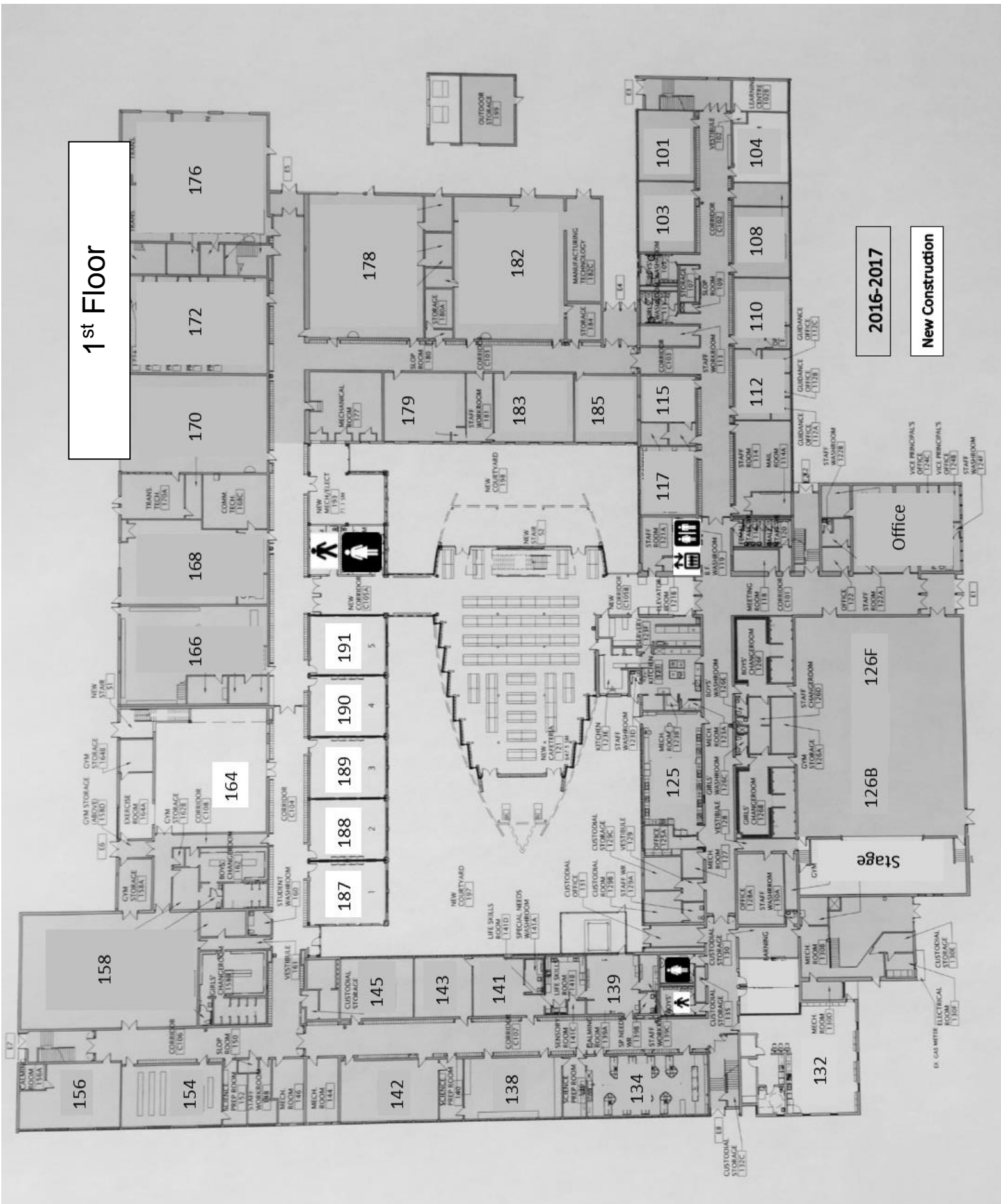
Pregnancy

Facts of Life Line	1-800-739-7367
Mothercare	(705) 739-8645
Motherisk	(416) 813-6780
(medical info. line re: pregnancy)	
Simcoe Muskoka District Health Unit	(705) 721-7520

Where Do I Go For Legal Advice?

Legal Aid (Barrie)	(705) 737-3400
Legal Aid Toll Free	1-888-590-3961
Probation & Parole	(705) 739-6480

