

BROOKS SECONDARY SCHOOL

5400 Marine Avenue
Powell River, B.C. V8A2L6
Telephone: 604 483-3171
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STUDENT HANDBOOK 2009-2010



Principal: **Ms. K. Rothwell**
Vice-Principals: **Mr. S. Formosa; Mr. R. Perrault**

COUNSELLORS:
Mr. T. Marciniak
Mrs. A. Burt

This agenda belongs to:

Name _____
Address _____
City/Town _____
Postal Code _____ Phone: _____
Student No. _____ Homeroom No: _____

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SCHOOL CALENDAR 2009 - 2010

<i>September</i>	8	<i>School Begins – 9:00 a.m.</i>
	17	<i>Family BBQ and Meet the Teachers</i>
	24	<i>School Photos</i>
	25	<i>Pro D Day</i>
<i>October</i>	7	<i>Interim Reports mailed</i>
	12	<i>Thanksgiving Day</i>
	14	<i>Early dismissal at 2:15 p.m.</i>
	23	<i>Student/Parent-Teacher Interviews 6:30 – 8:30 pm</i> <i>Pro D Day</i>
<i>November</i>	10	<i>Last day of Term 1</i>
	10	<i>Remembrance Day Assembly</i>
	11	<i>Remembrance Day Holiday</i>
	19-21; 26-28	<i>Brooks' Musical</i>
	24	<i>Beyond Brooks</i>
25	<i>Report Cards Issued</i>	
<i>December</i>	18	<i>Last Day of Classes Before Winter Vacation</i>
	21– Jan 1	<i>Winter Vacation</i>
<i>January</i>	4	<i>School reopens</i>
	8 - 9	<i>Banff Film Festival</i>
	15 - 16	<i>Jazz Dinner</i>
	22	<i>Semester 1 – last day of classes</i>
	25 - 29	<i>School and provincial exams</i>
<i>February</i>	1	<i>Pro-D Day</i>
	2	<i>Semester 2 begins</i>
	3	<i>Torchlight Run</i>
	11	<i>Report Cards issued</i>
	15-18; 22-24	<i>Festival of the Performing Arts</i>
	19-21	<i>P.R. Film Festival</i>
24	<i>Interim Reports mailed</i>	
<i>March</i>	1-2	<i>P.R. Film Festival</i>
	3	<i>Early dismissal at 2:15 p.m.</i>
		<i>Student/Parent/Teacher Interviews 6:30 – 8:30 pm</i>
	5	<i>Last day of classes before Spring Break</i>
	8 - 19	<i>Spring Break</i>
22	<i>School reopens</i>	
<i>April</i>	2	<i>Good Friday</i>
	4	<i>Easter Monday</i>
	16	<i>Last day of Term 3; Oyster Fest</i>
	29	<i>Report Cards issued</i>
<i>May</i>	24	<i>Victoria Day</i>
<i>June</i>	08	<i>Awards – Grades 9, 10, 11</i>
	09	<i>Pro D Day</i>
	11	<i>Grade 12 Awards/Scholarships/Cap 'n Gown</i>
	12	<i>Class of 2010 Celebrations</i>
	18	<i>Semester 2 – last day of classes</i>
	21 - 29	<i>School and provincial exams</i>
	29	<i>Report Card Pick-up</i>
30	<i>Administrative Day</i>	

P.A.C. Meetings 3rd Monday of every month

PARENT INFORMATION

PARENTAL RIGHTS AND RESPONSIBILITIES WHEN DEALING WITH SCHOOL CONCERNS

- A. If you have a concern about your child's education, health or safety at school you should speak to your child's teacher, school counsellor or school principal.
- B. If your concern involves possible serious legal or ethical matters related to "inappropriate" employee conduct, and you feel you cannot discuss the matter with the employee involved, you may contact the principal, Secretary-Treasurer, Superintendent, Director of Instruction or District Principal.

