

FRASER HEIGHTS SECONDARY SCHOOL

STUDENT HANDBOOK
2011 - 2012



Mrs. S. Morissette
Principal

Mr. D. Muir
Vice Principal

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Vice Principal

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School Colours: Crimson, Navy and Ivory
Website: www.firehawks.ca

This agenda belongs to:

Name: _____

Address: _____

City: _____

Postal Code: _____ Phone: _____

Student I.D. Number: _____

Cover by: Trevor Smith

FRASER HEIGHTS SECONDARY SCHOOL



Our Vision

To be a diverse, inclusive community of visionary learners which fosters respect and a passion for life-long learning.

Our Mission

Fraser Heights Secondary School supports all of its community members on their journeys to active citizenship, independence and the realization of their goals.

GENERAL INFORMATION

SCHOOL OFFICE

The school office is open from 8:00 a.m. to 4:00 p.m.

Monday to Friday

School Phone Number: **604-582-9231**

School Fax Number: **604-582-9268**



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SCHOOL CALENDAR 2011 – 2012

School Opens: September 6
Early Dismissal Days: Students will be dismissed at 1:45 pm
October 14
October 19 - Parent/Teacher Conference
(2-4 pm & 6-7:30 pm)
March 2
March 8 - Parent/Teacher Conference
(2-4 pm & 6-7:30 pm)
Non-Instructional Days: September 26
October 21
November 14
February 10
May 4
May 28
Thanksgiving: October 10
Remembrance Day: November 11
School Closed For Winter Break: December 19 - January 2
School Reopens after Winter Vacation: January 3
School Exam Days: January 24-25
Provincial Exams: January 23-27
Second Semester Start: January 30
School Closes for Spring Vacation: March 12 – March 23
School reopens after Spring Vacation: March 26
Good Friday: April 6
Easter Monday: April 9
Victoria Day: May 21
School Exam Days: June 18 & 19
Last Day of Classes: June 19
Provincial Exams days: June 20 - 28
Administrative Day/Schools Closed: June 29

* Please see monthly calendars in this agenda for more details *

ACTIVITY FEE 2011/2012 - \$20.00

Each student pays a school Activity Fee that covers the cost of many services provided to students such as agenda books, athletics, and Student Council activities. This is collected during the first week of school.

ANNOUNCEMENTS

Announcements will be displayed on the electronic messaging system. Students are responsible for checking the message channel. Additionally, announcements will be read on the public address system when necessary.

APPROPRIATE APPAREL

All members of the school community are expected to dress appropriately in keeping with the business of learning. As well, Fraser Heights has a “No Hat” policy. This includes toques, visors, baseball caps, bandanas, and headbands. Hats are not to be brought to class or carried around between blocks. The administration has the authority to require any student not being responsible in terms of dress to return home to change before being readmitted to school. In keeping with school board policy, clothing that displays references to alcohol, drugs, gangs, and violence will also not be permitted at school.

ASSEMBLIES

When attending assemblies, students are expected to behave with utmost courtesy. Calling out, whistling, and general inattention is very rude and will not be tolerated. Politeness is to be extended to anyone on stage.

ATTENDANCE

Regular attendance is extremely important to a student’s achievement in school. There is a direct relationship between attendance and academic success in school. Students absent from class are responsible for obtaining and completing assignments missed. If a student is absent, parents are requested to please telephone the school on the morning of the absence.

BICYCLES

Bicycles should be locked with sturdy locks in the bike racks. They should not be left in any other area of the school. Students are not permitted to loiter around bike racks. Students are advised not to ride expensive bikes to school. Please do not ride your bike on school property during school hours.

CHEATING/PLAGIARISM

Cheating occurs when a person deliberately uses another person's work (written, electronic, or visual), and presents it as his or her own. Cheating also occurs when a person allows his/her work to be used in this way. Plagiarism involves using other people's words, works, and/or ideas without proper acknowledgement. Both cheating and plagiarism are dishonest, unethical and violate the value of learning and the integrity of our school community. Any form of cheating or plagiarism, including assisting others to cheat or plagiarize, will not be tolerated. Consequences for cheating and / or plagiarism could result in suspension, students receiving a "0" for an assignment and loss of scholarship and financial award opportunities in the student's graduating year.

CLOSURE OF SCHOOLS

Parents and students are advised to listen to radio stations CKNW 980, CKWX 1140, CBC 690 regarding the status of school closures in School District #36 (Surrey).