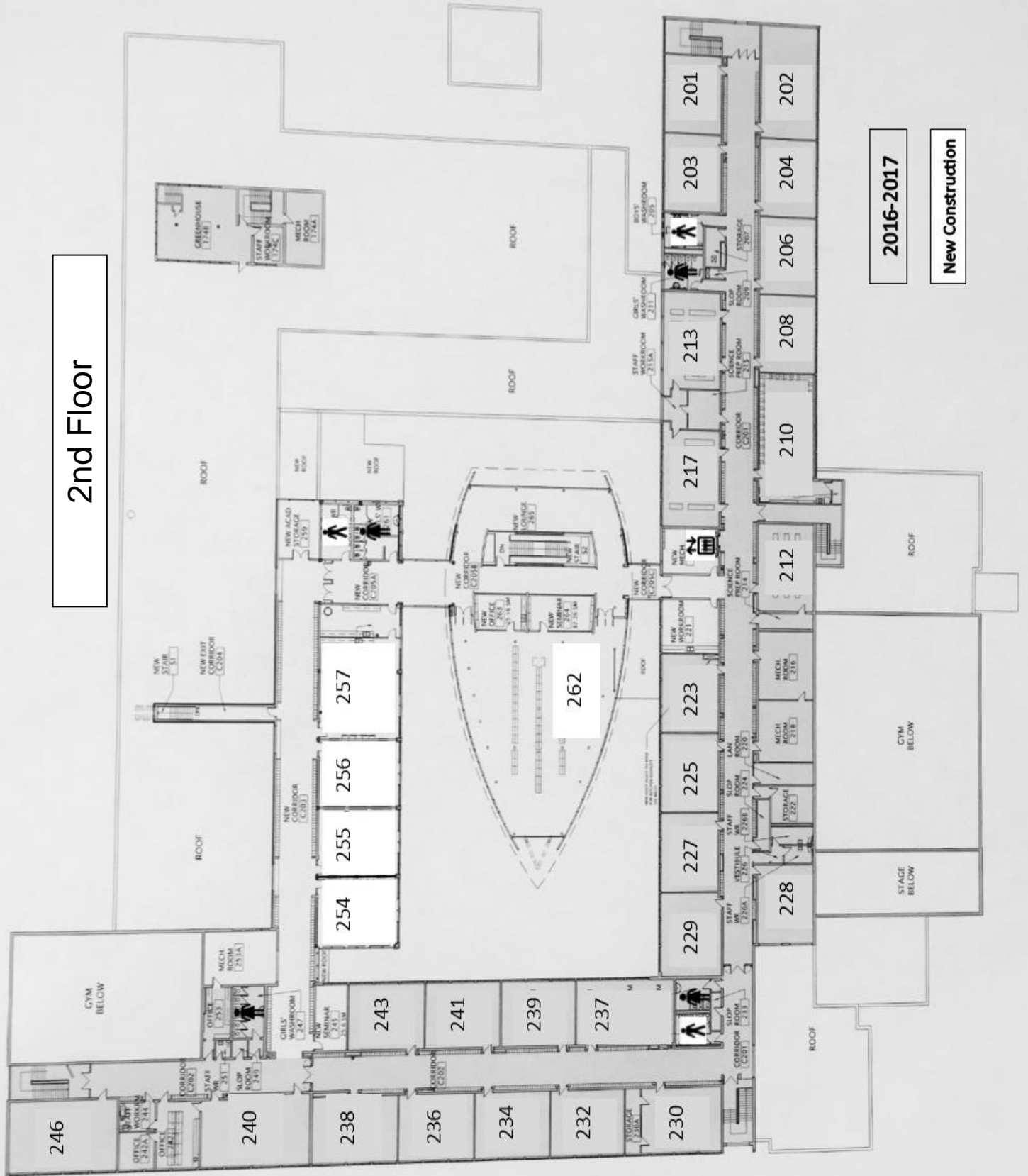
1st Floor



2016-2017

New Construction

2nd Floor



2016-2017

New Construction

2022-2023 Student Handbook

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Mission and vision

Our mission and vision outline what we do and what we want to achieve and provide direction for the board's strategic plan. For more information, visit www.scdsb.on.ca under 'About'.

Mission Statement

We inspire and empower learning for life.

Vision Statement

A community of learners achieving full potential.

Strategic Priorities

The SCDSB strategic plan provides a framework to direct our programs, initiatives, and daily operations to achieve our overall goal of student success. We are committed to ensuring that every student has the opportunity to reach their full potential and we are dedicated to lifelong learning. For more information, visit www.scdsb.on.ca and select 'About' followed by 'Goals & Reporting' and 'Strategic Priorities'.

Land acknowledgment

In October 2017, the SCDSB approved the practice of a land acknowledgment for board meetings and significant board and school events, as well as a less formal land acknowledgment for daily use in all schools. The following acknowledgment is recited each day as part of the morning announcements.

'Simcoe County District School Board acknowledges that we are situated on the traditional land of the Anishnaabeg people. We acknowledge the enduring presence of First Nation, Métis and Inuit people on this land and are committed to moving forward in the spirit of reconciliation and respect.'

The approval of a land acknowledgment follows recommendations of the Truth and Reconciliation Commission's Calls to Action. A land acknowledgment is an act of reconciliation and respect with, and for, the First Nations people of Simcoe County, on whose land we stand. We are proud to share that the SCDSB land acknowledgments were developed in consultation and partnership with local Indigenous partners.

Connect with the SCDSB

Website: www.scdsb.on.ca

Facebook: www.facebook.com/SCDSB

Twitter: [@SCDSB_Schools](https://twitter.com/SCDSB_Schools)

Instagram: www.instagram.com/SCDSB

YouTube: www.youtube.com/SimcoeCountyDSB

Subscribe to receive board and school news

To subscribe to SCDSB news releases, visit www.scdsb.on.ca and click 'Subscribe' at the top of the homepage.