APPEALS

- A. Where the decision of a School District Employee significantly affects the education, health or safety of a student, the student or his/her parents may appeal the decision.
- B. Copies of the District's Appeals Bylaw and appeal forms are available to you at the schools, at the School Board office or at www.sd47.bc.ca (click on Governance, then Appeals Bylaw).

NOTE: The appeal process requires you to have properly consulted the employee(s) involved before appealing. It could result in you presenting your case before the Board of Education.

- C. A student or parent may appeal a decision of the Board of Education to a Superintendent of Achievement (Ministry of Education). Not all Board decisions may be appealed. See the School District No. 47 Appeals Bylaw for further information or go to www.studentappeals.gov.bc.ca.

Respect the confidentiality of all concerned.

Attendance

There is a direct relationship between regular attendance and academic success. Benefits gained from regular classroom instruction cannot necessarily be made up.

Notes from Parents

Please provide a written note in the student's agenda stating the date and the reason for absence.

General Information

If you require general information regarding attendance, teachers, report cards, calendar information, etc., please contact the main office.

Messages

Please do not telephone the school to deliver personal messages to your son or daughter. Let them know about appointments, work, etc., before they leave for school. Please do not call your son or daughter's cell phone during class time.

Counselling

If you want student progress surveys, advice, career information or post secondary information, please contact the counsellors' office.

Contacting Teachers by Email

Email is an efficient method of communicating with teachers at Brooks. Go to the Brooks Secondary website, www.brooks.sd47.bc.ca, click on contact us, scroll down and click on the teacher's name. Please be sure to forward your email address to Pia Vallee (pvallee@sd47.bc.ca) as that will ensure we can send you school information and the newsletter.

Agendas

You should check this Agenda regularly and use it for home/school communication. Students without an agenda will have to arrange for a replacement book and use it. The agenda serves as a hall pass for all students.

It is the student's responsibility to carry the Agenda at all times.

Curriculum

In addition to a rigorous academic program, Brooks also offers a variety of dual credit programs and challenging electives. For more information, please contact any counsellor.

Brooks Secondary Vision

STRIVING TO BE THE BEST

Brooks is a vibrant, diverse learning community which supports and encourages excellence in all aspects of school life. Reach for the stars; pursue your dreams!

At Brooks Secondary we...

- Honour diversity
- Welcome family and community involvement
- Encourage and support risk-taking
- Promote a respectful, high achieving environment
- Provide flexible program delivery
- Offer a broad range of educational programs
- Encourage students and staff to demonstrate leadership
- Educate students and families about post-secondary opportunities
- Value parents as co-educators

Above all, Brooks strives to provide a safe environment for all. To preserve this, all stakeholders need to respect the personal, emotional and material safety of everyone at all times.

SCHOOL GOALS

- Goal #1 To improve the school completion rate by increasing subject completion rates.
- Goal #2 To Increase School Connectedness.

CODE OF CONDUCT

At Brooks:

1. We encourage all individuals to take pride in their uniqueness and in their accomplishments.
2. We respect the rights and property of others.
3. We attend school regularly, are punctual, and are prepared to work to the best of our ability.
4. We contribute in a positive manner to establish and maintain a safe and healthy environment in which all can learn and succeed.
5. We conduct ourselves in a manner that brings credit to ourselves, the school, and the community.
6. We appreciate and understand the differences of others including those of gender, race, and cultural background.
7. We are committed to an orderly and positive school climate. We believe that such a climate is the base upon which we have efficient teaching and learning. Our Code of Conduct is the basis for student behaviour expectations and consequences for misbehaviour.

FOR SUCCESS AT BROOKS

Students:

1. Attend school regularly.
2. Are on time for school/classes.
3. Follow general school rules/procedures.
4. Apply themselves to their work.
5. Follow classroom rules/procedures.
6. Are polite with each other and with staff.
7. Treat school property and equipment with respect.
8. Accept reasonable consequences for misbehaviour.
9. Are respectful of school neighbours and school visitors.
10. Conduct themselves in a manner which will in no way compromise the safety or well being of others.
11. Follow the reasonable directions/requests of all staff.

