

PARKLAND SECONDARY SCHOOL

STUDENT HANDBOOK



An Innovative, Inspiring, Inclusive Learning Community

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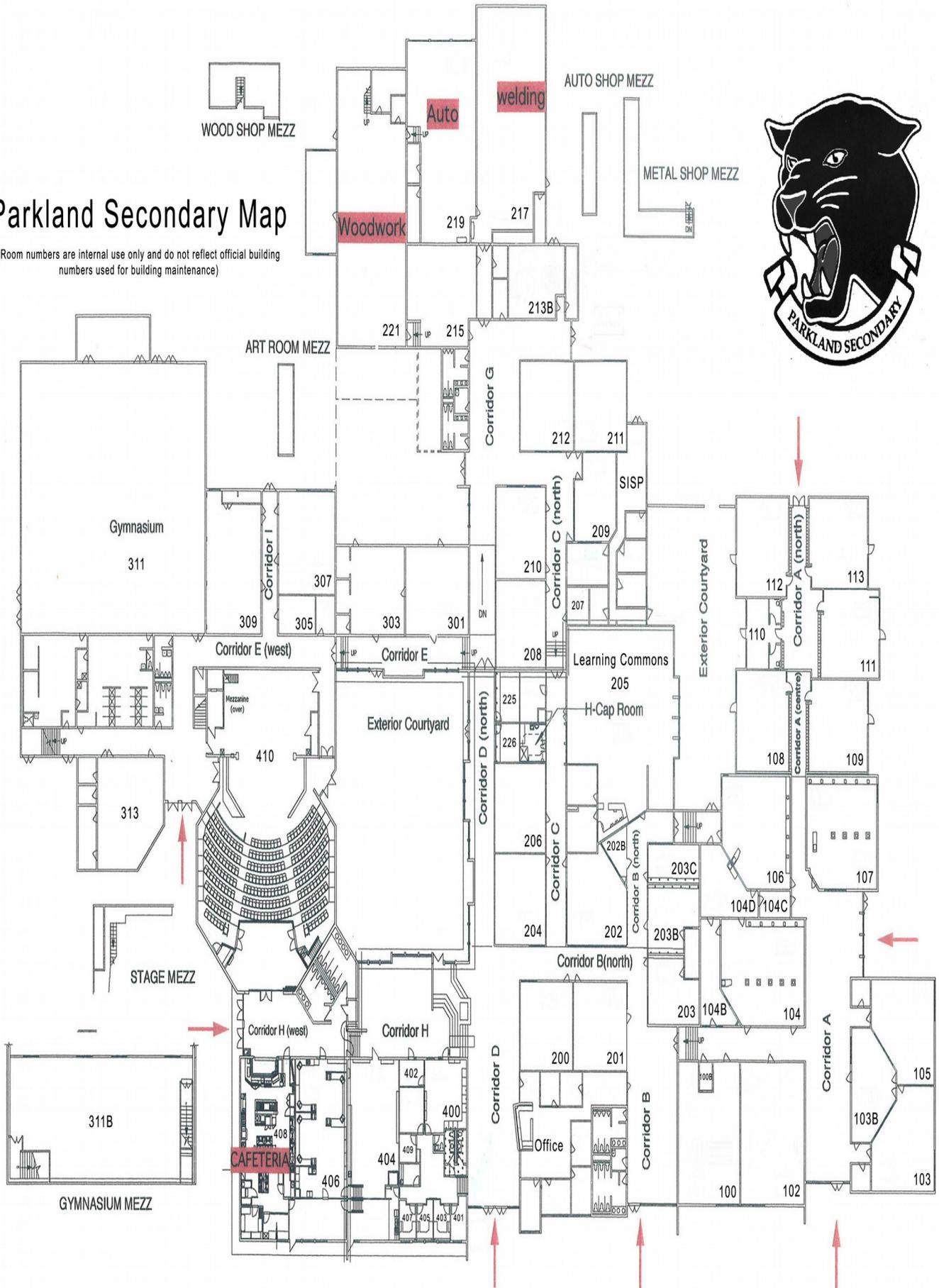
Ms. Lizanne Chicanot
Principal

Mr. Aaron Buckham
Vice Principal



Parkland Secondary Map

(Room numbers are internal use only and do not reflect official building numbers used for building maintenance)



My Timetable:

TAG Teacher:

Semester 1				Semester 2		
Block	Course	Teacher	Room	Course	Teacher	Room
A						
B						
C						
D						