All schools have websites that allow families to receive updates about school events and activities. Ask for details at your school to learn more.

Addressing your concerns

If you have a concern, please follow these steps in order:

1. Gather as much information as possible, then call the school to arrange a meeting with the teacher. Most concerns can be resolved at this point through dialogue and co-operation among those involved.

2. If you are not satisfied with the outcome of your meeting, contact the school to arrange a meeting with the principal. With open communication and collaboration among those involved, your concern should be resolved at this point.
3. If your concern has not been resolved at this point, contact the superintendent of education for your school. The superintendent of education will assist you by acting as a facilitator in attempting to resolve your concern. You may wish to put your concerns in writing at this time.
4. If you feel strongly that the situation requires further consideration, you may contact the Associate Director. At that time, your concern will be reviewed and may be directed to another staff member for action.
5. If you feel strongly that the situation requires further consideration, you may contact the Director of Education. At that time, your concern will be reviewed to ensure that the appropriate process for resolution has been followed.

Additionally, please don't hesitate to communicate appreciation or your positive feedback to teachers, school staff, school administration, your superintendent, and your trustee!

SCDSB Human Rights and Equity Office

The SCDSB Human Rights and Equity Office (HREO) is a safe and confidential space to identify matters related to discrimination, harassment, and human rights violations. The HREO has established a process to help address and resolve community (student, parent/guardian, staff, or community member) concerns as quickly and effectively as possible. If you have a concern, please visit www.scdsb.on.ca and select 'About' then 'Human Rights and Equity Office' to learn more and/or contact the HREO.

Code of Conduct

The SCDSB recognizes that all members of the school community have the right to be safe and to feel safe in their school community. With this right comes the responsibility to contribute to a positive school climate. The SCDSB Code of Conduct supports and enhances the Provincial Code of Conduct by setting clear standards of behaviour. These standards apply on school property, on school buses and at all school-related activities.

Standards of Behaviour

Respect, Civility and Responsible Citizenship

All members of the school community must:

- respect and comply with all applicable federal, provincial and municipal laws
- demonstrate honesty and integrity
- respect differences in people, their ideas and opinions
- treat one another with dignity and respect at all times, and especially when there is disagreement
- respect and treat others fairly, regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, gender identity, sexual orientation, age or disability
- respect the rights of others
- show proper care and regard for school property and the property of others
- take appropriate measures to help those in need
- seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully
- dress in a manner that is consistent with the SCDSB Dress Code
- respect all members of the school community, especially persons in positions of authority

- respect the need of others to work in an environment that is conducive to learning and teaching, including ensuring that cell phones and other personal mobile devices are only used during instructional time for educational purposes (as directed by an educator), for health and medical purposes and/or to support special education needs
- not swear at a teacher or at another person in a position of authority
- conduct themselves as respectful, positive digital citizens
- discourage students' use of alcohol, illegal and/or restricted drugs, including cannabis (unless the individual has been authorized to use for medical purposes)

Safety

All members of the school community must not:

- be in possession of any weapon, including firearms
- utter a threat or use any object to threaten or intimidate another person
- cause injury to any person with an object
- be in possession of or under the influence of alcohol, illegal and/or restricted drugs, including cannabis (unless the individual has been authorized to use for medical purposes)
- provide others with alcohol, illegal and/or restricted drugs, including cannabis
- be under the influence of a noxious substance, such as glue or gasoline
- be in contravention of the Smoke-free Ontario Act and SCDSB Policy 4471 - Smoke Free Learning and Working Environments
- inflict or encourage others to inflict bodily harm on another person
- engage in bullying (including physical, verbal, electronic, written or other means) or cyberbullying behaviours
- commit sexual assault
- traffic weapons, illegal and/or restricted drugs, including cannabis
- give alcohol, illegal and/or restricted drugs, including cannabis to a minor
- commit robbery or extortion
- engage in hate propaganda and other forms of behaviour motivated by hate or bias
- commit an act of vandalism that causes extensive damage to school property or to property located on the premises of the school
- participate in the non-consensual sharing of intimate images
- breach the SCDSB Information and Computing Technology Appropriate Use Guidelines

Regular and ongoing screening and early intervention

Regular and ongoing screening and early intervention strategies help students achieve their potential and support a positive school learning and working environment. School programs and activities focus on building healthy relationships, character development and civic responsibility, and encourage positive participation of the school community in the life of the school.

Progressive discipline

Progressive discipline is a non-punitive, whole-school approach that uses a continuum of interventions, supports and consequences to address inappropriate behaviour and to build upon strategies that promote positive behaviour. Consequences include learning opportunities for reinforcing positive behaviour and assisting students to make good choices.

One strategy used in SCDSB schools is restorative practices. Restorative practices support well-being and achievement by cultivating strong healthy classroom and school communities. The process focuses on strengthening relationships and supporting community members to deal with conflict as it arises in a positive way.