HOME STUDY

Regular study is essential for success at the secondary school level. Students should develop the habit of doing at least one hour of home study a night. **Study includes preview and review.** All work done during the school day should be reviewed that evening. Starting in September, all students should be bringing home books and agendas daily.

WRITING EXPECTATIONS

All courses at Brooks Secondary will include a writing component. The type of writing varies depending on the course; however, all courses include the expectation that students know and adhere to the standard conventions of English. The following are basic guidelines for good writing:

- establishing a purpose
- using good structure / organization
- writing in complete meaningful sentences
- demonstrating proper mechanics: capitalization, spelling, punctuation
- writing for clarity

GENERAL INFORMATION

School Office

The office is open from 8:00 am to 4:00 pm Monday to Friday. The office staff is always ready to assist you.

School telephone number: 604-483-3171
School fax number: 604-483-3127

Newsletters

A newsletter is regularly distributed with each formal report card. Students are requested to take this bulletin home to share with their parents. Additional newsletters may be distributed throughout the year. Newsletters are available electronically. Please make your email available to the school office staff.

Study Periods

Students on study periods are required to be working on school assignments in the library or cafeteria, and must be out of the hall and in one of these locations when the bell rings.

Agenda Use

Students are required to have their agenda planner with them at all times, while at school. Any time students are out of class, they must have their agenda with them and it must be signed by a teacher. As well, it is used for parent notes and teacher remarks. The agenda should also be used for recording homework, due dates, tests and marks. Loss or failure to bring a planner to class is a significant issue. Each student receives one agenda free of charge, but if it is lost, students will be required to purchase another agenda as quickly as possible.

Vending Machines

Beverage dispensers for water and fruit juices are available. Students are requested to return containers to the recycling containers. Any profits from these dispensing machines are returned to the school to support student activities. Students are not allowed to use the vending machines during their class time.

Textbooks

Students are assigned textbooks. There is no rental fee charged; however, a student who loses or damages a textbook will be assessed a replacement or damage fee. Report cards, transcript copies and other important information services will not be provided until textbook charges have been paid. Refunds will be given if lost textbooks are found and returned. **DO NOT WRITE** in textbooks. Check your textbooks for writing when they are issued. Report any damage to the Book Room.

Emails

If you wish to receive information via email, please contact the office with your email address.

Lockers

Lockers are property of the school and the contents of lockers are subject to school supervision. Lockers are assigned during the first week of school. Each locker must have a **combination** lock on it. A lock can be purchased at the office or students may bring them from home. Students are responsible for the cleanliness of their lockers. To avoid loss of textbooks and personal belongings, students should not tell other students their lock combinations. **The school is not responsible for items lost from a locker.** A lost or damaged lock is to be

replaced at the student's expense. Locker damages or problems should be immediately reported to the office.

The school reserves the right to revoke locker privileges for neglect or abuse of the locker. Students can expect the examination of lockers and locker contents at any time.

Students may decorate the inside of the locker as long as what is used meets the following conditions:

1. It can be removed easily.
2. It is in good taste.

Transportation

All school and district rules apply when students use the school district transportation system including buses and ferries. Bus cards will be issued to all eligible riders. It is a privilege to ride a school bus. Students must remain seated and follow the instructions of the bus driver. **Students may not drive their own vehicles or ride with friends to any school curricular functions without a signed consent form available at the office.**

Student Vehicles

Students parking vehicles at the school are asked to keep their parking stall clean from debris and litter. Car owners must obey restricted parking signs around the school and drive with care and safety on or around school property. **Student are not to park in the upper lot at any time.** Parking in unassigned areas could result in removal of vehicle privileges at Brooks. Students are required to park on the lower school lot provided a permit is obtained at the office. There is a \$5 deposit refundable in June. Parking in restricted areas is subject to towing at the owner's expense. Unsafe driving on or near school grounds will be reported to the RCMP and will result in disciplinary action. Students are not to ride in the back of pick up trucks or on top of any vehicle. Students attending school functions must ride in approved vehicles. The school is **not** responsible for damages that may occur to student vehicles while parked on or nearby school property.