COURSE CHANGE REQUEST DEADLINE

Except in exceptional circumstances, the last day for student course change requests is:

1st Semester: Monday, September 19th, 2010

2nd Semester: Monday, February 6th, 2012

COURSE SELECTION

Students select courses for the following year in February and March. In March, they are given an opportunity to review their choices and make changes if needed. Based upon student course requests, timetables will be created and issued in late August.

After timetables have been issued, course change requests will only be considered for educationally valid reasons.

DANCE POLICY

1. School rules apply to all students attending this school function:
 - a. No Smoking
 - b. Dress, dancing and general behaviour must be appropriate for a high school dance where students from Grade 8 to 12 attend.
2. Students must present their Go Cards together with their ticket at the door. No students will be admitted to the Dance without a Go Card unless prior arrangements have been made.
3. Students will not be able to re-enter the Dance if they choose to leave during the Dance.
4. The door to the Dance will close 30 minutes after the start of the Dance. No late entries will be allowed except for students who make prior arrangements.
5. Only the Garage area of the school will be open to students. Do not plan to use your locker. All lockers will be 'off limits' during the Dance. A coat checkroom will be available. We cannot be responsible for lost or stolen articles, so please LEAVE YOUR VALUABLES AT HOME.
6. Absolutely no tickets will be sold at the door. No exceptions will be made.
7. Please make arrangements to be picked up directly after the Dance ends. Supervision will not be available to students who need to wait outside after the Dance. It is vitally important that everyone arranges a safe ride home.
8. The RCMP (with their breathalyser) and School Safety Liaison may be in attendance and checking for drugs and alcohol and students who may have used drugs or alcohol.
9. Any students involved with drugs or alcohol before or during the Dance will be dealt with as follows:
 - a. Parents will be telephoned and requested to come and take their son or daughter home.
 - b. Students may be suspended from school.
 - c. Suspended students may lose their right to attend subsequent dances.

DIRECT DISOBEDIENCE

Students are not to be wilfully disobedient to a teacher or any other employee carrying out responsibilities approved by the School District.

DRUGS AND ALCOHOL

Involvement with either drugs or alcohol is a serious offence that can lead to suspension from school. Students found supplying drugs or alcohol to others will be suspended to the School Board and may also be referred to legal authorities.

EARLY DISMISSAL FOR THE DAY

In some cases, it becomes necessary for students to leave school before the end of the 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 AT THE OFFICE**. In cases where written permission is not provided, the office staff will contact parents or guardians for verification.

Note: Students who leave the school without signing out are considered truant.

ELECTRONIC DEVICES

**(Cellular Phones, Cameras, Pagers,
MP3 Players, Recorders. Etc.)**

Electronic Devices must be turned off and put away during instructional time. Permission in advance must be obtained from all participants before audio recording any conversations, meeting, etc. Any photos or video recording must have prior authorization by school administration. Disruptions caused by electronic devices may result in the devices being confiscated and /or other discipline.



ENGLISH IS THE LANGUAGE OF INSTRUCTION

At Fraser Heights, where English is the language of instruction, all students are expected to communicate in English during class time. An exception may be made when a teacher specifically requests another language to be spoken.

FIGHTING/ASSAULT

Physical violence is disruptive, prolonging problems rather than solving them, and is not tolerated by the school. Students involved in fighting may be suspended, and the RCMP may be involved.

FIRECRACKERS/FIREWORKS

Firecrackers and/or fire works are not permitted in or around the school building. Students found in possession of firecrackers/fireworks may face suspension in addition to the involvement of the police.



FLEXTIME

(Flexible Learning Experience Time)

Flexitime is instructional time that is built into the timetable. All students are responsible for attending flexitime 10 minutes per day or 50 minutes per week. Flexitime is an opportunity to receive extra help or complete class work.

HALLWAYS

Because we have locker-lined hallways, you must use them with care. Our hallways should not be used for any horseplay, running, littering, or large group lounging

HARASSMENT AND SEXUAL HARASSMENT

Sexual harassment is when a student makes another student the target of unwanted and unwelcome sexual behaviour which interferes with his/her life, i.e. sexual comments, touching, pinching, grabbing, etc. Sexual harassment and bullying, harassment, teasing, etc., is unacceptable at all times. Such actions, whether occurring directly at school or by a communication medium (CYBER-BULLYING) via telephone, internet, etc. will be taken very seriously and those engaged in such activities will be subject to appropriate consequences which may include community resources such as the RCMP.