For more information, visit www.scdsb.on.ca, then select 'Secondary' then 'Safe Schools'.

Dress Code

Our board's dress code is one way that we embed the principles set out in the SCDSB and Ministry of Education documents, Caring and Safe Schools in Ontario, and Equity and Inclusive Education to ensure safe, inclusive, and equitable learning environments for all of our students. In SCDSB schools, we believe that students should be able to learn in a safe and caring space that is free of bias and discrimination. When making choices about what to wear to school, we respect your individuality. To ensure that our learning environments are safe and respectful spaces, our board has consulted with students and staff to develop a set of shared standards for student dress. There are lots of ways to dress for school, but there are a few things that aren't okay, including exposed underwear, spiked or chained accessories and offensive or inappropriate content. Your clothing cannot pose a safety concern or conceal your identity. Note that exceptions are granted to students who wear head coverings or other garments/objects for the purposes of religious observance, medical or sensory needs, or other reasons protected by the Ontario Human Rights Code.

School Year Calendar

The SCDSB school year calendar will be provided and posted on our website when available. Visit www.scdsb.on.ca and select 'Secondary' then 'Planning for School' then 'School Year Calendar'.

Holy Days and Holidays

The students and staff of the SCDSB represent a rich diversity of faith traditions. The Holy Days and Holidays Calendar helps identify some important days of commemoration. The expectation is that SCDSB schools and worksites will be mindful of these significant holy days (marked in bold in the calendar) when scheduling to allow for full participation in planned events. For further information, visit www.scdsb.on.ca and select 'About' then 'Equity and Inclusion'.

Religious Accommodation

We acknowledge each individual's right to follow or not follow religious beliefs and practices, free from discriminatory or harassing behaviour. We are committed to taking all reasonable steps to provide religious accommodation to students and staff. Students and families may speak to their teacher or provide a note from their parent(s)/guardian(s) specifying their accommodation needs relating to religious observances, including holy days on which they will be absent from school. School administrators are also available to meet with families to discuss and implement needed accommodations.

Voluntary Self-identification of First Nation, Métis and Inuit Students

First Nation, Métis and Inuit students are invited to participate in our voluntary, confidential self-identification process. The SCDSB collects First Nation, Métis, and Inuit self-identification data to support student success, reduce gaps in student achievement and support a sense of belonging. Information that is collected is used to inform program planning and services that are relevant for First Nation, Métis, and Inuit learners. Disclosing First Nation, Métis and Inuit ancestry is completely voluntary and confidential. No proof of ancestry is required. Please contact the school office if you wish for your child to self-identify.

Mental Health

The SCDSB recognizes the importance of positive mental health as it is linked to overall well-being, achievement, and positive outcomes for youth. We are committed to improving the quality of mental health supports available to our students. We provide training for school staff to help them recognize signs that a student may need additional support. We also rely on the help of community agencies.

The SCDSB focuses on mental health and well-being promotion, prevention, and early intervention for all students, prioritizing it as a key condition for learning and flourishing. This is incorporated through curriculum and teaching practices that focus on social-emotional skill building and resilience, and school and classroom environments that are welcoming, inclusive, and understanding.

Students requiring additional support due to emerging mental health concerns are able to access group and individual interventions provided by child and youth workers in some elementary schools and by social workers in elementary and secondary schools.

Community supports

- **24 hour mental health crisis line** 1-888-893-8333 or 705-728-5044
- **Canadian Mental Health Association** 1-800-461-4319
- **Kids Help Phone** 1-800-668-6868
- **Kinark Child and Family Services** 1-888-454-6275
- **Mobile Crisis Line** 1-888-893-8333 or 1-855-310-COPE (2673)
- **New Path Youth and Family Services** 705-725-7656

Access the 211 directory by phone (dial 2-1-1) or at www.211ontario.ca for information on community resources related to a specific concern.

Safety

School safety practices

We will always take whatever precautions are necessary to keep our schools and students safe. Our safety practices include:

First aid equipment and training

Each school has a minimum of one staff member who is trained in first aid. Additionally, all schools are equipped with Automated External Defibrillators (AEDs).

Sign in at the office upon arrival

All visitors are required to sign in at school offices and wear visitor identification. Even regular visitors, such as school volunteers, must sign in.

Safe Arrival program

All parents/guardians are asked to contact the school when their child will be absent from school. When schools do not hear from a parent/guardian, and a student who is enrolled in the Safe Arrival program is absent, the school will call home to find out the reason for the absence.

On days when buses are cancelled due to inclement weather, the safe arrival program continues. On these days, if your child rides a bus and you receive a safe arrival call from the school and you believe that your child should be in attendance, you are asked to please call the school. Otherwise, the school will assume that you are aware of your child's absence. Families of walking students should call the school if their children are not attending on an inclement weather day.

Criminal record checks

All staff and volunteers are required to complete a Criminal Record Check with Vulnerable Sector Screening before working with students.

