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[www.abbysenior.abbyschools.ca](http://www.abbysenior.abbyschools.ca)

**Ms. Carla Campbell**

**Acting Principal**

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|  **Mr. Bo Sidhu** | **Ms. Alexandra Klassen** |
| **Vice-Principal** | **Vice-Principal** |
| **A – F, Indigenous Students** | **G - Z** |

**2022-2023**



**STUDENT HANDBOOK**

ABBOTSFORD SENIOR SECONDARY SCHOOL

“A Tradition of Excellence”

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| **2022-2023 School Calendar of Events**

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| --- | --- |
| September 6, 2022 | School Opening  |
| September 19, 2022 | Student Photos |
| September 30, 2022 | National Day for Truth and Reconciliation - no school |
| October 10, 2022 | Thanksgiving Day – No School |
| October 17, 2022 | Photo Retakes |
| October 19, 2022 | Half Day for Parent-Teacher Conferences |
| October 20, 2022 | 2 Hour Early Dismissal |
| October 21, 2022 | Non-Instructional Day |
| November 10, 2022 | Non-Instructional Day |
| November 11, 2022 | Remembrance Day – No School |
| December 16, 2022 | Last Day before Christmas Vacation |
| December 19 - January 2 | Christmas Vacation |
| January 3, 2023 | School Re-opens |
| Jan. 27 – Feb. 3, 2023 | Grad Photos |
| February 1, 2023 | Grade 9 Immunizations |
| February 10, 2023 | Report Cards Posted |
| February 15, 2023 | Half Day for Parent Teacher Conferences |
| February 16, 2023 | 2 Hour Early Dismissal |
| February 17, 2023 | Non-Instructional Day |
| February 20, 2023 | Family Day – no school |
| Feb. 24 – Feb. 27, 2023 | Grad Photo Retakes |
| March 10, 2023 | Last day before Spring Vacation |
| March 13 – 24, 2023 | Spring Break |
| March 27, 2023 | Schools reopen |
| April 7, 2023 | Good Friday |
| April 10, 2023 | Easter Monday |
| April 28, 2023 | Non-Instructional Day |
| May 19, 2023 | Non-Instructional Day |
| May 22, 2023 | Victoria Day Holiday |
| TBA | Grand March/Prom |
| TBA | Awards Ceremony |
| TBA | Convocation |
| June 23, 2023 | Semester 2 ends |
| June 23, 2023 | Last Day for Students |
| June 30, 2023 | Year-end Closing/Term 4 Report Cards |
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**Principal’s Message**

Welcome to Abbotsford Senior Secondary School. As you walk through these halls, know that you are part of the Panther Pride! We are proud of our long tradition of excellence in Athletics, Arts, and Academics and we are thrilled that you will be a part of our future!

I want to encourage you to work hard this year and strive for success in all of your endeavors. Check out our banners in the rotunda and apply their messages to your daily routines. Ask yourself: Do I know the learning targets in all of my classes? Have I developed strategies to help meet those learning targets? Can I articulate what I am learning? Am I utilizing the feedback from my teachers to go deeper into the learning process? Am I organizing my schedule and managing my time in productive ways?

Abbotsford Senior has a diverse student population and you will have the opportunity to meet new people and make new friends. I encourage you to be kind to each other and take care of yourself.

Finally, I want to encourage you to get involved! Our multiple clubs, activities, and athletic teams ensure that there is something for everyone at Abby. We are committed to helping you find an outlet for your passion and providing you with opportunities to find your place at this school. Make Abby your own and become part of the great Panther tradition!

Have a great year!

Ms. C. Campbell

**Our Mission .............**

**“Abbotsford Senior Secondary School challenges its diverse student population to reach their academic and career potential through a variety of innovative programs.”**

# School History

*Steeped in Tradition:* Abbotsford Senior Secondary is a school with a 67-year history of excellence in education, sports, extra-curricular activities, and Panther spirit! At one time, Abbotsford Senior was the only public high school in Abbotsford. It opened its doors in September of 1955 and many of our community and educational leaders are proud alumni of the school.

Our $45 million renovation / was completed in 2012.

The building has been constructed to Leadership in Energy and Environmental Design (LEED) Gold standards, which would make it one of the first schools in the province to attain that level of sustainable and green design, according to district officials.

The structure will have features that promote water efficiency, energy conservation, and employ recycled, reused or renewable materials.