Recycling & Litter

Everyone is encouraged to use the containers that are provided for paper and drink containers.

Brooks is your school. Be proud of it. Take care of your school by making sure that the hallways, classrooms and grounds are not littered with discarded paper, lunches, drink cans and other materials. By developing pride in a clean environment, our school will be a better place for everyone.

Lost and Found

Articles found in and around the school should be turned in at the main office where the owners may claim their property by identifying it.

Valuables

Students are warned not to bring large sums of money, electronic devices or valuables to school. During PE class, items such as watches and jewellery should never be left in the changing room. Students are responsible for the care and safety of all their personal belongings. **The school is not responsible for lost or stolen articles.**

Electronic Devices

Electronic devices may only be used in the school during non-instructional time. Cell phones must be turned off and stored away securely while in class. Failure to do so may result in confiscation. Cell cameras are not to be used at any time around the building. The school cannot be responsible for the loss or theft of any electronic devices.

Skateboarding

Skateboarding is not permitted on school property.

Hats

Hats may be worn in the school but students need teacher permission to wear them in classes.

Telephones

A free student phone is available for general student use. The free phone is located near the school office. The office telephone is **not** for general use.

Accidents, Illness, Extended Illness

Any accidents occurring in the school, while on a school function or on school property, should be reported immediately to the office where first-aid treatment and emergency services will be provided, if needed. There is first-aid equipment available in the school, as well as staff with St. John's First Aid training and/or C.P.R. training.

If necessary, a ride will be provided to the hospital or an ambulance will be called. In the case of a serious accident, every effort will be made to contact the student's parents and physician. If students become ill during the school day, contact the office and arrangements will be made for you to go home. **If you are ill for an extended period of time, inform the school office and counsellors so that Home/Hospital teacher services may be provided.**

Students who become ill while at school must not leave without notifying the office and signing out.

Course Changes

A request to change a course must be based on educational reasons. Changes can only be made where class size permits.

If a Course Change is Necessary

You must attend the assigned course until your transfer is officially made by the Counselling staff.

1. Complete a "Student Course Change Request Form", available in the Counselling Area, and have it signed by a parent or guardian.
2. Return the completed form to the Counselling Area. Students will be notified if the change is authorized.

If you are permitted to transfer into a new course, you may be able to make up the work missed or meet conditions agreed to with the receiving teacher.

Withdrawing from School

If you are leaving school, either transferring to another school or withdrawing, see a counsellor to fill out a Withdrawal/Transfer form. Textbooks must be returned and records updated. Students will be expected to pay for lost or damaged textbooks.

PE Requirements

All students must have shorts or sweat pants, a t-shirt and running shoes for all PE classes. Students unable to participate in PE for an extended period of time must bring a medical note from a physician which clearly states dates or time periods when PE classes are to be missed. In such cases, students will be assigned theory work on a PE topic related to the class activities.

SCHOOL RULES

School and District Rules

It is the personal responsibility of each student to be aware of and to abide by the policies and procedures of our school. The school rules and school district policies and regulations apply to students on the way to and from school or school district activities, while attending school activities, and when on the premises or in the vicinity of any District school.

Core Classroom Rules

1. Students are to be in their seat with materials when the bell rings to start the class.
2. Incidental student dismissal from class is at the discretion of teachers.
3. No food or drink (except water) is allowed in class unless the teacher gives permission.
4. Swearing is never appropriate.
5. No headphones, music or game devices, cell phones or cameras are allowed to be used during class time.
6. Students remain in their seats until the final bell rings.
7. If absent, a student must bring a note in his/her agenda signed by a parent giving a reason for the absence, to the next class.

Attendance

The School Act and School District Policy state that students are expected to attend all classes. There is a direct relationship between regular attendance and academic success.

Class attendance is taken every period. The school will attempt to notify parents regarding missed classes. Parents are requested to provide a written note in the student's agenda stating the date of and the reason for absence.

Students absent from class are responsible for obtaining and completing assignments missed.