Monday/Tuesday/Thursday	Wednesday & Friday
Morning Bell 8:20	Morning Bell 8:20
A 8:25 - 9:50	A 8:25 - 9:35
Break - 9:50 – 10:00	No Break
Class Change - 10:00-10:05	Class Change - 9:35-9:40
B 10:05 - 11:30	B 9:40 - 10:55
Lunch - 11:30 - 12:10	Lunch - 10:55 - 11:30
Class Change - 12:10 - 12:15	Class Change - 11:30 - 11:35
C 12:15 - 1:40	C 11:35 - 12:45
Class Change - 1:40 - 1:45	Class Change - 12:45 - 12:50
D 1:45 – 3:10	D 12:50 – 2:00

Year at a Glance 2018-2019

SEMESTER 1		SEMESTER 2	
Aug 31	New student tour 1:00	Jan 28	Non Instructional Day
Sept 4	First day of school Gr 9 students 8:30-12:30 IB student orientation 1:00-2:30	Jan 29	First day of Semester 2 New international student orientation
Sept 5	Grades 10, 11 & 12 only 8:30-11:30 am	Jan 30- Feb 2	Musical Theatre Production - Grease
Sept 6	Regular day ~ all grades 8:20-3:10	Feb 1 & 4	Grad Photo retake days
Sept 12	Photo Day	Feb 5	PAC Mtg - 7:00 pm in the Learning Commons
Sept 13	Meet the Teacher Evening 5:30-7:30 PAC Mtg 7:30 in Learning Commons	Feb 7	Early Dismissal 2:00 pm Parkland Community Open House – 5:30-7:30 Gr 8 Parent Meeting 7:30
Sept 21	Terry Fox Run	Feb 8	Report Cards go home
Sept 28	Orange Shirt Day	Feb 12	Grade 9 immunizations
Oct 2	PAC Mtg - 7:00 pm in the Learning Commons	Feb 15	Non Instructional Day
Oct 4	Tour de Rock	Feb 18	BC Family Day ~ no school
Oct 5	Spirit Assembly & PAC Fall BBQ	Feb 19-22	Course Selection info
Oct 8	Thanksgiving Day ~ no school	Mar 4	Non Instructional Day
Oct 16	Grad Parent Mtg 7:00 in Learning Commons	Mar 5	PAC Mtg - 7:00 pm in the Learning Commons
Oct 18	Early Dismissal 2:00	Mar 8	Course selection forms for 2019-2020 due Grad Transition packages due
Oct 19	Non Instructional Day	Mar 18-29	Spring Break (2 weeks)
Oct 22-26	Grad Photos by appointment only	April 1	School re-opens
Oct 25	Photo Retake day	Apr 2	PAC Mtg - 7:00 pm in the Learning Commons
Nov 6	PAC Mtg - 7:00 pm in the Learning Commons	April 5	Grad Breakfast Grad packages distributed
Nov 9	Remembrance Day assemblies	April 8	Non Instructional Day
Nov 12	Stat for Remembrance Day ~ no school	April 11	Grad Transition Interviews
Nov 13	Term 2 starts	April 19 & 22	Good Friday & Easter Monday – no school
Nov 19	Report Cards go home	April 23	Term 4 starts
Nov 23	Non Instructional Day	April 25	Parkland Talent Show 7:00 in Theatre
Nov 29	Early Dismissal 2:00 pm Parent Teacher Interviews 5:30-7:30 appt only	April 26	Grad packages & forms due
Dec 4	PAC Mtg - 7:00 pm in the Learning Commons	Apr 30	Report Cards go home
Dec 6	Grad Winter Dinner Dance	May 7	PAC Mtg - 7:00 pm in the Learning Commons
Dec 24- Jan 4	Winter Vacation	May 9	Early Dismissal 2:00 pm Parent/Teacher Interviews 5:30-7:30 appt only
Jan 7	School reopens	May 10	Non Instructional Day
Jan 8	PAC Mtg - 7:00 pm in the Learning Commons	May 17	Spirit Assembly & PAC Spring BBQ
Jan 17	IB info night 7:00 in theatre	May 20	Victoria Day ~ no school
Jan 21-25	Semester one exam week	June 4	PAC Mtg - 7:00 pm in the Learning Commons
Jan 25	Last day Semester 1	June 19	Last day of classes semester 2
		June 20-26	Semester 2 exam week
		June 26	Parkland 2019 Graduation Day
		July 2-12	Report Cards available at Front Office

CODE OF CONDUCT: Secondary Schools

Statement of Purpose – A safe, caring and orderly school is the foundation for a successful learning environment. This Code of Conduct supports socially responsible behaviour and allows members of the school community to be fully informed of School District #63 Secondary Schools' common expectations for student behaviour.

