

 Home > St. Stephen High School > Student Agenda

Page Content

Student Handbook 2014 - 2015

ST. STEPHEN
HIGH SCHOOL

282 King Street

St. Stephen, N.B.

Canada

E3L 4X7

Phone: (506) 466-7312

FAX: (506) 466-7314

<http://sshs.nbed.nb.ca>

PRINCIPAL'S MESSAGE

Welcome back students and staff, a special welcome to the class of 2018. I hope each of you had a restful summer and excitement of the new year. It is my sincere hope that you will find your time at SSHS challenging and enjoyable. I encourage many opportunities available to them both in and out of the classroom.

We have been working very hard to provide a learning community that will allow each student to be successful and reach

MESSAGE FROM SRC EXECUTIVE

Welcome back to our new and fellow Spartans! We would like to congratulate the coming graduates of 2015 and also wish your senior year is amazing, and that you will seize every opportunity given in order to make this year one to remember. Do not hold back and hold your head high as Spartan leaders.

Your SRC hopes that everyone had a great summer and you are all looking forward to starting up the 2014-2015 school year. In the next 4 years many great experiences as you begin your Spartan Journey. To our Graduates of 2015 your journey will be a great one. Hold high your leadership qualities and pass your love of being a Spartan onto those following in your footsteps. In this future given to you to create memories you will treasure for a lifetime.

To the grade 9's we can only say to you "GET INVOLVED" SSHS offers such a wide range of sports, clubs, groups and activities. Joining in sport. These next 4 years will fly by, just ask the seniors in our building about this. Joining new clubs, playing on any of the teams. Everything SSHS has to offer will have you developing new friendships and give you fantastic experiences and pride in being a Spartan.

Your SRC looks forward to the many fun filled activities we will be offering this year. May this coming school year be one to remember.

With Spartan Pride

Your SRC

Anthony Daigle

Tanner Anderson

Lexi Brisley	Mark Jordan
Adam Tanner	Cheyenne Trainor
Morgan Parks	Nick Goleniec
Sarah Brownrigg	Rachel Glynn

ADMINISTRATIVE AND GUIDANCE PERSONNEL

Mr. James P. Waycott - Principal	Mrs. Tricia Calder . - Counsellor
Mr. Adam Harris - Vice-Principal	Mrs. Jennifer Grant - Counsellor
Mrs. Krista Amos - Vice-Principal	

DAILY BELL SCHEDULE

8:20 a.m.Warning Bell
8:21 - 9:26 a.m.Period One
9:26 - 9:31 a.m.Class Change
9:31 - 10:28 a.m.Period Two
10:28 - 10:38 a.m.Break
10:41 – 11:39 p.m.Period Three

11:39 - 12:19 p.m.Lunch
 12:19 - 1:17 p.m.....Period Four
 1:22 - 1:52 p.m.Period Five
 1:52 - 2:02 p.m.Break
 2:05 - 3:01 p.m.Period Six

STUDENT SCHEDULE - SEMESTER 1

Period	Mon	Tues	Wed	Thurs	Fri
8:21 - 9:26 Period 1					
9:26 - 9:31	CLASS CHANGE	CLASS CHANGE	CLASS CHANGE	CLASS CHANGE	CLASS CHANGE
9:31 - 10:28 Period 2					
10:28 - 10:38	BREAK	BREAK	BREAK	BREAK	BREAK
10:41 - 11:39 Period 3					
11:39 - 12:19	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:19 - 1:17 Period 4					
1:22 - 1:52					

Period 5					
1:52 - 2:02	BREAK	BREAK	BREAK	BREAK	BREAK
2:05 – 3:01 Period 6					

STUDENT SCHEDULE - SEMESTER 2

Period	Mon	Tues	Wed	Thurs	Fri
8:21 - 9:26 Period 1					
9:26 - 9:31	CLASS CHANGE	CLASS CHANGE	CLASS CHANGE	CLASS CHANGE	CLASS CHANGE
9:31 - 10:28 Period 2					
10:28 - 10:38	BREAK	BREAK	BREAK	BREAK	BREAK
10:41 - 11:39 Period 3					
11:39 - 12:19	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:19 - 1:17 Period 4					

1:22 - 1:52 Period 5					
1:52 – 2:02	BREAK	BREAK	BREAK	BREAK	BREAK
2:05 - 3:01 Period 6					