Skipping

Skipping is defined as "absence from a class without valid reason". For example, shopping trips, sleeping in, going to work and doing homework for another course are not valid reasons for absence from class.

Work missed due to skipping cannot be made up, therefore the student will receive zero for all work covered during the absence. Repeated absence without valid reasons may result in withdrawal from classes/school.

Lates

Students not in the classroom before the bell are considered to be late. Students repeatedly late will be disciplined with escalating consequences by the school administration.

Early Dismissal

In some cases it becomes necessary for students to leave school before the end of school day. Students wishing to leave school early must provide the office with parent/guardian's written permission for early dismissal and, if approval is given, must sign out of the office. Thank you for providing this written request for dismissal.

Computer Use

Students must be aware of and follow all school board policy and regulations regarding the district electronic network. Students violating policies may have their accounts suspended or be subject to escalating discipline. This includes students accessing hate literature, pornography and chat line sites. Games are not to be played on the computer systems.

Extra Curricular Activities, Work Habits and Team Travel

Students are encouraged to participate in extra-curricular activities. Teams, clubs, and groups can be organized to meet the needs of students who wish to become involved in any activity suitable for a secondary school.

Students with poor work habits or serious conduct infractions may be restricted, by school administration, from travelling with school groups representing the school.

Personal Appearance

During the school day, Brooks Secondary is the students' work place. Students are expected to dress in a manner appropriate for a school learning environment. Cleanliness and good taste should form the basis of decisions regarding this matter. Clothing that has references to drugs, sex or alcohol or references that are rude or vulgar is considered inappropriate. Students wearing questionable clothing will be asked to change and stop bringing such clothing to school.

Safe Schools (Fighting, Harassment, Bullying, Aggressive Behaviour)

At Brooks, all forms of physical violence, harassment and bullying are unacceptable and will not be tolerated. This includes any efforts to cause harm or discriminate against another person based on, but not limited to race, religion, gender, physical or intellectual disability, marital or family status, sexual orientation or age. Students involved in fighting, harassing, bullying or discriminatory harm are subject to disciplinary action including suspension or possible expulsion from school. The school will make counselling services for fighting and harassment prevention accessible to students.

The school expects that all students will treat each other with respect and courtesy and conduct themselves in a manner that will promote safety and security for all within the district.

The school considers acts which cause distress to another individual as being inappropriate and will investigate these situations. Such actions include threats and other verbal aggression such as name calling, discrimination, intimidation, and physical aggression.

A student who is threatened, intimidated, or emotionally or physically assaulted is encouraged to notify a teacher, counsellor, or the administration.

Vandalism, Property Damage, and Theft

Students who damage, destroy, vandalize, or steal school property or the property of others will be required to pay for losses or damages. Students who willfully or maliciously destroy school property will be suspended. If a student should happen to damage something by accident, he/she should report it to a teacher or the office immediately. Students and their parents are liable for damage according to the School Act.

Tobacco Products

District policy designates all school buildings and school property as tobacco free areas. Students are not to use tobacco products (including chewing tobacco) on school grounds at any time. Violations will result in discipline ranging from warnings to suspension.

Snowballs/Fireworks

Throwing snowballs while under the jurisdiction of the school district is **STRICTLY PROHIBITED** due to safety concerns. Students who are observed throwing snowballs may be suspended from school. The same applies to students involved in setting off fireworks. Fireworks are not to be brought to school or to any school related activity as they are a threat to student safety.

Weapons

Any weapons or objects used as weapons are strictly prohibited at Brooks. Possession and/or use will result in a minimum of suspension.

School Visitor's Policy

Anyone visiting Brooks Secondary School must immediately check in at the school office and indicate the purpose and/or business involved in their visit. The B.C. School Act, Section 177, prohibits trespassing in public school buildings and grounds.

Students are not to invite friends or acquaintances to visit them at school. Only Brooks students should be on or near the Brooks grounds during the day.

Brooks students are not welcome on the campuses of other district schools during the school day.