Police partnerships

The SCDSB has positive relationships with our various local police forces. We work in partnership with the four police services in Simcoe County (Barrie Police, Ontario Provincial Police, Rama Police and South Simcoe Police) to help keep our school communities safe using our Police/School Board Protocol.

Safe Schools Reporting Tool

The SCDSB has an online safe schools reporting tool. It is available on school websites and at the bottom of the SCDSB website under 'Helpful Links'.

Students and parents/guardians can use this tool to submit a report online if they witness a student engaged in inappropriate behaviour such as bullying, drug use or vandalism. Students are still encouraged to speak to a trusted adult at school or home if they have any concerns. This form isn't a substitute for having a discussion with your teacher or principal but provides another avenue to start that conversation.

Emergency procedures help keep students safe

Fire drills and evacuation plans

All schools have evacuation plans, which include a designated evacuation site. Schools practice their evacuation plan throughout the year during regular drills.

Shelter in place

Shelter in place is used when there is an environmental or weather-related situation, such as a chemical spill outside the building or a major storm. During a shelter in place, activities will continue inside the school, but students and staff will not be allowed to leave the building.

Hold and secure

A hold and secure is used when there is a situation taking place in the community that is not related to the school, such as a bank robbery nearby. A hold and secure is usually initiated by police. During a hold and secure, activities continue inside the building, but all exterior doors are locked, and no one is allowed to enter or exit the school.

Lockdown

A lockdown is used when there is a major incident, or a threat of violence related to the school. A lockdown can be initiated by police or by school staff. During a lockdown, students and staff will go to secure areas, away from doors and windows. Interior doors are locked, lights are shut off and blinds are drawn. Students and staff remain quiet.

Schools practice lockdown drills at least twice per year. In the unlikely event of an actual lockdown, police ask that parents/guardians do not go to the school. Information will be communicated through the school board social media sites (www.facebook.com/SCDSB and www.twitter.com/SCDSB_Schools), on www.scdsb.on.ca and through local police and media.

If you have any questions about safety procedures, as always, please contact the school office.

Bullying prevention and intervention

Bullying is typically a form of repeated, persistent, aggressive behaviour that is directed at one or more people. Bullying is intended to cause - or should be known to cause - fear, distress and/or harm to another person's body, feelings, self-esteem, or reputation. Bullying occurs in a context where there is a real or perceived power imbalance.

In contrast to bullying, conflict is generally a disagreement or difference in opinion between peers who typically have equal power in their relationships. It is usually an inevitable part of a group dynamic and both parties have power to influence the situation.

Bullying is not accepted on school property, at school-related activities, on school buses or in any other circumstances that could impact the moral tone of the school, including online and via other forms of technology. Staff, students and parents/guardians work together to implement bullying prevention and intervention plans in their schools. Schools use a progressive discipline approach and may use a range of interventions, supports and consequences when bullying behaviour happens, with a focus on improving behaviour.

Bullying is on the list of infractions for which suspension must be considered. More information can be found at www.scdsb.on.ca by searching for 'bullying'.

Reporting child abuse and neglect

The Ontario Child and Family Services Act (CFSA) provides a range of services for families and children, including children who are, or may be, victims of child abuse or neglect. The CFSA promotes the best interests, protection, and well-being of children. The CFSA states clearly that members of the public, including professionals who work with children, have an obligation to promptly report to a Children's Aid Society if they suspect that a child is, or may be, in need of protection. For more information, visit the Ontario Association of Children's Aid Societies online at www.oacas.org.

Technology

Technology in the classroom

Today's students have grown up with technology - it's a regular part of their daily lives. The SCDSB believes that technology and technological devices play an important role in learning and teaching, and are an important component of modern learning environments.

The proper use of technology is expected of all students and staff. As part of a technology-enabled learning environment, the SCDSB has created guidelines regarding technology use in schools and SCDSB facilities. These guidelines allow our staff to support technology-enabled learning environments while protecting student privacy and personal information. The Appropriate Use Guidelines can be found online at www.scdsb.on.ca.

Digital citizenship

Teachers integrate opportunities to explore digital citizenship into the curriculum to assist students in developing the skills required to navigate the online world. Parents/guardians are vital partners in supporting students to become responsible digital leaders.

Social media extends learning to spaces beyond the classroom, supports real-world problem solving and provides an authentic audience for learning. It's important that staff and students use proper digital citizenship at all times online and recognize that the Internet is a public forum - what goes online, stays online and may never be fully erased. Students are encouraged to protect their privacy, safety, and reputation, and consider ways to enhance their digital legacy through proactive use of these tools.

The classroom teacher will provide information on how social media is being used in the classroom. If there are concerns, express these to the teacher and principal. If a parent/guardian does not want their child to participate in social media-based lessons, a suitable educational alternative will be found.

Appropriate use of technology

Student use of technology is subject to the SCDSB Appropriate Use Guidelines. Misuse and/or abuse of board and school facilities and resources is subject to consequences as defined and explained in the SCDSB Code of Conduct.

While teachers do supervise the use of devices, students are expected to access sites in a responsible way. Students in the SCDSB have access to the Internet to support their learning goals, to access curriculum-related materials and to research reference materials.