ST. STEPHEN HIGH SCHOOL 2014/2015 SCHOOL CALENDAR

(Subject to Change)

SEMESTER ONE

August 25..... Administrative Day

August 26-28..... Administration/Curriculum Days

September 01..... Labour Day Holiday

September 02..... First Pupil Day (grade 9)

September 03..... First Pupil Day (all students)

September 16 (evening).....Grade 9 Parents/Guardians Meet Teachers

September 18.....School Photos

September 27.....Matt Bender Invitational Soccer Tournament
 October 09-10 (no classes).....Professional Learning Days
 October 11.....Nick Desilets Memorial Football Game
 October 13 (no classes)..... Thanksgiving Day Holiday
 October 22, 23, 24.....Grad Photos
 October 24..... First Semester Report Issued
 October 28-31.....Halloween Week
 October 30..... Halloween Dance
 November 04 (no PM classes for Gr. 9 & 10)..... Post-Secondary Expo
 November 05..... Grade 9 Kids to Work
 November 11 (no classes)..... Remembrance Day Holiday
 November 13-14 (no classes on the 14th).....Parent/Teacher Interviews
 November 21-23..... Boys Hockey Flakeboard Tournament
 November 27.....First Semester Reports Issued
 TBA.....JVBoys Courier Invitational Basketball Tournament
 December 12-13.....Varsity Girls Rotary Invitational Basketball Tournament
 December 18Christmas Dance
 December 19..... Last Day of School Prior to Christmas Holidays
 December 19-20.....Varsity Boys Ganong Invitational Basketball Tournament
 January 05 (no classes).....Professional Learning Day
 January 06 School Re-opens
 January 19-23.....First Semester Exams

SEMESTER TWO

January 26-27 (no classes).....Turn-Around Days
 January 28..... Opening Day of Semester Two
 TBA.....JV Girls Invitational Basketball Tournament

St. Stephen High School consists of two programs. The first is the grade 9/10 program, which consists of sixteen courses (school. Students are expected to maintain a minimum average of 60% in all courses. Math and English are full year courses, all other courses are semestered).

As per the department of education guidelines, students not meeting the recommended outcomes at the end of the academic year must successfully complete summer school or repeat individual courses before being placed in the next appropriate grade.

The second program consists of grade 11 and 12. During this program students are individually scheduled in credit courses, they are therefore able to select a maximum of 20 credits over two years. In order to graduate a student must successfully complete 20 credits, including the compulsory courses designated by the Department of Education.

STUDENT EVALUATION

Students in grades 9 & 10 are expected to maintain a minimum 60% mastery level. Evaluation procedures will focus on assignments, portfolios and demonstrations, as well as final exams. Each reporting period will represent the students current level of achievement. A student who receives prior academic value for a particular unit or an entire course may make a request to the administration.

Students in grades 11 & 12 are evaluated with a pass mark of 60%. Each reporting period will represent the students current level of achievement.

A STUDENT MUST COMPLETE ALL ASSIGNED WORK PRIOR TO RECEIVING A FINAL MARK IN A COURSE.

A student who misses an evaluation or fails to submit any major project for reasons not deemed valid will receive an incomplete mark until the work is completed.

HONOURS

Honours' standing is conferred for a course mark of 80% or higher.

Honours' standing is conferred for a year if a student achieves an average of 80% or higher with no failing mark over 20

Honours Society is conferred if a student maintains honours standing each year during Grades 11 and 12. A year is defin

High honours apply to items 1, 2 and 3 but is conferred for a mark of 90% or higher.

ST. STEPHEN HIGH SCHOOL AWARDS

Social Award - Involvement in 3 social clubs and social activities

Social Award With Distinction - Involvement in 9 social clubs and social activities

Managerial Award -The equivalent of 2 years managing a varsity team.

Athletic Award - The equivalent of being a member of a varsity team for 2 years during grades 11 and 12.

Athletic Award With Distinction - The equivalent of being a member of 6 varsity teams during grades 11 and 12.

Honour Society - Maintaining an Honour Standing (80%) during grades 11 and 12.

High Honour Society - Maintaining a High Honour standing (90%) during Grades 11 and 12.