Students may be disciplined for misconduct that occurs “off-campus”. When there is a nexus between off-school student conduct and a threat to the safety and/or welfare of students, there may be sufficient basis to impose discipline. Such off-

school activities include (but are not limited to) internet use, telephone use and traveling to and from school.

HOMEWORK

Homework is the word that describes the out-of-class assignments given to students by a teacher. Homework may be assigned for a number of reasons:

- a) to check students' understanding of new concepts taught in class
- b) to provide practice
- c) to serve as preparation for future classes
- d) to complete work not completed in class

HOW MUCH TIME SHOULD BE SPENT AT HOME ON SCHOOL-ORIENTED WORK?

Minimum times are:

Grade 8 students:	1 hour per evening
Grade 9 students:	1 1/4 hours per evening
Grade 10 students:	1 1/2 hours per evening
Grade 11 students:	1 3/4 hours per evening
Grade 12 students:	2 hours per evening



WHAT SHOULD BE DONE DURING THIS TIME?

There are essentially four things you can and should be doing at home in order to complement the work you are doing at school:

1. **COMPLETE** homework assignments (specific due date)
2. **PREPARE** for upcoming tests (specific due date)
3. **REVIEW/STUDY** notes and ideas discussed in class; and
4. **READ** (almost anything, in order to improve reading skills).

Numbers 3 & 4 are considered home study techniques. Therefore, when you say "I have no homework tonight", your parent would do well to reply, "Good, then you'll have time to review your notes or read for pleasure." It is recommended that parents post a copy of the student's timetable at home and that they monitor notebooks and course work regularly.

HONOUR ROLL

The Honour Roll is computed at the end of each term and semester. To be included on the Honour Roll, a student must attain a 3.0 (B) grade point average. Each student who makes the Honour Roll receives a Certificate of Honour from the Office of the Principal.

Students who make the Honour Roll for the year will receive special recognition at the Annual Awards Presentation and/or Daytime Awards Assembly.

The Honour Roll has three categories:

Principal's List	4.0 GPA
1st Class	3.5 - 3.99
2nd Class	3.0 - 3.49



Use the chart to figure out your GPA:

A	4 points	C	2 points
B	3 points	C-	1 point
C+	2.5 points		

Divide total points by number of courses.

HOSPITAL HOMEBOUND

If a student is ill at home for five or more days, a Hospital Homebound Teacher may be available through the School District Student Support. Please contact a counsellor for further information.

ILLNESS AT SCHOOL

A student who feels ill while at school should report to the Office. The office staff will make sure that parents are contacted in cases where students should be sent home or to the hospital. The school does not provide medication to students. Accidents and emergencies should be referred to the Office immediately.

INTERNET ACCESS AND USE

At Fraser Heights Secondary School, we believe that the benefits to educators and students from access to the Internet in the form of information resources far exceed any disadvantages. Fraser Heights students must follow the following procedures.

A. The student and parent or guardian must read and sign the District's Technology Access and Use Agreement. (Available from the school)

B. The student and parent or guardian must read the following list of school rules and sign below.

1. OBTAIN PERMISSION FROM THE TEACHER IN CHARGE OF A ROOM BEFORE USING A COMPUTER.

2. ONLY DO ASSIGNED SCHOOL WORK ON SCHOOL COMPUTERS.

3. YOUR DISKS OR ALLOCATED STORAGE AREAS ARE TO CONTAIN SCHOOL WORK ONLY.

4. NO APPLICATIONS OR OPERATING SYSTEMS ARE TO BE BROUGHT TO SCHOOL.

5. ASK FOR PERMISSION BEFORE YOU PRINT.

- Do not change the chosen printer without permission.
- Be economical. Proof read your work for errors before you print. Only print one copy

6. RESPECT THE COPYRIGHT LAW AND RULES ABOUT PLAGIARISM.

- You are not to make, use, sell, or be in possession of unlicensed copies of copyright protected products.
- Always give credit to the ideas of others whether it is written work, graphics, or any other media.

7. RESPECT THE EQUIPMENT AND GENERAL AREA.

- Food or drink must be kept away from the computer desks.
- Keep the computer desk, the computer, and other equipment such as printers clean and tidy.
- Do not place any damaged disks or CDs into drives. Inform the teacher if any problems exist with the equipment.
- Do not connect, disconnect, or move equipment without permission.

8. RESPECT ACCESS PRIVILEGES AND THE PRIVACY OF OTHERS.

Any unauthorized attempt to access, alter, or delete school, teacher, or student storage areas on hard drives, file servers, etc. is a serious violation of the rules. Leave other student or teacher files and password areas alone! Do not attempt to alter software or system configurations on your school hard drive or servers.