Social Responsibility – We are guided by the following four aspects of Social Responsibility for B.C. Schools as identified by the Ministry of Education:

- Contributing to the classroom & school community
- Solving problems in peaceful ways
- Valuing diversity and defending human rights
- Exercising democratic rights and responsibilities

All members of the school community “shall not discriminate against others on the basis of race, colour, ancestry, place of origin, religion, family or marital status, physical or mental disability, age, sex or sexual orientation, or for any other reason set out in the Human Rights Code of British Columbia, nor shall anyone publish or display anything that would indicate an intention to discriminate against another, or expose them to contempt or ridicule on the basis of any such grounds.” All reasonable steps will be taken to prevent retaliation against anyone who has made a complaint of a breach in the Code of Conduct.

Supervision – All staff (teaching and non-teaching) have a general supervision responsibility during school time and at any school function, whether on formal duty or not, and students are required to comply with this authority. School rules apply at all school functions even when they occur off school grounds or outside of the regular school day. Students are also reminded that they may be held responsible to the school from the time they leave home before school until the time they arrive home after school.

Attendance – Students are expected to attend all of their classes on time. Teachers record attendance for each class. Missed classes mean missed learning! Full attendance is essential to school success. Students who miss classes are responsible for making up the missed learning time.

Late to Class – Students are expected to be in classes on time. “Late” is a type of absence and interferes with learning. Frequent tardiness may result in teacher intervention to make up for the missed learning time.

Academic Honesty – Students are expected to present their own work in class and homework assignments. In School District #63 secondary schools, the working definition of plagiarism is “using another person’s work and presenting it as your own.” Plagiarism is a form of cheating, and could be in the form of written, visual, audio, or other media. If another person’s ideas are used, credit must be given in the form of a citation. Plagiarism will result in consequences determined by the teacher and/or administration and may include loss of marks for the assignment. (Please see Parkland’s expanded academic honesty policy (on our website) for more details)

Dress Code – School is a place of business. Students and their parents are expected to support a learning environment where attire is appropriate. Articles of clothing that promote alcohol, drugs, inappropriate language or racism, or that are too revealing are not permitted. Students wearing such clothing will be asked to go home and change if they do not have suitable clothing at school.

Cell Phones – Students have the right to use electronic devices for educational purposes in appropriate ways at the direction of supervising staff. Students have a responsibility to use their personal electronic devices ethically, safely and responsibly. Electronic devices can be used to support educational purposes in significant ways. But they can distract others if used inappropriately. It is important to learn how to use these devices in appropriate ways and at appropriate times. Misuse of personal electronic devices may result in confiscation of the device by the administrator for the school day. The school will not be responsible or liable for lost, stolen or missing electronic devices.

Cameras – Photographing people at school or at school functions using still or video cameras can be a privacy issue and should not be done without appropriate permission.

Gambling – Schools are venues in which gaming is not permitted. Placing bets and wagering money are not appropriate school activities.

Litter – The school environment should be neat and litter-free. We ask all students to look after their litter by putting it in the nearest garbage can or recycling container.

Respect for Public Property and Careful Use & Return of School Materials & Equipment – Students are expected to take good care of textbooks or school resources signed out in the student’s name. There should be no damage to school resources, property or equipment. If such damage creates an expense to the school, then the person who does the damage will be expected to reimburse the school for costs.

Parking – Students will park in unassigned spots in the area designated for student parking and will display a valid school parking permit. Parking in staff reserved spots may result in loss of parking privileges. Students are not to be in or around parked vehicles during class time. Driving with undue care may result in a suspension of parking privileges. In extreme cases where safety is compromised, i.e. fire lane, vehicles may be towed at student's expense and referred to police liaison officer.

Public Displays of Affection – Students are asked to minimize public displays of affection. These may be inappropriate to the school setting and can be addressed by any student or staff member.

Appropriate Language – Language used by all members of the school community should be respectful and polite. Any communication that is disrespectful or demeaning to others, including lying, inappropriate or profane language, is unacceptable.

Loss /Damage to School or Personal Property – We expect members of the student body to respect school and personal property. Students are responsible for any damage done to other people’s property and will be charged for replacement or repair. Students should also respect the property and rights of the people who live in the neighbourhood of the school or those people we come in contact with through our many off-site activities.

Safety First – Student activities at the school should take into account student safety and minimize risks to students. Skateboarding, rollerblading and snowballing have a significant enough safety risk that they are not permitted on school grounds. Fireworks, water guns and water balloons are not allowed at school. Any other activities that are unsafe or unhealthy will be addressed by school staff.