Drugs and Alcohol

Students who use, are under the influence of, distribute, sell, offer to sell or possess drugs and alcohol will be suspended from school. In accordance with School District regulations:

- a) First offence = one month suspension;
- b) Second offence = suspension in excess of one month
- c) Third offence = permanent expulsion.

Consequences for unacceptable conduct or behaviour

Consideration is given to the age and maturity of the student as well as intellectual, social and emotional capacity of the student along with the nature and frequency of the unacceptable behaviour.

Consequences when appropriate will be thoughtful, consistent and fair. They will seek to prevent a recurrence of the offence and teach acceptable social behaviour.

Suspensions

Students who are involved in serious infractions may be suspended from school. An out-of-school suspension can be of any length. However, if the suspension is for an indefinite period, re-entry conditions will apply or a meeting will be held to discuss other educational options. While on an out-of-school suspension, students are not permitted to participate in school activities. Also, students are not allowed on any school property during this time. It is the responsibility of the student to complete any work provided by the school.

Detentions

Students who disobey school rules may be referred to the detention room by a school administrator. Detentions will be scheduled on weekdays at lunch time or Tuesdays and Thursdays after school. Transportation from school on these days is the responsibility of parents. Students must be prepared, be on time and ready to work on school work during this time. Failure to serve the detentions may result in suspension.

EMERGENCY PROCEDURES

Fire Alarms

In the case of fire alarms, follow the teacher's instructions. Ensure that all doors and windows are closed and leave the building by the appropriate exit. Stand well clear of the building. Re-enter when a PA notice or visual signal is given to class.

During any power outage, students are to remain in class with doors open to light the halls. If the power outage occurs during breaks or before school, students and teachers should proceed to their next scheduled class.

Earthquakes

At the first sign of an earthquake, students are to take cover immediately under a desk facing away from windows. If cover is unavailable, students should stand with their backs against a load bearing wall. When the shaking stops, students should follow the instructions of their teacher and evacuate the building as in a fire drill. They must remain outside the building until further instructions are given.

Lockdown

Procedures are established and practiced. In the interests of safety, students will be prohibited from receiving cell phone calls during practice or in an authentic situation.

GRADUATION REQUIREMENTS

Graduation is looked upon as the culmination of a secondary education. It is a goal every student has in sight, however, it should be seen not as the only goal, but rather as one in a series of goals. School is more rewarding to those who put forth their best effort to achieve this goal.

You should be very familiar with the requirements for graduation as they influence the course planning decisions you make during your last three school years. To graduate, you must earn a minimum of 80 credits of:

Grade 10

Language Arts 10*	4 credits
Social Studies 10	4 credits
Science 10 course*	4 credits
A Mathematics course*	4 credits
Physical Education 10	4 credits
Planning 10	4 credits
Two Grade 10 Electives	4 credits

*French Immersion students must also select
Francais Langue 10 and Francais Communication 10*

Grade 11

Language Arts 11	4 credits
Any Social Studies 11 course*	4 credits
Any Science 11 course	4 credits
Any Mathematics 11 course	4 credits

Grade 12

Language Arts 12*	4 credits
Grad Transition Plan	4 credits

Fine Arts or Applied Skills in Grade 10, 11 or 12 4 credits

7 Elective Courses
(at least 3 must be Grade 12, the others may be
Grade 10, 11 or 12) 28 credits

Total 80 credits

*denotes Ministry of Education Final exam

REPORTING AND EXAMINATIONS

Reports and Student Progress

Students will receive one informal and two formal reports each semester. Formal Reports will be issued in November, February, April, and June. Interim Reports and/or interviews will occur in October and March. Parents may request additional progress reports by contacting the school counsellors and arranging an interview with subject teachers. FINAL MARKS are indicated by letter grade and percentages on the reports which are issued in February and June. Marks from provincial exams are available electronically at the end of February and July. www.bced.gov.bc.ca/exams

Promotion

Students are advanced to the next level on the basis of subject promotion. Provided that a student meets the requirements of a particular course, that student will proceed to the next level (i.e. English 10 to English 11). If a student does not meet the course requirements, the course must be completed or repeated before credit is awarded.

