

Getting Involved: Councils, Athletics and Clubs

School isn't just a building with rooms where learning occurs. It is a place where things happen and students make things happen. Student involvement in course work and in other activities will make the school what they want it to be. School sports, clubs and activities, for example, will only be as successful as students make them. Students who get involved with school activities will enrich their stay at Elgin Park with good friends and fond memories.

Elgin Park Secondary School attempts to meet each student's demands for educational development. The school, as well as stressing competence in the core subject areas, provides students with an opportunity to select other subjects from a wide variety of elective courses. The curriculum and extra-curricular programs allow students an opportunity to become involved in choosing a rich and rewarding educational experience at Elgin Park Secondary School.

1. Students' Council

The Elgin Park Students' Council represents the student voice and organizes student-centered events throughout the year.

All students are welcome to join the Students' Council as members. The Executive Team is elected or appointed in June and September according to the Students' Council Constitution (available from sponsor teacher(s)).

Purpose

The Students' Council, as with any governing body, exists to provide services for the people it represents.

Organization

In order for a student to become a candidate for one of these positions, he/she must have a C+ or better academic standing and have a good citizenship record.

2. Grad Council

Grad Council is composed of Grade 12 students who meet to plan activities such as the annual Snowball Dance, Spirit Events and Grad Dinner Dance.

3. PLC's - Grades 10 and 11 -

PLC's are Peer Leadership Counsellors who:

- make a difference at Elgin Park and their community
- learn and develop leadership and people skills
- work as mentors with Grade 7 and 8 students
- have fun!
- get connected with other students who like to be involved
- gain valuable experience and school involvement that really stands out on a resume or a scholarship application.

4. Sports and Clubs

Elgin Park Secondary School offers a variety of school activities. Students are encouraged to participate in as many activities as possible, either school teams, intramural games or school clubs. If you would like to form a new club at Elgin, please see the office about how to start.

Fall Sports

Senior Boys' Soccer

Boys' Volleyball

Girls' Volleyball

Boys' and Girls' Cross Country

Girls' Field Hockey

Boys' and Girls' Swimming

Boys' and Girls' Badminton

Spring Sports

Girls' Soccer

Boys' and Girls' Golf

Boys' and Girls' Rugby

Boys' and Girls' Track and Field

Boys' and Girls' Badminton Outdoor

Winter Sports

Boys' Basketball

Girls' Basketball

Clubs

Hockey

Book

Debate

Clubs

Global Activists

Announcements

Remote Control

Fishing

Counselling Services

Counselling services are available for students attending Elgin Park Secondary School. Students may discuss their educational or vocational concerns with their specific counsellor (who will be assigned in September).

Ms. A. Ambrosio

Mr. D. Alparaque

Ms. M. Gill

Students may work with any one of the counsellors for personal concerns. Students having difficulty planning their programs, making a vocational choice, acquiring adequate study habits or resolving the many other problems that might influence their work, can receive assistance. Counsellors are seen by appointment, which can be made at the counselling reception area before school, at lunch or after school.

Course Decisions - Students may seek assistance from their alpha counsellor when deciding which program they wish to enter and how various courses relate to different occupations and/or post-secondary institutions.

Personal Concerns – Students may wish to see a counsellor for the following problems or questions:

- "I don't know how to make friends."

- "I'm failing a course."

- “This kid, he’s always hassling me.”
- “I don’t know what to do when I graduate.”
- “My boyfriend/girlfriend just dumped me.”
- “What do I have to do to be a vet?”
- “I need a part-time job.”
- “My parents are getting divorced.”

Referrals - The counselling office works in close co-operation with other community organizations and referrals are made to offices more specifically equipped to assist the student.

Parental Interviews - Parents are invited to make contact with the school to discuss any problems related to the progress of the student. The counsellor confers with the parents, as the need arises, by telephone or interview, and parents should feel free to contact the counsellor to discuss problems pertaining to their children. Referrals are made to the student’s alpha counsellor, based on their surname.

Graduation Requirements

80 credits in Grades 10 – 12 (Equivalent to 20 four-credit courses)

Grade 10 Requirements

Language Arts 10 (English)	4 credits
Social Studies 10	4 credits
Science 10	4 credits
Math 10	4 credits
Physical Education 10	4 credits
Planning 10	4 credits

Grade 11 and 12 Requirements

Language Arts 11 (English or Communications)	4 credits
Social Studies 11	4 credits
Science 11	4 credits
Mathematics 11	4 credits
Fine Arts or Applied Skills, 10, 11	4 credits
Language Arts 12 (English or Communications)	4 credits
3 additional courses at the Grade 12 level	12 credits
7 elective courses	28 credits
Graduation Transitions	4 credits

Provincial Examinations (Required)

In Grades 10 and 11, the provincial exams for the following courses are worth 20% of a student’s final

mark:

- Grade 10 Language Arts (English)
- Grade 10 Science
- Grade 10 Mathematics
- Grade 11 Social Studies

In Grade 12 the provincial exam for the following course is worth 40% of a student's final mark:

- Grade 12 Language Arts (English or Communications)

Career Planning and Information – Career education facilitators and clerks can assist students to explore vocational interests, abilities and aptitudes, as well as, help in examining career opportunities. Through discussion, students are able to obtain a better understanding of themselves and their suitability for various types of programs and occupations.