Security and Safety – Students are expected to refrain from any act, including verbal or written comments, that disrupts the good order of the school. Jokes or pranks that may be seen as a threat to security and safety will be addressed as a serious issue. “I was just kidding” is no defence once the damage is done.

Scented Products - There is an increasing number of staff and students who react to scented products. These reactions can range from headaches to anaphylaxis. We request that students and staff refrain from wearing or using scented products while at school.

Intimidation, Harassment and Violence – Every student, regardless of peer group, has the right to feel safe at school. Any acts of harassment, discrimination, intimidation. Threats of any type (physical, emotional, verbal or sexual, including bullying, physical violence, or retribution against a person who has reported an incident) are unacceptable.

Instigators or Spectators – The daily endeavour of students, and all school activities, should take place without interference or disruption. Students who encourage, support or promote acts of intimidation, harassment or violence either by direct action or by spectating are subject to school disciplinary action. This can include activities that occur during or after school hours, on or off school property.

Acceptable Use of Internet Technology –School computers and internet resources, used carefully and wisely, can provide important avenues of learning for students. Inappropriate uses of Internet communications including the sending of threatening or harassing comments are unacceptable. Any incidents will be addressed as a very serious issue. Students will engage in appropriate curricular behaviour when using the district network. Students will only publish their own personal information if related to curricular activities and parent/guardian consent is given. Students will not publish other people’s personal information. For example, name, location, phone number, images, video, work, username, or other personal information.

Alcohol, Drugs, Tobacco, E-Cigarettes - Individuals have the right to be in a learning environment free of alcohol, drugs, tobacco and E-cigarettes. They have the responsibility not to be in possession of, under the influence of, or involved in providing to others: alcohol, drugs, tobacco or E-cigarettes at any time at school or during any school function. Smoking or vaping is not permitted in the school building, on the school grounds, in the neighbourhood of the school or at any school function. The Capital Regional District’s Clean Air Bylaw allows for a \$50 fine for people who smoke on school grounds (reference School District Policies 6200 and 4120).

Weapons/Explosives – Our School District has Policy 6120 Weapons. -Students who bring weapons/explosives to school are subject to suspension from school. Weapon “replicas” may also be considered as weapons and will be dealt with accordingly. Laser Pointers are included in the District Weapons Policy and are prohibited at school.

Duty to Report – Students are expected to inform a staff member of incidents of bullying, harassment and intimidation as well as of any knowledge related to possession of weapons or illegal substances. Any student who is involved in, observes, or knows about an emergency situation at school, or at a school function, should contact the nearest staff member as soon as possible to report the details of the event. In these cases, the staff will take all reasonable steps to prevent retaliation against a student who has reported a breach in the Code of Conduct. Students may report incidents anonymously on-line by accessing the ERASE Bullying site which is available under the student link on the school website or by completing an anonymous reporting form found on the office counter. School Administrators and counsellors will review these reports and do everything possible to find a solution.

Interventions - Range of Interventions:

Regardless of the nature or location of unacceptable behaviour, or the staff member involved, the following is a range of interventions and consequences that may be used in Saanich District Secondary Schools. School staff will take into consideration IEPs, safety plans, or any other pertinent documents.

- On-the-spot conference or redirection
- Follow-up meeting between the student(s) and staff members
- Contact with parent or guardian
- Restitution, including a logical remedy for the problem (e.g. paying for damage wilfully caused) and supporting anyone who is a victim or who suffers as a result of the students actions
- Restorative Justice conference/facilitation
- Supportive intervention and/or service to school
- Additional time for the student with the teacher, at the office or at tutorial/learning support
- Referral to counselling, administration, and/or community support services
- Suspension – including in-school or out of school
- Referral to district student review committee
- Police involvement

Rising Expectations - As students move through their years in secondary school, they are expected to assume increasing responsibility and self-discipline. Students will be given numerous opportunities to participate in making decisions and to work on committees and in groups to improve the school community and environment. Students are expected to take on more of a leadership role and to serve as role models as they move through the graduation years. As such, there will be increasing consequences for inappropriate behaviour.

Notification of Parents or other agencies - The school has the responsibility to advise parents of unacceptable behaviour demonstrated by the student. We expect that parents and the school staff will work together to bring about a change of behaviour and that efforts will be made in this regard. In some cases, parents of a second party (e.g. a victim) will also be contacted and informed of an investigation into another student’s conduct. Administrators may be required by policy or law to contact School Board Officials, police, or other agencies.

Crimestoppers - Any students who have information about inappropriate behaviour or criminal activities are asked to contact a staff member. Students can also engage our school Crimestoppers program by contacting the school Administration or calling the anonymous Crimestoppers “Tips Line” at 1-800-222-TIPS (8477).