9. INTERNET REMINDERS

- Your Internet access at school is provided for educational use only.
- Deliberate access, use, storage, or communication of any media (including sound text or graphics) that is not relevant to an educational objective in a school course, or staff sponsored school group is not acceptable use.
- Deliberate access, use, storage, or communication of any media (including sound text or graphics) that in the judgment of the teacher or administration is racial, prejudicial, violent, threatening, pornographic, insulting, mischievous, or generally unacceptable in a high school setting, is a serious violation, and will be referred to the administration for disciplinary action.

LEARNING SUPPORT TEAM

The Learning Support Team includes Special Education and ESL Teachers. Teachers work collaboratively and cooperatively in delivering a range of support to students with diverse learning needs. These may include, but are not limited to, students classified in the high incidence special needs category, English as a Second Language, some low incidence students and those who are not categorized, but are in need of learning support.

Students may be referred by parents, teachers, counsellors or through self-referral. All requests are processed through the Student Support Team. Students entering the ESL component are interviewed and their language skills assessed.

Students are encouraged to be independent learners. Support and assistance for students may include:

- Teaching of effective learning strategies and organizational skills
- Providing instructional support and resource material to the classroom teacher and student
- Setting up individual educational and instructional programs which support student needs

For students whose primary language is not English and who may require additional support, services include:

- Specific Language Instruction Classes for reception to intermediate levels including reading, writing, grammar listening and speaking
- Tutorials
- In-class Support
- Monitoring and consultation
- Liaison between students and regular classroom teachers
- Liaison between school and home via Multicultural Workers & regular classroom teachers.

Entry into the ESL Program is based on an interview and a language assessment by the ESL teacher.

Entry into the Learning Support Team is done by the Student Support Team based on criteria established by the School District.

LITTER

Ecology is a personal and group concern. If we look after our school and grounds, we will have a pleasant surrounding in which to spend our time. Students are expected to keep books, lockers, and school grounds clean and presentable. Anyone found littering could be placed on clean-up duties.

LOCKERS CONDITIONS OF USE

Lockers are assigned to students for use during the school year on the following conditions:

1. Students are responsible for the locker which is assigned to them and it is not to be used by any other person.
2. Only approved school locks may be used on student lockers.
3. The locker may only be used for the storage of books, school supplies and equipment, outerwear, school sports equipment and lunches.
4. No other material is permitted except with the written authority of the principal or vice principal.
5. The locker is to be kept clean and food stuffs are to be removed on a regular basis.

6. Students are responsible for cleaning and removing all material from their locker at the end of the year or when they leave the school.
7. No illegal substances, weapons or other prohibited or offensive material may be placed in school lockers.
8. School officials and/or designates may search student lockers at any time and without prior notice in order to ensure compliance with the conditions of use and other school policies and rules. Searches by school officials may include the use of dog units to detect the presence of narcotics or other prohibited materials.
9. Permission to use the locker may be terminated when a student does not comply with the conditions of use, school policies or rules.
10. It is the responsibility of all members of the school community to keep our schools safe. If any student has reason to believe that any locker contains anything which would threaten the safety of other students, staff or any other person, that student is expected to immediately report the information to a teacher or administrator. The name of the student making the report will be kept confidential.
11. Students may choose not to use a locker. If this is the case, please inform the office.

NEWSLETTER

The School Newsletter is posted on a regular basis to the school website, www.firehawks.ca. In the event that you do not have access to the internet, paper copies are available in office.

P.E. REQUIREMENTS

All students must have school issued shorts and T-shirts. These are available for purchase through the P.E. Department. Running shoes are required for all P.E. classes. Students unable to participate in P.E. for an extended period must bring a medical statement from a physician.

PARENT ADVISORY COUNCIL

The Parents' Advisory Council meets monthly as per the school calendar (usually 7:00 pm on the 3rd Tuesday of each month) and is open to the parents of students in the school.

In general terms, the functions of the council are as follows:

1. To review and discuss school facilities, policies, programs and procedures.
2. To provide a forum for parents to learn and make enquiries about processes and procedures affecting their children.
3. To help create a sense of community within our school neighbourhood so that we can work cooperatively in the interpretation of community attitudes and needs as they relate to the school.