The SCDSB uses filtering software to guide, and in some cases restrict, access by students to the Internet; however, no software can be completely effective in blocking unacceptable websites.

Student BYOD wireless network access

All students and staff may connect their personal devices to our Bring Your Own Device (BYOD) network. Devices, including cellphones, may only be used during instructional time under the following circumstances:

- for educational purposes, as directed by the classroom teacher, designated early childhood educator or educational assistant
- for health and medical purposes
- to support students with special education needs

The decision to allow a student to bring a personally owned device to school rests with the parent/guardian and the student. The SCDSB is not responsible for devices that are lost, stolen or damaged in any way (devices should be easily identifiable, clearly labelled and, where possible, registered with the manufacturer).

Student access to the BYOD network is not limited to instructional time.

Parents/guardians should discuss appropriate guidelines for personal use of the Internet with their children and determine if their child can responsibly manage their device at school. If a parent/guardian does not wish for their child to access the Internet, please contact the child's school.

Students do not have permission to connect to the local area network (LAN) using a cable of any sort. Access to the BYOD network is a privilege. The SCDSB may deny BYOD network access at any time.

Google's G Suite and Office365

The SCDSB provides all students and teachers with Office365 for Education, Google's G Suite (including Docs, Sheets and Slides) and the Ministry of Education's Brightspace program for educational purposes (e.g., blended learning, elearning, etc.). Students and staff are able to download Office365 to home computers and mobile devices. These tools and applications meet the privacy and security requirements of the Municipal Freedom of Information and Protection of Privacy Act. It is important for you to know that these accounts differ from publicly available accounts in that the security and privacy settings were negotiated by the Ministry of Education.

All students are provided with @scdsb.on.ca email addresses, which are also the accounts used to access Office365, G Suite and Google Drive. To use Google services, students and staff must have a password with a minimum of 8 characters and they must be complex (include capitals, numbers, and symbols). As per the Appropriate Use Guidelines, passwords are not to be shared with others.

Use of recording equipment

The use of recording equipment (audio, video, digital or photography) must be authorized by the teacher or staff member before any recordings are made. Such equipment includes, but is not limited to, cell phones, smartphones, iPods, iPads, computers, personal digital assistants (PDAs), MP3 players, tape recorders, video-recorders or digital audio recorders. This measure is to respect the privacy and ensure the safety of all students and staff. If recordings are taken without permission, it may result in confiscation of the equipment and appropriate discipline. Confiscated equipment may be returned to the parent/guardian, or in the event of suspected illegal or inappropriate activity, it may be forwarded to the appropriate law enforcement agency.

Transportation

The Simcoe County Student Transportation Consortium (SCSTC) coordinates the safe and efficient home-to-school transportation for more than 36,000 students - over 24,000 from the SCDSB. The role of the SCSTC includes contracting bus and vehicle operators on behalf of the SCDSB and the Simcoe Muskoka Catholic District School Board.

SCDSB transportation policies can be accessed online at www.scdsb.on.ca under 'Secondary' then 'Planning for School' then 'Transportation'. For SCSTC policies and procedures related to student transportation eligibility, stop locations, bus cancellations and more, please visit www.simcoecountyschoolbus.ca.

The SCSTC coordinates home-to-school transportation for students who are eligible for transportation. Students who reside within a designated walking zone for their home school are not eligible for transportation (unless otherwise qualified by policy). Parents/guardians are responsible for their child's safe arrival at the school when they reside within the established walk zone. Transportation eligibility can be confirmed through the SCSTC website <https://scstc.ca> under 'Can I Ride a Bus'.

Pick up/drop off location change requests can only be made through your school. The school principal will contact the SCSTC regarding change requests.

Rider safety

All students need to be safe while riding school vehicles. The bus driver has full charge of the vehicle and students must follow their instructions. For discipline issues, school vehicles are considered an extension of the classroom. Students are responsible to the school principal, through the driver, for their behaviour on a school vehicle. If students don't follow safety guidelines and/or listen to the driver, they may not be allowed to ride the bus.

In some situations, the board may put video cameras on school buses. These systems are installed in accordance with the SCDSB Surveillance Guidelines to enhance the safety and security of students and staff, to protect property against theft and vandalism and to aid in the identification of individuals who endanger the health, well-being, or safety of school community members. For safety and insurance reasons, students are not permitted to ride on school vehicles other than the vehicle they have been assigned.

Weather-related school vehicle cancellation procedures

Student safety is always the priority. During pre-dawn hours, the SCSTC and their contracted school vehicle operators review weather and road conditions throughout Simcoe County to determine if school vehicle cancellations are required. School vehicle cancellations are confirmed and communicated between 6 and 6:30 a.m. School vehicle cancellation information is:

- posted on the SCTSC website, www.simcoecountyschoolbus.ca
- communicated to families who subscribe to receive notifications from the SCSTC (you can subscribe on the SCSTC website: <https://scstc.ca/Subscriptions/ChildTransportInfo>)
- announced via the SCSTC Twitter account @SCSTC_SchoolBus

Additionally, local radio stations and other media outlets are notified.