GENERAL INFORMATION

Knowledge of the following points will help you function successfully at Parkland.

Grade 9 Students remain on school grounds.

As part of the transition to high school, all Grade 9 students will be required to remain on the school grounds during break and lunch. Students are permitted to leave the school grounds to go home for lunch provided they submit a letter of permission from their parent/guardian at the beginning of the school year and are not late for the class following lunch.

ATM

The ATM in the front foyer has been installed for the convenience of staff and students. Students can access it before and after school as well as at break or lunch.

Study Blocks

Study blocks are not normally a part of a student's timetable. Grade 11 or 12 students with a study block should be in one of the designated study locations punctually, as if it were an assigned class. The study areas are the blue tables by the courtyard, the Career Centre or the Learning Commons.

Use of Learning Support Time

During the school week opportunities are provided for students to complete work every day after school. If a teacher requests a student attend Learning Support, the student is expected to comply with the request.

CRD Public Health Nurse and Illness at School

The CRD nurse's schedule is posted by the Medical Room, which is located in the Counselling Area. A public health nurse visits the school on a regular basis, and students may make an appointment through the school office. Health officials also carry out student immunization. A student who becomes ill at school must report to the office; the student can be checked into the Medical Room or a parent will be contacted and the student will sign out and go home.

What Does It Mean When You Get an "I" On Your Report Card?

An "I" means *incomplete* or *in progress*. The intended learning outcomes for that course have not yet been met. The student's responsibility is to complete outstanding work by the set timeline and access learning support sessions.

Students not able to meet the learning outcomes of the course, will be issued a failing grade. In some cases teachers will indicate that an "I" means you may continue on in the course next year. However, in most cases, the "I" will be converted by the end of the next reporting period or at the latest by the end of the school year.

Policy for Deadlines for Completion of Assignments and Tests and the Use of the Incomplete "I" Grade

Course outlines that list the course outcomes and class expectations will be shared with students at the beginning of the semester. Students should know, in advance, when assignments are due or tests are to be written. Teachers will use their professional judgement when setting dates to avoid conflicts with other major tests. Students are expected to complete assignments and write tests on the assigned days. Learning to meet deadlines is an important lesson in life.

An Incomplete mark will be assigned only when a student has a legitimate reason for missing a deadline. When a student has a legitimate excuse, the teacher may choose to extend the assignment deadline or to allow the student to make up the test during the next Learning Support Time Tuesday through Friday after school, or other similar procedure according to departmental policy. The student will be consulted on the extension. Students with special circumstances will be accommodated according to the information included in the Individual Educational Plan.

Withdrawal from Course? Timetable Changes

We expect students to make carefully considered decisions regarding timetable requests and expect students to fully commit to those courses. The school may not be able to accommodate timetable changes as the timetable is created based on the choices students indicated on their course selection form. **Course changes may be made up until the end of the first week of the semester.**

Family Trips

While the school recognizes the value of extended family trips or commitments such as provincial team or festival participation, parents must recognize that missing classes may have an impact on academic achievement. Due to the quantity of work covered and the diversity of instructional techniques used in each class on a semester system, extended trips may result in gaps in knowledge or skills that are difficult to fill with make-up assignments. It is the student's responsibility to give advance notice to the teacher(s) and when possible get assignments prior to departure. For lengthy absences, students may be required to withdraw from the course and complete it through South Island Distance Education School (SIDES).

Cafeteria Services

The Cafeteria offers snacks at morning break and hot meals at lunchtime for a moderate cost. Pre-paid \$25 Lunch Cards are available which ensures lunch money is spent on nutritious food. Cafeteria service is NOT available during class time.

Request to Leave School

Requests to leave school during class time must be covered by a parental note or phone call to the office stating a valid reason for the request. The note should be shown to the teacher of each class that will be missed. Students are responsible to make up missing work. Students should sign out at the office before leaving and if they return to school after their appointment they must sign in again..

Jobs and School

Students and their parents must think carefully about the impact an after-school/evening job can have on school performance. On the one hand, students can gain much valuable experience as well as welcome financial rewards from a part-time job. On the other hand, a part-time job can absorb much of the student's energy and out-of-class time, possibly impacting academic performance. In addition, where the demands of the job and demands of the school conflict, students find themselves subject to stress, affecting their performance both on the job and in the school. Students and parents may find themselves in a situation where the priority of school or job will have to be determined. In those cases where the school feels that a part-time job and school work are in conflict, counsellors, subject teachers, or the school administration will contact both student and parents in order to resolve the problem.