PARKING

There are a very limited number of parking spots for students on the school property. Students wishing to have the privilege of parking their car on the school lot must complete a vehicle registration form at the office. These parking spots are available on a "first come first served" basis. Students must park in marked parking stalls. **Vehicles parked in other areas or spots other than marked parking stalls are subject to towing without notice and at the owner's expense.**

PERSONAL PROPERTY AT OWNER'S RISK (VALUABLES)

The School/School District will not accept responsibility for loss, damage, or theft of any article, including clothing, school supplies, equipment, vehicles, or cash not owned by the School District. Personal property (e.g. MP3 players, skateboards, jewellery, cash, etc...) brought to or left on School District premises are at the owner's risk. Students are responsible for the care and safety of all their personal belongings.

PHYSICAL AND/OR VERBAL ABUSE

- Verbal abuse is when students use offensive language towards staff or other students in or around the school.
- Physical abuse or harassment is when students bully, intimidate or use physical force in or around the school or on the internet.

Physical and/or verbal abuse or harassment towards staff or **students is not tolerated. In serious situations, students may** be referred to legal authorities

PROMOTION

Students are advanced to the next level based on subject promotion. Provided a student meets the requirements of a particular course, that student will proceed to the next level (i.e. English 9 to English 10). If a student does not meet the requirements of the course, it must be repeated before credit is awarded.

PROVINCIAL EXAMS

In Grades 10, 11, and 12, students are required to write a series of provincial exams. For more information, please go to www.bced.gov.bc.ca/exams/student.htm

RACISM

Fraser Heights Secondary School endorses the concept of active and positive multiculturalism and respect for the human rights of all people. All expressions of racial/ethnic bias in any form will not be tolerated.

SCHOLARSHIP OPPORTUNITIES

DISTRICT SCHOLARSHIP PROGRAM

The District Scholarship Program rewards students for superior achievement in their chosen non-academic field(s) and provides assistance to students to further their education in vocational, technical, business and fine arts areas. The \$1000 award consists of a \$500 cheque and a \$500 voucher for post-secondary education or apprenticeship. Candidates must have achieved an average letter grade of at least C+ in their Grade 12 year, have completed graduation requirements including either English 12 or Communications 12, and must have a concentration of courses in a specialty field such as business education, technology, home economics or fine arts.

FRASER HEIGHTS SCHOLARSHIP AND BURSARY PROGRAM

Contributions from businesses and community organizations will be made available each year in the form of scholarships and bursaries to Fraser Heights graduates. Scholarships are based on your GPA in six or more courses taken in Grade 12. Other

factors used in selecting scholarship winners include a rating by teachers of the student's effort in class, the student's financial need and, for some awards, the student's involvement in school or community affairs. Candidates may be disqualified if they display poor citizenship or are involved in cheating/plagiarism. Application forms will be available from the counselling office in late April.

PASSPORT TO EDUCATION

The Passport to Education Program recognizes and rewards student achievement in Grades 10 to 12 in a broad range of academic and non-academic areas according to guidelines set out by the Ministry of Education. The intent of the program is to motivate all students to study consistently during the years leading to graduation, and to encourage secondary school students to pursue further education through post-secondary institutions and job-training programs. Passport awards are used to further students' post-secondary education and job training. The value of the stamps for the 2011/2012 school year are:

- Grade 10: \$250
- Grade 11: \$250
- Grade 12: \$500

Guidelines and criteria for earning a Passport to Education Award can be found at the Ministry of Education website at www.bced.gov.bc.ca/awards.

Any concerns regarding the awarding of Passport to Education Awards for 2011/2012 must be brought to the School Administration by October 1st, 2012.

PROVINCIAL SCHOLARSHIP PROGRAM

To be eligible for a Provincial Scholarship of \$1000, you must:

1. Earn at least a B (final mark of course and exam combined) in English 12 or English 12: First Peoples.
2. Achieves 86% or higher on each of his or her three best grade 12 provincial exams (can include English 12)
3. Be a graduate.

The top twenty students in the province will receive awards of \$2500 each. Any student who achieves 100% in each of three subjects will also be awarded an academic medal of excellence.

**SCHOOL WORK MISSED
(FIELD TRIPS/EXTRACURRICULAR ACTIVITIES)**

When you attend a school function, EVEN AWAY FROM THE SCHOOL, you are still subject to school rules. Students are responsible for completing any work assigned in the classes they missed by going on a field trip or extracurricular activity.

SKATEBOARDS

Students are not permitted to skateboard on school property.

SMOKING



All School District #36 (Surrey) buildings and grounds are smoke free environments for all students, staff and visitors. Smoking is not permitted during class time, in the school building, on the school grounds, or in the parking lot.