When school vehicle service is cancelled in the morning, the decision remains in effect for the entire school day. Schools remain open for student learning. When school transportation is cancelled, school staff is expected to plan for such emergencies in order to transition students who are unable to attend due to inclement weather to their online platforms (Google Classroom and/or SCDSBhub [Brightspace by D2L]) and continue with academic programming.

Please be aware of your school's weather zone, as well as your child's bus number and bus company name. School vehicle cancellations may:

- be specific to a single weather zone
- include multiple weather zones, or
- apply to all Simcoe County weather zones

On rare occasions, transportation may be cancelled mid-day due to rapidly deteriorating road and weather conditions. In this situation, students will remain supervised at school until it is safe for parents/guardians to pick them up. At all times, the safety and well-being of your child is our main priority.

School closures are rare. This decision is made by the Director of Education in consultation with school and board staff. Any closures are posted online at www.scdsb.on.ca and school websites, and sent to the local media.

Health and Wellness

Food allergies

To ensure a safe environment for all students, please do not send any peanut or nut products to school. Read ingredients carefully and check with teachers before sending treats for any special occasions. Please be aware that there may be different allergies in a classroom which might mean other items may not be brought in. Your classroom teacher will make you aware if this is the case. Many schools implement 'Reduce the Risk' programs to support students with potentially life-threatening food allergies. Your co-operation is essential and greatly appreciated.

Prevention of illness at school

Sicknesses can spread quickly at school. If your child is sick, please keep them home. To help stop the spread of illnesses, staff and students are advised to cough or sneeze into their arm or a tissue and wash their hands before eating and after using the washroom and coughing or sneezing. Notify the school when your child is absent due to a communicable disease. Some of these illnesses must be reported to the Simcoe Muskoka District Health Unit. Fact sheets and brochures are available at www.simcoemuskokahealth.org. For ongoing information and updates related to COVID-19, please visit the SCDSB website at www.scdsb.on.ca.

Hand hygiene

The single most important thing anyone can do to control infections is to keep their hands clean. Students and staff should:

- wash hands with soap and water for at least 15 seconds
- rub all parts of the hands and wrists with soap and water including in between fingers and under the fingernails
- use alcohol-based hand rubs when access to running water is limited

Medication in school

Requests for school staff to give medication to students must be made through the principal. A special form is needed and is available at the school office. Parents/guardians must take the form to the doctor for authorization of the medication and the dosage to be given.

Parents/guardians are required to sign the form and bring it to the principal to discuss the procedure. Administration of short-term medications such as cold remedies, antibiotics and pain relievers is also governed by this procedure. All medication, with the exception of EpiPen and asthma inhalers, will be kept locked in the office, and must be in its original labeled container. Please notify the office of any changes in the dosage, which your doctor has authorized.

Smoke-free school grounds

Tobacco products are not permitted on school grounds by anyone, anywhere, anytime. Schools and school boards are required by law to ensure that school property is 100% smoke free 24 hours a day, 7 days a week, 365 days a year. The SCDSB has extended this ban to include smokeless tobacco, e-cigarettes, vaping devices, smoking alternatives, and all other tobacco industry products. More information is available at www.scdsb.on.ca by searching 'smoke free'.

Immunization

Vaccines are a safe and effective way to prevent many life-threatening diseases. It is important to get all vaccines in the recommended schedule to provide the best possible protection. When registering for school, parents/guardians are required to provide the health unit with proof of completed immunization against tetanus, diphtheria, polio, measles, mumps, and rubella, or with the appropriate documentation if they choose not to have their child immunized.

It is important to contact the health unit each time your child receives immunization(s) from your health care provider so their record at the health unit can be updated. Students who do not have up-to-date immunization records, or a valid exemption on file at the health unit, may be suspended from school.

Update your child's record using the secure online form at www.simcoemuskokahealth.org/immsonline, or call the Simcoe Muskoka District Health Unit at 705-721-7520 or 1-877-721-7520.

Rowan's Law (Concussion Safety)

In March 2018, Bill 193, Rowan's Law (Concussion Safety), 2018 received Royal Assent in Ontario. The Act imposes various requirements on sport organizations, including school boards, related to concussion awareness, prevention and removal from/return to sport guidelines. Rowan's Law was enacted in memory of Rowan Stringer, an Ontario student and high school rugby player who died as a result of concussion-related injuries. Ontario is the first province in Canada to enact concussion-related education.

The Act also designates an annual Rowan's Law Day on the last Wednesday of September. As part of the day, concussion education modules will be presented to junior, intermediate, and senior level students in the SCDSB. Concussion safety will be highlighted and recognized at all schools through an educational campaign based on awareness, management, and the prevention of head injuries.