Grading System

<u>Grades on Reports</u>	<u>Work Habits</u>
A 86-100% Excellent Achievement	G - Good
B 73-85% Very Good Achievement	
C+ 67-72% Good Achievement	S - Satisfactory
C 60-66% Satisfactory Achievement	
C- 50-59% Pass	N – Needs Improvement
I 0-49% In Progress - The student is making progress but it has been determined that additional time is required to meet the learning outcomes for the course or subject and grade.	
SG Standing granted: where completion of normal requirements was not possible but credit was granted on the basis of adjudication <u>by the school</u> for non-government examinable courses.	

Examinations

In-class Tests

In almost all courses, in-class tests are set by the teachers and the results are used in determining report card marks. The following policies apply to these tests:

1. If a student is absent for an in-class test and the reason for the absence is unexcused, the student may get a zero.
2. Policies for having students make up missed in-class tests will be established and made known to students.
3. Major tests will be made up outside of class time.
4. Tests will be made up within a reasonable time period as determined by the teacher.
5. If a student is dissatisfied with the way the test is marked, he/she will see the teacher outside of class time.

School-wide Formal Examinations

Formal exams will be held twice a year, in January and June. The mid-year exams end course work for the first semester. The June exams end the course work for the final semester. All students write the scheduled exams on the dates specified.

Any student who is required to write the final examination and fails to do so will be given a zero. The only exceptions to this rule are for students who:

1. miss a final examination for medical reasons which are supported by a doctor's letter; OR
2. make arrangements with the school administration before the exam.

WE CANNOT ACCOMMODATE CHANGE OF EXAM SCHEDULE FOR VACATION PURPOSES.

Disciplinary problems at semester end resulting in suspension may require the student to write exams at a later date.

Graduation Program (Provincial) Examinations

All students taking the following subjects must write the provincial examinations in January or June:

Communications 12	English 12	FRALP 12
FRALP 10	Social Studies 11	BC First Nations 12
English 10	Math 10	Science 10

Provincial Exam Dates and Times are Fixed and Unalterable.

The grade 10 and 11 provincial exams count for 20% of the students final grade. The grade 12 provincial exams count for 40%. A student who misses a provincial exam for any reason should contact the school administration immediately.

Cheating

Students found to be assisting or receiving any assistance with assignments, class tests, quizzes or exams will receive zero for the assignment. **Plagiarism is a form of cheating.**

STUDENT RECOGNITION AND AWARDS

Each term students are recognized for scholastic performance and effort. In addition, student teams, clubs and service groups are recognized. In June the school holds a year-end awards assembly where students receive recognition in a variety of areas.

Honour Roll

Each term, students are awarded Honour Roll status on the basis of their Grade Point Average (GPA).

Calculation of the Grade Point Average will be done by averaging the results of term marks. It is the average of all subjects for each term.

Principal's Honour Roll:

Recognizes students with a GPA of 85% to 100%.

Honour Roll:

Recognizes students with a GPA of 75% to 84.5%.

Scholarships

Awards are held each year to announce the grade 12 winners of provincial and local scholarships. The recipients receive money to help pay for their post-secondary education.

Additional information about the Honour Roll, Awards, and Scholarships is available from the Counselling Area.