SNOW DAYS

Students are reminded that snowballing is **not permitted** on school property or when the general public or vehicular traffic may be inconvenienced. On occasions when snowfall may cause problems with the transportation system, the school administration may shorten the lunch hour in order to dismiss students early.

**STUDENT EVALUATION & REPORTING PROCEDURES
REPORTING TO PARENTS**

Formal Reports are scheduled four times a year as shown in the yearly calendar. Parent Teacher Conferences are conducted twice during the year. Interim Progress Reports may be issued at any time during the year at the discretion of individual teachers. Parents can request an interview at other times by calling the school and arranging an appointment.

REPORTING PROCEDURES AND RECOGNITION

There will be one Interim Report and two Formal Reports for courses that are one semester long. Interim Reports are more anecdotal in nature and signify the need for improvement or that a positive achievement has been attained. Fraser Heights Secondary School uses the District authorized letter grades as follows:

Letter Grade	G.P.A.	Average Percentage
A Excellent	4.00	86.0 - 100.0
B Very good	3.00	73.0 - 85.0
C+ Satisfactory	2.50	67.0 - 72.0
C Satisfactory	2.00	60.0 - 66.0
C- Satisfactory but Improvement required	1.00	50.0 - 59.0
I Incomplete	0.00	0.0 - 49.0
F Failure	0.00	0.0 - 49.0

Work Habits

- G Good
- S Satisfactory
- N Needs Improvement

S.G. = Standing Granted: The Principal may grant standing in a course in special circumstances if a sufficient level of performance has been attained.

STUDENT OPPORTUNITIES

ATHLETICS

Fraser Heights Secondary has an excellent athletic program that enables students to develop skills and a level of excellence in a sequential manner through Grades 8, 9, 10, 11 and 12. Participation on a school team involves a commitment in time and energy, as well as a responsibility to the team and school, but the rewards are great. Many students have gone on to excel in their area at the Provincial level. The various teams and seasons are listed below: Any questions regarding athletics, please contact our Athletic Director.



Fall

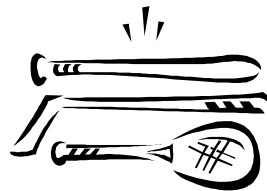
- Cross Country Running
- Field Hockey (Girls)
- Soccer (Boys)
- Swimming
- Volleyball

Winter

- Basketball
- Ice Hockey
- Pep Squad (all year)
- Tennis

Spring

- Badminton
- Golf
- Rugby
- Soccer (Girls)
- Track & Field



CLUBS AND ACTIVITIES



Fraser Heights Secondary School offers opportunities for students to become involved in a variety of clubs and activities. Although these clubs require commitment in time and energy, they are a rewarding and important part of school life. Some of the clubs and activities are listed below:

Art Club	Global Issues	Ski Club
Band (Stage)	Go Club	Social Club
Chess Club	Hawk's Nest	Theatre Sports
Drama Club	Techies Club	Yoga Club
Environment	Intramurals	
Games Club	Library	

STUDENT LEADERSHIP - STUDENT ADVISORY COUNCIL

The Students' Council is the representative and directing body of Fraser Heights Secondary students. All students are welcome to join the elected members at the weekly meetings to generate and share ideas. Students seeking an elected seat on Council are expected to maintain a satisfactory academic standing during the school year. The purpose of Council includes:

- The cultivation of school spirit.
- The development and organization of student activities.
- The encouragement of good citizenship.

Student Advisory Council elected members for 2011 – 2012:

Co-Presidents:	Taylor Hui Erin Thomsen
Co-Vice-Presidents:	Kira Peck Robin Shih
Grade 12 Representative:	Kurtis Bucholtz Paul Kim Taylor North
Grade 11 Representative:	John Lee Huaqi Li
Grade 10 Representative:	Julie Huynh Jupjeet Sandhu

Grade 9 Representative: Carter Kirilenko
Yassi Kazemi

STUDENT RESPONSIBILITIES

CODE OF STUDENT CONDUCT

Fraser Heights Secondary has established a Code of Student Conduct based upon the following:

- 1. A positive attitude**
- 2. Respect for the dignity of others, their rights and property**
- 3. Regular school attendance**
- 4. Safety for all**

This Code of Conduct will apply to students going to and from school, while at school, at a school function, or on any school site. We are committed to an orderly and positive school climate at Fraser Heights Secondary. We believe that such a climate is the base upon which we have efficient teaching and learning. Our Code of Conduct is an important part of this and describes student behaviour expectations and consequences for misbehaviour. We expect that our students will:

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

STUDENT SERVICES

CAREER RESOURCE CENTRE

The Career Centre has the latest in reference materials on careers and post-secondary institutions. A computer assisted career search program "CHOICES" is available to students at the centre. Students are encouraged to drop in.