Dental care

The Simcoe Muskoka District Health Unit has two no-cost dental programs for eligible children 17 and under - the Children in Need of Treatment (CINOT) program and the Healthy Smiles Ontario (HSO) program. CINOT treats the urgent dental needs of children and youth whose families cannot pay for a dentist. HSO offers a full range of dental services, including checkups, cleaning, fillings and more. To find out more about the programs, eligibility requirements and how to make an appointment, call the health unit at 705-721-7520 or 1-877-721-7520 or visit www.simcoemuskokahealth.org.

Head lice management

The SCDSB has a common procedure for all Secondary schools to follow in the management of head lice - see APM A7210, Head Lice (Pediculosis) Management on www.scdsb.on.ca.

Parents/guardians of a student with head lice are required to complete a form to confirm their child has been treated and is free of lice before the child is allowed to return to the classroom. The school will provide this form.

Checking your child's head on a regular basis (weekly is best) or more often during an outbreak will prevent the spread of head lice.

Please notify the school when you identify that your child has head lice. Schools will provide parents/guardians with an information sheet to help with the management of head lice. For more information about identification, treatment, and prevention, contact your family doctor, local pharmacist or Your Health Connection (Simcoe Muskoka District Health Unit) at 705-721-7520 or 1-877-721-7520 or www.simcoemuskokahealth.org.

Student accident insurance

All students must have one of the following before being permitted to participate in extra-curricular activities:

- student accident insurance - this can be purchased through Reliable Life Insurance Company. The minimum plan, Silver, offers 365 days of 24-hour coverage.
- extended health and dental plan (i.e., employer group benefits).

All students participating in a field trip outside the province or country must purchase student accident insurance or be covered by an extended health and dental plan. The Platinum travel plan through Reliable Life Insurance Company would meet this requirement.

The SCDSB recommends StudyInsured and Insure my Kids. These programs offer a variety of plans at reasonable annual prices and can be purchased at:

StudyInsured
www.studyinsuredstudentaccident.com
1-833-560-0527
Insure my Kids
www.insuremykids.com
1-800-463-5437

Community Involvement Hours

As part of the Ontario Secondary School Diploma graduation requirements, students must complete a minimum of 40 hours of community involvement activities. The aim of this requirement is to encourage students to develop both civic responsibility and a desire to play a role in strengthening their community. Students may begin to accumulate community involvement hours in the summer before they enter Grade 9. For a list of eligible activities and for the community involvement hours form, please visit www.scdsb.on.ca, then select 'Secondary' then 'Planning for High School' then 'Community Involvement'.

Student Fees

Students are not charged fees to participate in the regular school program. Students enrolled in the SCDSB are provided with basic classroom learning resources required to complete course expectations.

There may be fee-based resources and opportunities offered to students designed to enhance their program (e.g., field trips, visiting artists).

Beyond the cost of field trips, students involved in some extracurricular opportunities (e.g., string instrumental programs or music clubs) will be made aware of any additional cost obligations or participation/equipment rental fees prior to making a commitment to participate.

No exclusion due to inability to pay

No student will be excluded from a field trip or school activity because they can't pay. Parents/guardians should notify the school office if support is needed.

Personal Information

Notice of routine collection and use of student and parent/guardian personal information

The purpose of this notice is to make you aware of how the SCDSB and your school use the personal information you provide to us, in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). The MFIPPA is a law that sets guidelines that schools and district school boards must follow when collecting, using and/or disclosing students' personal information. Under the MFIPPA, personal information refers to recorded information about an identifiable individual.

The Education Act sets out duties and powers of the board and authorizes school boards to collect personal information for the purpose of planning and delivering educational programs and services which best meet students' needs and for reporting to the Minister of Education, as required. In addition, the information may be used to attend to matters of health and safety or discipline which best meet student needs and for reporting to the Minister of Education, as required. The Act requires that the school principal maintain an Ontario Student Record (OSR) for each student attending the school. The OSR is a record of a student's educational progress through school in Ontario and follows students when they transfer schools. The Ontario Student Record Guideline sets out how OSRs are to be managed and the SCDSB adheres to the OSR Guideline.

Under the MFIPPA, personal information may be used or disclosed by the SCDSB:

- for the purpose for which it was obtained or a consistent purpose (a purpose consistent with the reason collected)
- to board officers or employees who need access to the information in the performance of their duties, if necessary, and proper in the discharge of the board's authorized functions
- to comply with legislation, a court order or subpoena or to aid in a law enforcement investigation conducted by a law enforcement agency
- to report to the Children's Aid Society regarding child protection matters, in accordance with the law in compelling circumstances affecting health or safety of staff or students

In accordance with MFIPPA and the Education Act, releasing personal information for any other purpose requires the informed consent of:

- the parent/guardian for children under 16 years of age
- the parent/guardian and the student where the student is 16 and 17
- the student where the student is over 18 or is 16 or 17 years of age and has withdrawn from parental control

It is our practice to include a notice statement on forms used to collect personal information to advise you how we will use and disclose the information. To help you understand how we use the information you provide to us, we draw your attention to routine uses and/or disclosures of student personal information so that you may express any concerns you may have.

For further details, go to the SCDSB website at www.scdsb.on.ca, then select 'About' then 'Policies and Procedures' then 'Access and Privacy'.