STUDENT SERVICES

Powell River Services for Youth	
Youth Drug and Alcohol Services	(604) 485-3300 Ext 4415
<u>Birth Control and/or Pregnancy counselling:</u>	
Birthright	(604) 485-2832
Options for Sexual Health	(604) 485-3310
Public Health	(604) 485-3310
Child Abuse/Neglect-Ministry of Children & Families	(604) 485-0600
Children Who Witness Abuse Program	(604) 485-6968
<u>Counselling:</u>	
Individual & Families -	
PR Child, Youth & Family Services	(604) 485-3090
Sexual Abuse Counselling - PR Child,	
Youth & Family Services	(604) 485-3090
Crime Victims' Support:	
RCMP Victims' services, for victims of all crimes	(604) 485-3415
Specialized Victim Support (spousal & sexual crime)	(604) 485-2620
Family Support - Families with children/youth with special needs	
PRACL...	(604) 485-6411...ext.23
Parent-Teen Mediation	(604) 485-3090
School District Special Services	(604) 485-6271
(Psychological, Speech & Language, Physiotherapy, School/Family Programs)	
Sliammon Youth Crisis... Day	(604) 483-3009...
Evening	(604) 483-2096
STD/HIV(AIDS) Confidential Testing...Public Health	(604) 485-3310
Suicide response...PRChild, Youth & Family Services	(604) 485-3090
Young Parents	
Babies Open New Doors (BOND)	(604) 485-2604
Learning House Daycare & Outreach	(604) 485-4060
Young Moms Support Group.PR Child, Youth & Family Services	(604) 485-3090

Counselling

A student may choose to see any counsellor. Appointments are not necessary but they are advisable and may be made in the Counselling Area. Students are welcome to use the facilities available in the counselling area.

Services Offered:

- counselling for personal problems/concerns
- course counselling and program planning
- information on graduation and university/college entrance requirements
- information about and referral to community resources
- financial assistance
- career exploration assistance, interest testing
- will discuss complaints or suggestions regarding any aspect of the school
- free photocopying of career and portfolio materials
- assistance completing forms and applications
- information about Grad and Scholarships

Personal Health & Safety of Others

If you have concerns or become aware of someone you know who may have their personal health or safety at risk, please contact the counsellors or administrators so assistance might be provided. During the year the pressures of school, home, friends and community can sometimes generate a great deal of stress on students. Your awareness and actions might help a friend or fellow student in the school.

Financial Assistance

Brooks is fortunate to have a grant from the Kiwanis Ian Cowan Fund which makes money available to any student in financial need. With the consent of the parent or guardian, assistance has been given for such things as school supplies and course materials. Students may make requests for financial help through a counsellor.

Work Experience Program

The Work Experience Program provides an opportunity for students to visit an actual work place in order to find out more about a career choice. Visits can last from a few hours of observation to five days of hands-on experience. Examples are a few hours observation in an accountant's or lawyer's office, three days with a mechanic or cook or five days with a preschool teacher or veterinarian. See Mr. Palm in the Work Experience office if you are interested. All students must do 30 hours of work experience in order to graduate.

Graduation Transition (GT----10)

- **150** hours of physical activity **beyond** PE 10
- A graduation transition plan that will help students set goals for post-secondary education or career pursuits (a student guide will be available to all students)
- **30** hours of work experience and/or community service. (Consult with the Career and Education Coordinator)

Students who meet the standards will receive **four credits** that count toward graduation.

Extra-Curricular Activities

Students are encouraged to participate in the extra-curricular program. Teams, clubs, and groups can be organized to meet the needs of students who wish to become involved in any activity suitable for a secondary school. A staff sponsor is required.

We are proud of our extra-curricular program and hope that you will become involved and help maintain the fine traditions of Brooks Secondary School. The following is a list of a few teams, clubs, and activities that may operate at Brooks:

Note: Students with poor work habits or serious conduct infractions may be restricted by school administration from travelling with school groups representing the school.

Team:	Volleyball	Basketball	Soccer
	Swimming	Badminton	Golf
	Tennis	Track & Field	Curling
	Gymnastics		

Clubs:	Yearbook	Interact	Library	Sawmill/Shops
	Music Council	Student Council	Grad Committee	
	Drag Club	Debating	S.E.A. (Environment)	

THE ADVOCACY PROJECT

Are you having difficulty with an issue in your child's school?

There is help available. Call the Advocacy Project.

The Advocacy Help Line is:

- Confidential
- No cost
- Staffed by trained parent volunteers
- Solution-oriented
- Open to any parent, guardian or student

A 24-hour message center

Advocacy Support line phone number: Leave message at:
604-485-6271 Extension 2254

Working together works for kids

2009-2010 Teaching Staff

Mr. Gerry Anderson	ganderson@sd47.bc.ca	French
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