COUNSELLING

Counselling Services at Fraser Heights Secondary are designed as a personal service for students and also as an advisory service and resource for teachers and parents. Counsellors are at the school for one major purpose - to be able to help. Seeing a counsellor is a simple matter - counselling offices are located near the office. Appointments are made by signing up in the appropriate Counsellor's Appointment Request Book in the counselling area. Appointment slips are then posted on the counsellor's bulletin board for students to pick up and have their teachers sign ahead of time.

In particular, the counsellors provide the following services:

Educational Counselling

- selection of courses
- program planning
- graduation requirements
- college or university entrance requirements
- student concerns regarding courses

Career Counselling

- exploration of values, interests, abilities, needs
- establishing career goals
- exploration of related occupations

Personal Counselling

- confidential discussion of personal concerns

Referrals

- Counsellors may provide appropriate referrals to District services or community agencies.

LIBRARY

Working Together for Student Success!



The school Library is open to students from 7:45 a.m. – 3:30 p.m. most days. Flex-time/Lunch is a great time to come in and work on assignments. Our collection of non-fiction and reference books supports and enriches the curriculum and provides a wide reading level. We also have a great collection of fiction books and we subscribe to many magazines.

Students can access the internet, the SD36

On-Line Databases, and word processing programs through the use of several computers. The SD36 On-line Databases which include World Book Encyclopedia, journal, newspaper and magazine articles, and wide variety of other resources can also be accessed from home by going to the school website and clicking on the Library link. Use the following login and password to access the online resources:

Login: **SD36-BC**

Password: **SD36**

The Fraser Heights Library Program promotes the development of independent lifelong learners. We emphasize collaborative planning and resource/inquiry based learning. The Teacher-Librarian, Ms. Monk, is available to assist students and teachers with research projects, study skills, information technology and computer skills, and to make suggestions for recreational reading.

STUDY CLASSES

Students in Grade 12 who have successfully applied for an independent study class have the following options:

- Go to the Cafeteria or Library
- Study at home or off campus

Students are not permitted to study in the hallways, gymnasium, or parking lot during this time. Generally, except in exceptional circumstances, Grade 12 students are permitted to have one "Study Class" during each year.

TARDINESS (LATE)

The School Act states that students are expected to be at school and in class on time. It is the student's responsibility to ensure that they are punctual.

Students who arrive late to first class in the morning or after lunch are considered late to school and are dealt with in the following manner:

- Students who have a note or a parent has called in, should report to the Office when arriving at school.
- Students who are late should report to their class.
- Students without a valid reason may be required to make up the class time missed.

- Persistent lateness may result in contact between the classroom teacher and parents to resolve the problem.
- Subsequent lates may result in further consequences or suspension.

TELEPHONE

The school telephones are in constant use. Pupils should not request to use the office phone except in urgent cases. There is a pay phone available for students located on the main floor by the elevator and by the P.E. office. Telephones should not be used during class time.

TEXTBOOKS

The subject teacher assigns students textbooks. There is no rental fee charged; but a student who loses or damages a textbook will be assessed a replacement or damage fee. Students will not be issued another textbook until the fee is paid. Refunds will be given if lost textbooks are found and returned to the subject teacher.

THEFT

When a student takes or removes the property of the school or of other students without permission, students may be suspended and may be referred to legal authorities.

TRUANCY (SKIPPING/CUTTING CLASS)

Truancy is defined as “absence from school without valid reason.” Students absent from class without permission are truant. If students cannot find their class, if they feel ill, or if they plan to be dismissed early, they should report directly to the Office. Students are expected to attend all classes and truancy or “skipping school” will not be tolerated.

VACATIONS DURING SCHOOL TIME

The School/School District is not in a position to grant permission to any students to miss school for an extended holiday period. It is important to be aware of the possible effects of the absence on a student’s achievement. However, when this is necessary, parents should discuss the matter in advance with the school administration and the subject teachers. It is not required that teachers provide work for students on vacation.

Please note that it is School Board Policy that any student absent for more than ten (10) consecutive days may be deregistered from the school.

Students planning on being absent from school must complete an Extended Absence Form (available from the Office). Students who plan to be absent during final assessment(s) may be unable to successfully complete the course(s) in question. This absence may result in a mark of zero for the course work and assessment(s) missed. It is not required that teachers provide alternative arrangements for the students to complete the course(s) or assessment(s).