Cars, Bicycles, and Motor Bikes

The school is not responsible for loss of or damage to any of the above while on school property. Students are required to have bicycles identified for security purposes and to have bikes locked in bike racks. Bikes are considered to be motor vehicles and therefore should only be used on roads.

Any motor vehicle entering the school grounds must have a valid BC license and the operator must have a valid BC driver's license. All students who wish to bring vehicles to school must fill in a registration form and obtain a parking sticker from the office to be displayed on the lower left side of the windshield. Student cars found in areas other than those designated for student parking, and any vehicle without a parking permit, may be towed at the owner's expense. Students are not to park in parking spots designated for visitors, for handicapped drivers or for staff.

Students are responsible for helping to keep the parking area clean and tidy. *Students are NOT permitted in the parking lot or in their vehicles during class time.*

Lost and Found

Parkland will not be responsible for lost, stolen or broken items. All possessions left at the school are left at owners' risk. Found articles are turned in to the office and held for two weeks. If the articles are not claimed, they are eventually donated to a needy charity.

Electronic Devices

Electronic devices (cell phones, iPods, etc.) are permitted in the classroom only with prior teacher approval.

Money

Do NOT bring large sums of money to school. If for some reason you have to, turn it in at the office so that it can remain in the school's safe for the day. The school cannot be held responsible for any losses.

Telephone

A pay telephone is available for student use. Office phones may only be used by students in cases of illness or emergency. As the office staff is extremely busy, they are not required to accept personal calls for students except from a parent or guardian.

School Dances

School dances are held under the sponsorship of the student government. Our dances are for the enjoyment of the student population and are successful, in part, due to some clear guidelines:

- students with unexcused absences during the week leading up to the dance may be denied access to the dance
- absence from any classes on the day of a dance will result in the student NOT being able to attend the dance. Note: The cost of the ticket will NOT be refunded
- advance ticket sales only (tickets are non-transferable/non-refundable)
- doors close 30 minutes after dance begins
- no gum or outside food/drinks permitted
- no in/out privileges
- if guests are permitted, they must be pre-approved (hosts are responsible for behaviour of guests) -- only one guest ticket per student
- safe behaviour – includes a ban on moshing
- inappropriate behaviour will result in immediate removal from the dance and future access may be denied for up to one year. School consequences will also be applied in accordance with school policies
- five days or greater than five day suspension or drug and alcohol related suspension may result in the student not being able to participate in school dances for one calendar year

Visitors

All visitors entering the school for any reason must check in at the office. Students are not permitted to bring guests to school to attend classes unless a prior arrangement has been made with the school administration. Parkland students are not permitted to be present at another school site during the day, unless it is part of a scheduled school activity.

Library Learning Commons

The library learning commons is available for students from 8:00 a.m. to 3:30 p.m. daily. The learning commons is an excellent area to research assignments, work on homework, or find a good novel to read. Students have access to a wide variety of print, non-print, and electronic resources such as books, newspapers, magazines, videos, and the Internet. The library staff is available to assist students in developing research strategies and information skills.

STUDENT SUPPORT/GRADUATION PROGRAM

Counselling

The counsellors are ready to help students with academic, vocational, social or personal issues. An appointment with a counsellor can be made by directly contacting a counsellor by emailing, calling directly or for students by signing up on calendar outside the counsellor's door.

Graduation Requirements

For more information, contact the school counsellors, or go to the Ministry of Education's website, at:

<http://www2.gov.bc.ca/gov/content/education-training/k-12/support/graduation/changes-to-graduation-years-requirements>

Students graduating after June 30, 2018 are on the new Graduation Program. To graduate, they require at least 80 credits total.

Of these 80 credits:

- At least 16 credits must be at the Grade 12 level, including a required Language Arts 12
- At least 28 credits must be elective course credits
- 52 credits are required from the following:
 - Two Career Education courses (8 credits total)
 - Physical and Health Education 10 (4 credits)
 - Science 10 (4 credits), and a Science 11 or 12 (4 credits)
 - Social Studies 10 (4 credits), and a Social Studies 11 or 12 (4 credits)
 - A Math 10 (4 credits), and a Math 11 or 12 (4 credits)
 - A Language Arts 10, 11 & 12 (12 credits total)
 - An Arts Education 10, 11, or 12 and/or an Applied Design, Skills, and Technologies 10, 11, or 12 (4 credits total)

In addition, students on the new Graduation Program must also complete two new graduation assessments aligned with the redesigned curriculum – one in literacy and one in numeracy:

- Graduation Numeracy Assessment
 - The Graduation Numeracy Assessment was introduced in 2018
 - January 2018 - managed implementation with small subset of students
 - June and August 2018 - full provincial implementation
 - Students who have already taken the Math 10 provincial exam may use it to satisfy the Graduation Numeracy Assessment requirement
- Graduation Literacy Assessment
 - The Graduation Literacy Assessment will be introduced in January 2020
 - Students who have already taken a Language Arts 12 exam may use it to satisfy the Graduation Literacy Assessment requirement
 - All students graduating in the 2018/19 school year will take a Language Arts 12 course and associated provincial exam to satisfy this graduation requirement

Note on Career Life Education: For 2018/19, the following career education courses will be used in all BC schools:

•Career Life Education

•Graduation Transitions

For 2019/20 and beyond, the following career education courses will be used in all BC schools:

•Career Life Education

•Career Life Connections

Students on the new Graduation Program will be able to meet the career education graduation requirement with any of the following combinations:

•Planning 10/Graduation Transitions

•Career Life Education/Graduation Transitions

•Planning 10/Career Life Connections

•Career Life Education/Career Life Connections

The following courses are required:

• A Language Arts 10	4	Skill 10, 11 or 12	4
• A Language Arts 11	4	• Planning 10	4
• A Language Arts 12	4	• Graduation Transition Requirement	4
• Social Studies 10	4	• Grade 12 Level Elective Courses	12
• SS 11/Civics 11/BCFN 12	4	• Additional Electives Grade 10, 11 or 12	16
• A Science 10	4		
• A Science 11 or 12	4		
• A Mathematics 10	4		
• A Mathematics 11 or 12	4		
• Physical Education 10	4		
• A Fine Arts or Applied			
		TOTAL	80

All Ministry-Authorized and Board/Authority-Approved courses count.

Honour Roll

Honour Roll recipients of the previous year are announced each fall. Honour roll is determined using semester 1 and semester 2 final marks. Only Parkland courses are used for the calculation. Students must have completed a minimum of 6 Parkland courses during the school year.

Honour Roll

Grade 9: An average of 'B' or better in every course and a solid record of effort.

Grade 10-12: An average of 80% or better in every course and a solid record of effort.

Principal's Honour Roll

Grade 9: Students must have received 'A' in every course and a solid record of effort.

Grade 10-12: An average of 90% or better in every course and a solid record of effort.

External Courses

External courses are courses offered outside the BC School System that cover a recognized set of learning outcomes not covered by Ministry Authorized senior secondary courses. The credit value for such courses or programs may be included in a graduation package on the same basis as school courses. A list of all external credentials that count for Graduation Program credits can be found at http://www.bced.gov.bc.ca/graduation/external_courses.html. See Ms. McNamee for more information.

Post Secondary Entrance Requirements

Parents and students have numerous questions regarding post-secondary entrance requirements at the secondary level. To help answer these questions here are some email addresses:

- Camosun College Home Page www.camosun.bc.ca
- Guide to all Canadian universities, colleges and a variety of aspects of student life www.campusaccess.com
- School search engine for Canadian colleges and universities www.studyseries.com/
- BC Ministry listing of BC universities and colleges home pages <http://www.aved.gov.bc.ca/institutions/welcome.html>
- Guide to post-secondary in BC www.bctransferguide.ca
- Web application to BC post secondary <https://apply.educationplanner.ca>
- Information and applications for Language Proficiency Index (required for many colleges and universities <http://www.lpitest.ca>)

Scholarships

Parkland students have been very successful in winning their share of scholarships and bursaries. Senior students are given detailed information about scholarships at an assembly held early in the school year. Students with good academic records in senior academic courses or in senior non-academic electives should study the literature available in the Counselling area and Learning Commons about available scholarships and contact a counsellor for more specific information. Many scholarships require that students have been significantly involved in voluntary community service.

South Island Distance Education School (S.I.D.E.S.) - Distributed Learning Courses- Please see Ms. Anderson for more information.

Evaluation of Students

Parkland student report cards will be issued mid November, mid February, late April, late June. Mid-way through each quarter, or whenever teachers deem it necessary, interim reports can be sent to a student's home indicating the student's progress. Student achievement, work habits, and attendance will be indicated both on interims and reports. Letter grades follow the provincial scale outlined on the back of the report card document. Students missing assignments or tests due to illness or absences are asked to make up for missed work. It is the student's responsibility to complete the work within the time limit given. The symbols E (excellent), G (good), S (satisfactory), N (needs improvement) will be used by teachers to indicate the work habits which a student has displayed throughout the term.

If an interim report or report card indicates that your son/daughter is having difficulty, please contact the teacher to obtain periodic updates, attend the scheduled parent meetings or request a parent/teacher conference.