***Students must demonstrate involvement during their senior year in the appropriate category

PARENT-TEACHER CONFERENCES

Parent-teacher conferences are scheduled for each semester and you are encouraged to discuss your child's progress with concerns at any time, please contact the school and make an appointment with the teachers, guidance counselors and/

November 13	7:00 - 9:00 pm	Gymnasium
November 14	8:30 - 11:30 am	Classrooms
March 26	7:00 - 9:00 pm	Gymnasium
March 27	8:30 - 11:30 am	Classrooms

SCHOOL ATTENDANCE

OBJECTIVE

To promote regular attendance at school, thereby insuring that the student obtains maximum benefits from the education.

St. Stephen High School uses an automated telephone system to contact homes each day, when a student has an unexcused absence.

St. Stephen High School will initiate the following interventions with respect to student absenteeism. Depending on the severity of the absence, the school administration will decide to forego any or all of the steps.

After the 6th day/class missed, a letter will be sent home, and the student will be contacted by the appropriate Vice Principal. If the absence continues, appropriate the school student services team will develop and implement appropriate interventions.

After the 12th day/class missed, a case conference may be organized under the direction of the school administration and the student services team. The participation of the pupil and parents is essential. At the school's discretion, this conference could include district involvement.

The case conference will generate clear expectations with agreed-upon consequences. The committee may recommend removal from school.

The student and parent/guardian have a right to appeal any recommendation.

Any absence from school must be documented in the traditional manner by a parental/guardian note delivered to the home of the student or the class.

Students must be in class for 50% of the class period to be marked as present.

EXAM EXEMPTION POLICY

It is recognized that there will be circumstances beyond the control of a student that will cause that student to be absent from school. In such cases, an absence is impossible.

An attendance exemption is a privilege that must be earned based on the following criteria:

A maximum of 5 absences is allowed in any one class. More than 5 absences in any class will result in ineligibility to exempt from the exam.

Two tardies will equal one absence. N.B. The total of five absences and one tardy is too much in one subject. Therefore, a student cannot have more than four absences and one tardy in any one subject.

In the event of a death in a student's immediate family, that student is to contact the Principal or appropriate Vice-Principal immediately. A note will be given to the student with a copy to each teacher concerned. A copy will be placed in the student's cumulative folder in accordance with the school's attendance policy.

School suspensions will count against the student because it is the student's behaviour that caused the suspension.

Students who are absent from subject class because of school sponsored co-curricular or extra-curricular activities or because of a late bus, if the school district is responsible (i.e. late buses) will be deemed present for the purpose of this policy. Any other absences will be counted against the student between those which are acceptable, and those which are not.

It is the student's responsibility to advise the subject teacher before (if possible) or immediately after the absence if the student is to be exempt from the exam.

The student's behaviour must be deemed positive and acceptable by the teacher in whose subject the exemption is being granted. The student must satisfactorily complete the exam.

STUDENT REGULATIONS

COMPUTERS

A number of computers are available for student use in the Technology Centre, Resource Centres, Business Education Lab and Library. All students must receive permission received from supervising staff before students log on to any systems. Except in special circumstances, these systems are for educational purposes only. Software that includes graphics is not allowed. Any student using the Internet will be assigned a password and is responsible for its use. Any resulting from the use of his/her password. Students who provide unauthorized individuals with their passwords may lose access to the system. Notify your teacher.

DRESS CODE

Students at St. Stephen High School are required to dress neatly and cleanly during school hours and at all school events. Dress or grooming which is disturbing, distracting and detracts from a positive learning environment will be deemed inappropriate.

- skirts, shorts & shorts must extend below finger tips when students arm is extended down at side
- all pants must be worn at waist height to avoid displaying any undergarments
- see-through clothing is inappropriate
- head coverings, including hats, scarves, sweatbands or visors are to be removed immediately upon entering the building
- shirts or tops that expose shoulders, backs, chest and /or midriff areas are inappropriate
- any clothing that advertises promotes or glamorizes substances such as drugs, alcohol, tobacco, inappropriate language or symbols may not be worn.
- outside clothing i.e. parkas, jackets, etc. are not to be worn in class

The aim of this policy is to foster a responsible and respectful attitude toward appropriate dress. The administration of this policy and interpret this policy as deemed necessary to determine disruptive and unsafe attire.

DRUGS AND ALCOHOL

The use or possession of drugs or alcohol while on the property of St. Stephen High School, and while attending or participating in school activities, is strictly prohibited and will result in a suspension from school. When students are in violation of this policy, the R.C.M.P. will be notified.