VANDALISM

Vandalism and Graffiti is strictly prohibited and will not be tolerated at Fraser Heights.

Section 10 of the School Act States:

“If property of a Board is destroyed, damaged, lost or converted by the intentional or negligent act of a student, the student and the student’s parents are jointly and severely liable to the Board in respect of the act of the student.”

IF YOU SEE OR KNOW OF ANOTHER PERSON VANDALIZING THE SCHOOL, PLEASE CONTACT THE SCHOOL AT 604-582-9231, **CRIME STOPPERS AT 669-TIPS OR www.psst-bc.ca**. THESE CONTACTS ARE A SAFE AND CONFIDENTIAL WAY TO REPORT TIPS ABOUT ANY FORM OF CRIMINAL ACTIVITY. CRIME STOPPERS MAY OFFER A CASH REWARD OF UP TO **\$2000.00**.

VENDING MACHINES

Beverage dispensers for pop, milk, snacks and fruit juices are available in the Cafeteria. Students may purchase beverages in the morning before classes, at lunchtime, after school, and at break times, but not during classes.

VISITORS (INTRUDERS)

All visitors are required to report to the school office upon arrival. Visitors with a legitimate educational purpose will be welcomed; others will be directed to leave the school property. **A visitor who does not first report to the office is considered**

an intruder. Do not invite people to visit you at school – meet them away from school grounds. A student visiting other schools during instructional time is strictly prohibited by the School District. Suspensions may result from students visiting other schools. Students from other schools will not be permitted to attend (visit) classes at FHSS.


WEAPONS

A weapon is defined as any instrument designed to inflict injury or to intimidate another person, or any instrument that is used (or could be used) in this manner. This includes any knives. The possession and/or use of weapons on or near school property present a serious threat to the safety and security of students and staff, and will be dealt with appropriately. Appropriate action taken may result in a consequence that will range from school disciplinary action to charges being laid depending on the circumstances of the case. Consultation with the police is often taken in these matters. Please note that “toy guns” and “replicas” are by their very nature intimidating and therefore are not allowed on school premises. Intimidation with a toy gun or replica of a real gun will be treated as a serious matter since the intimidation and fear is very real in most circumstances. **Laser Pointers** are considered weapons and may not be brought to school. School District policy requires that any weapons confiscated must be turned over to the RCMP for destruction.

NOTICE

School District policy requires schools to contact the RCMP when any serious incident (fighting, weapons, etc.) occurs. The RCMP will investigate any such occurrences.

IF YOU SEE OR KNOW OF ANOTHER PERSON WITH A WEAPON OR KNOW OF VIOLENCE THAT HAS OCCURED OR IS ABOUT TO OCCUR OR A PERSON WHO NEEDS HELP PLEASE CONTACT THE SCHOOL AT 604-582-9231 OR **YOUTH AGAINST VIOLENCE LINE 1-800-680-4264** OR www.psst-bc.ca. THESE CONTACTS ARE A CONFIDENTIAL WAY TO REPORT TIPS ABOUT ANY FORM OF CRIMINAL ACTIVITY.



www.psst-bc.ca

Protecting **S**urrey
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A website for youth in Surrey .
. . .
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GENERAL EXPECTATIONS

- **No hats to be worn in the school building.**
- **Students are not to leave the school grounds while school is in session.**
- **No swearing or offensive language in the school or on school grounds.**
- The school does not allow the wearing of bandannas or headbands. Slogans that depict or promote drugs, alcohol, racism, power groups or use profanities and the like are not permitted.



**FRASER HEIGHTS SECONDARY
SCHEDULE #1**

BELLS	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 AM	1	1	1	2	1
9:32 AM					
9:40 AM	2	2	1	2	2
10:55 AM					
10:55 AM	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:05 PM	FLEXTIME	FLEXTIME	FLEXTIME	FLEXTIME	FLEXTIME
12:05 PM	3	3	3	4	3
1:20 PM					
1:27 PM	4	4	3	4	4
2:45 PM					

**FRASER HEIGHTS SECONDARY
SCHEDULE #2**

BELLS	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 AM	3	3	3	4	3
9:32 AM					
9:40 AM	4	4	3	4	4
10:55 AM					
10:55 AM	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:05 PM	FLEXTIME	FLEXTIME	FLEXTIME	FLEXTIME	FLEXTIME
12:05 PM	1	1	1	2	1
1:20 PM					
1:27 PM	2	2	1	2	2
2:45 PM					