Course Change Policy

Beginning of each semester:

Students may only add or drop courses in the first **two** weeks of semester one and the **first** week of semester two. If textbooks have been issued, students will return them when they sign out of the class.

Changes during each semester:

After the early change period, students may only add or drop courses with the permission of course teachers, counsellors, administration and parents. A Course Change Form must be completed and signed by all of the above.

Dropping courses late in the semester; Supervised Study Blocks:

Students who have been granted permission to drop a course will be issued a **supervised study block**, usually in the enrolling teacher's classroom. If a student, parent and teacher decide that it is not in the best interests of that student to continue in the course, the teacher will provide study arrangements for that student and will give a mark on the report card until the course is officially dropped. A "W" (Withdrawn) will be assigned as a grade in the report card.

Extraordinary circumstances:

Sometimes students will suffer from health, family or other serious issues. Special provisions may be needed to be helpful. Discussion will take place between all concerned before decisions are made.

Student Evaluation and Reporting

At Elgin Park, there is a system of continuous daily assessment. Student letter grades are based on classroom work, assignments and tests. All students at Elgin Park will gain experience in writing final examinations. Elgin Park has four formal reporting periods during the school year. Parents receive a

mid-term report (November and April) and a final report (February and June) in each semester. In addition, subject teachers send out interim reports approximately six weeks into each semester.

The marks used are:

For mid-term reports

A = Excellent achievement
B = Very good achievement
C+ = Above (average) achievement
I = Unsatisfactory achievement or "In Progress"
C = Average achievement
C- = Below average achievement

For final reports

A = Excellent achievement (4.0 GPA)
B = Very good achievement (3.0 GPA)
C+ = Above average achievement (2.5 GPA)
C = Average achievement (2.0 GPA)
C- = Pass - the student has achieved basic competency for the course and is considered to be ready for subsequent work. (1.0 GPA)
F = Fail - the student has not achieved a pass standing and it is in the best interests of the student to undertake further work in order to become ready for subsequent courses.

Letter Grades and Percentages

The following is the Ministry model for percentages and related grade equivalents:

Mid-term Reports:

A - Excellent 86 – 100%
B - Very Good 73 – 85%
C+ - Good 67 – 72%
C - Satisfactory 60 – 66%
C- - Passing 50 – 59%
I - In Progress 0 – 49%
F -Failing 0 – 49%

Final Reports:

A - Excellent 86 – 100%
B - Very Good 73 – 85%
C+ - Good 67 – 72%
C - Satisfactory 60 – 66%
C- - Pass 50 – 59%
F - Fail 0 – 49%

An "I" symbol may appear on a report and is only used when a student has been granted additional time to complete required work before a permanent letter grade is determined. "I" will be accompanied by a written comment stating what the student must do and by what date. On the indicated date, the "I" will be changed to a permanent letter grade.

Provincial Exams

All students must comply with the following rules governing examinations:

- All students must be by the designated reception areas a minimum of 30 minutes before exams begin.

- Students writing in the gymnasium should meet in the cafeteria.
- Students need only attend school after the last day of classes on the dates and at the times of their respective examinations. Students no longer writing exams should be in the cafeteria or the library or they must leave the school. Hallways are out of bounds when/where exams are being written.
 - Students must check with their teachers as to the method of textbook collection. Some departments may ask students to bring textbooks to the gym for collection.
 - No students will be permitted to leave the examination room within 60 minutes of the beginning of that exam and if he/she leaves, he/she will not be permitted to return during the examination. Students must be escorted to the washroom. Students are encouraged to make full use of exam time in order to do well on each exam.
 - No student will be permitted to enter the examination room after 30 minutes from the beginning of the examination. It is the student's responsibility to report at the time scheduled for examination. No student will give or receive assistance of any kind in answering the examination questions. Students will not speak or communicate in any manner with others writing examinations.
 - Students are not permitted to take into the examination room any purse, book, paper, cell phone, translator, or anything else from which assistance in the exam might be derived. Should any breach of this rule be discovered, the supervisor will confiscate the examination paper and students will forfeit that portion of their mark.
 - Examination papers will be turned face down after completion of exam.
 - **It is a student's (and their family's) responsibility to check the provincial exam schedule to ensure that there is no conflict with potential travel dates.**

Promotional Policy

Grade 8 through 12 students will be assigned to the next grade level if they pass at least 3 of the following: English, Math, Social Studies, Science and Physical Education. Unless there are extenuating circumstances, students failing a course are expected to repeat.