School Promotion Policy

Students are promoted by course, not by grade. The minimum passing mark required is made clear to students and parents at the start of the course. Students must repeat a course in which they receive a failing grade before proceeding on to the subsequent course.

Parkland Grad Recognition Ceremony Requirements

Graduates need to be in a graduating position at the start of semester two if they wish to participate in the Graduation Ceremony. This means that they must have already met the graduation requirements, or be enrolled in classes that will satisfy the requirements. Any SIDES courses that are required to meet graduation requirements must be at least 70% completed by May 1. Students may be dropped from the Grad list if they are not progressing satisfactorily in courses required for graduation. Students will be removed from graduation eligibility (the Grad List) if they drop a course in Semester Two and have fewer than the 80 credits necessary for graduation. Students may also be removed if they are not progressing satisfactorily in courses necessary for graduation.

Guidelines for Participation in Grad Ceremony

- All students can take part in the grad ceremony providing they have met grad requirements (Dogwood or Evergreen Certificate).
- A student may only participate in one Parkland graduation ceremony.

What If You Don't Make the Grad List?

You must submit a letter of appeal to the principal if at any time you are deemed ineligible to participate in the Graduation Ceremony. The appeal letter must be received by the principal by May 15.

Guidelines for Participation in Grad Dinner/Dance

- All students who qualify for grad can take part in the dinner/dance and are entitled to purchase a ticket for themselves and a guest (providing space is available for guests).
- Grade 12s who have not met grad status may attend the dinner/dance as a member of the grad class.
- Grads may only purchase one guest ticket.
- The privilege of attendance at the Grad Dinner/Dance may be revoked as a result of inappropriate behaviour and/or suspension
- Guests of grads may be refused by the administration. They may be refused if they have not met previously stated criteria or if they had a poor school (attendance/conduct) relationship, community relationship, and/or demonstrated non-compliance with a reasonable direct request.

Educational and Career Planning

The Teacher Advisor Group (TAG)

The Teacher Advisor Group at Parkland allows each student to have direct contact with one staff member throughout the student's years at Parkland School. The advisor is also able to guide the student towards personnel who can be of special help in difficult situations. The Advisory block referred to as TAG (Teacher Advisory Group) is intended to help increase communications between home and school.

Career Programs

Ms. McNamee, Career Counsellor, is able to help students with academic and vocational problems. An appointment can be made by direct contact or by phoning 250-655-2715. The Career Counsellor assists students in selecting possible careers by: Providing individual career counselling.

- Providing group career counselling.
- Having career information and training requirements available for students in the career centre.
- Arranging to have representatives from post secondary training institutions visit the school to meet with students.

Work Experience Program

In Work Experience, students will be placed in a work environment related to their interests. This experience will help students to evaluate their present interests and abilities and may assist them in deciding upon their future goals.

The major advantages of Work Experience include:

1. Students gain 4 - 8 credits towards their graduation requirements;
2. Students are provided an opportunity for obtaining permanent employment at the established job site;
3. Workplace-based training can be useful in securing future work references and contacts;
4. Students become proficient at building interpersonal relationships in the workplace.

If interested, please see Ms. McNamee, Career Counsellor.

Graduation Transition

All BC secondary school students in grade 12 must demonstrate they have met the following requirements for:

Personal Health - maintain a personal health plan and participate in at least 150 minutes per week of moderate to vigorous physical activity (see below for more info).

Community Connections - participate in at least 30 hours of work experience and/or community service and describe what was learned.

Career and Life - complete a transition plan and present significant accomplishments. Grade 12 students will have a Grad Transition interview in April of their graduating year.

Daily Physical Activity (DPA) Requirements

Inactivity among children and youth is increasing in Canada, and even though British Columbia is one of the most active provinces, a large number of BC children are not active enough to achieve health benefits. It is important for all students to participate in quality physical education classes and school-based physical activities that contribute positively to their health and development. Encouraging children to build physical activity into their day helps them acquire the knowledge and attitudes of how to be physically active for life.

All B.C. students are required to participate in daily physical activity. The ActNow BC website is available to help schools, students and parents understand some of the healthy options currently available to them. Visit the ActNow BC website and the Activity Challenge at www.actnowbc.ca. For more information on DPA including Tracking Tools, please see <http://www.bced.gov.bc.ca/dpa/>.

Requirements:

Students must document and report a minimum of 150 minutes per week of physical activity at a moderate to vigorous intensity, as part of their Graduation Transition program. Boards /Authorities are responsible for providing options to give students a number of choices for how they will meet the daily physical activity requirements at school, at home, and/or in the community.