In its effort to encourage excellence in many areas, Elgin Park wishes to recognize outstanding performances through the annual presentation of awards. Outstanding performances are recognized in the areas of Scholarships, Athletics and Service.

Honour Roll Status

To receive **honours standings**:

- a student must achieve a grade point average of 4.00 for a Certificate of Excellence
- a student must achieve a grade point average in the 3.50 to 3.99 range for the 1st Class Honour Roll
- a student must achieve a grade point average in the 3.00 to 3.49 range for the 'B' Honour Roll
- a mark of "F" or "I" in a course automatically disqualifies a student from the honour roll.

Calculations are based on the following:

A = 4.00 B = 3.00 C+ = 2.50 C = 2.00 C- = 1.00

Students who achieve honour roll standing at the end of the school year will be recognized in the year end newsletter.

Department Awards

Presented by various departments to those students whose achievements have been outstanding in particular subject areas.

Service Awards

Presented annually to those students who have made a major service contribution to the school.

Athletic Awards

Presented annually to an outstanding multi-sport male and female athlete in each grade.

Outstanding Students – presented to the top student in each grade.

Elgin Park “Orca” Award – presented to a graduating student whose scholastic achievement, involvement in extra-curricular programs and service contributions have made him or her the most outstanding all-round student in the school. This is a student who truly exemplifies a model Elgin Park citizen.

Elgin Park Bursaries and Scholarships

Presented to graduating students for achievement, outstanding service, citizenship and involvement in extra-curricular programs.

Elgin Park Secondary Code of Conduct

Elgin Park Secondary is a community of students, teachers, administrators and support staff who work together to achieve shared goals. This community is based upon a spirit of co-operation and mutual respect for all, regardless of gender, race, colour, religion, heritage or intellectual ability. The purpose of Elgin Park Secondary is to be a safe and respectful learning community where all students will prepare intellectually, socially and emotionally for their journey in a changing world.

THREE SCHOOL RULES

At Elgin Park, we believe that school expectations can be broadly categorized in three simple rules:

- 1. Respect yourself and others**
- 2. Respect learning**
- 3. Respect the environment**

STUDENT CODE OF CONDUCT

In order for our community to operate, we must all share a set of common expectations. It is these

expectations that have come to form the framework for the Code of Conduct.

As a member of the Elgin Park community, it is expected that you will adhere to this Code of Conduct or you will lose the privilege of being a member of the community. This code not only applies during the time you spend at school but also when you are travelling to and from school and on any school sponsored function.

The Code of Conduct can be broken down further by defining responsibilities in all areas. Students should refer to the Code of Conduct and Progressive Discipline Policy.

Suspension From School

Where a student displays inappropriate conduct or behaviour that does not conform to the expected guidelines and regulations of the school, a student may be suspended.

Dependent on the infraction or offence, students may be suspended for a period of up to and including five days (a Level 1 Suspension), or in excess of five days (a Level 2 Suspension).

Level 1 Suspensions of five school days or less are issued at the discretion of the School Administration and result in a scheduled interview with parents or guardians before a student's return.

Level 2 Suspensions in excess of five days are referred to the Board of Trustees via the Student Services Office and are dealt with by the Director of Student Services.

Students' Rights

Each student has the right:

- to receive responsible and competent instruction
- to receive a clear statement, in advance, in writing, of what is expected of students in each course
- to select courses best suited to personal needs (based on consultation with professional staff)
- to be represented in a properly constituted student government
- to form clubs
- to be free of discrimination based on race, religion, sexual orientation, nationality, economic status or political belief
- to have access to a fair hearing for grievances

Students' Responsibilities

Each student has the responsibility:

- to accept the consequences of his/her own actions
- to strive to give the best effort in his/her studies and participate in class activities to the best of his/her

ability

- to show consideration for the feelings of others
- to respect the rights and property of other students and staff
- to bring to the attention of staff or Students' Council conditions potentially harmful to the students in the school
- to do his/her best to keep lockers, classrooms, cafeteria and the school clean

Technology Use and Policy

Students who wish to have access to technology resources in the school must complete with their parent/guardian the "**District** Technology Access and Use Agreement" form. Students using technology resources are expected to do so responsibly and ethically.

Students are reminded that any activity that involves the use of school technology falls under the jurisdiction of the school and that all communication is subject to monitoring and is not considered being private. Thus students who use school computers must conduct themselves appropriately.

Elgin Park Secondary provides internet access and E-mail accounts for authorized users. School internet access is a privilege, not a right. School internet users must understand and agree to the **District School Internet/Mail Use Policy**; and have appropriate signatures on their Internet Registration Form. Only these students can access the Internet through school computers including Library computers. School accounts shall be used only by the authorized owner of the account. Account holders are responsible for all activity within their account. Students are therefore reminded to log off after each computer session.

Students are to be aware that they may be subject to discipline or, if applicable, confiscation of personal property for misuse of technology if it negatively impacts on the school environment