We have a population of approximately 1260 students and 112 teaching staff. In addition to the regular BC Provincial curriculum, Abbotsford Senior Secondary is proud to offer the International Baccalaureate Diploma Programme (DP since 1984), District Career Programs, ISP (Integrated Studies Program), and Soccer Academy.

Our academic subjects and school programs are supported by a wide variety of electives. Our Visual and Performing Arts Department offers Visual Arts, Drama, Jazz, Band, Guitar, and Drumline courses. Our Business Education courses, Industrial Arts and Technology Courses also offer excellent practical and creative challenges.

As there are a wide variety of extra-curricular activities offered at Abby Senior. Students are able to participate in numerous sports, the Snowball Tournament, Key Club, Student Leadership, HIB Leadership, Grad Committee, and the Scholarship Club.

***Who Is Eligible to Register***

Any student in the Abbotsford Senior Secondary School catchment is eligible to enroll as are students from outside the catchment provided they are approved for a District Program.

## Literacy/Numeracy Exam Schedule

**October/November 2022 (electronic only)**

|  |  |
| --- | --- |
| Oct. 31 – Nov. 4 | Literacy 10, Numeracy 10, Literacy 12 |

**January 2023 (electronic only)**

|  |  |
| --- | --- |
| Jan. 16 - 21 | Numeracy 10, Literacy 10, Literacy 12 |

**April 2023 (electronic only)**

|  |  |
| --- | --- |
| April 24 - 28 | Numeracy 10, Literacy 10, Literacy 12 |

**June 2023 (electronic only)**

|  |  |
| --- | --- |
| June 19 - 23 | Numeracy 10, Literacy 10, Literacy 12 |

\*The exams schedule is subject to change. Please check the Ministry website ([www.bced.gov.bc.ca/exams](http://www.bced.gov.bc.ca/exams)) for exam dates and times.

***Looking for School News***

School web site, news, calendar, photos and more: www.abbysenior.abbyschools.ca

Friend us on Facebook for news and events: www.facebook.com/abbotsfordsenior

Follow us on Twitter: [www.twitter.com/abbysenior](http://www.twitter.com/abbysenior)



## EMERGENCY PROCEDURES

## In case of Fire/Explosion

AT THE SOUND OF A FIRE ALARM ALL STUDENTS ARE TO EVACUATE THE BUILDING PROMPTLY. Follow the instructions given to you by your teacher. **If an alarm sounds when classes are not in session move immediately out of the building to the football field and join your Block A class teacher.**

Remember:

1. Follow your teacher out of the building.

2. Stay off all roadways.

3. Gather at pre-designated area on the Football field

 with your teacher.

4. Re-enter the school when the bells ring three times.

Tampering with alarms or fire safety equipment is a criminal offense. Any student caught for such an offense will be suspended and referred to the Police Liaison Officer.

## In case of Earthquake

In the event of an earthquake, students will follow practiced routines for such emergencies as per School District policies.

• DROP under heavy furniture (desk, table, etc.)

• COVER your head and torso

• HOLD on to the object you are under

• Wait for instructions for your teacher before you evacuate the building.

## Shelter in Place

• Students **must stay in their classrooms** and may **NOT** be

 permitted to leave without permission from the Administration

 or Police.

• Students **MUST** turn off their cell phones.

• Teachers continue teaching.

## Lockdown

• Teachers will turn off lights, cover windows and barricade

 doors.

• **Students must turn off cell phones and remain silent**.

• **Do not open the classroom door for any reason, including**

 **fire alarm.**

• Await further instructions.

## Student Demographic Information

Please contact the office if there is any change in your name, address, phone number or other important information.

## Fees

**Graduation Fee:** The basic fee for graduation will be **$60.00** to cover cost of gown and stole, cap and tassel, folder, diploma, tickets to convocation.

**Student Activity Fee:** A Student Activity fee of **$25.00** will be charged to cover costs of the student app, guest speakers, school events, student recognition, student leadership, lock, and locker rental.

**Athletic Fee:** A one-time fee of **$60.00** is charged to each athlete with their school fees. Individual team fees are charged at the beginning of the season. These fees offset the costs of supplies, tournament entry fees, officials, transportation, and uniforms.

**Soccer Academy Fee:** Students enrolled in the Soccer Academy will be charged a fee of **$750.00** for the year. All cheques must be made payable to School District #34 (Abbotsford) and paid at the School Board Office or on-line with Schoolcash.net.

## Photographs

Photographs are required of all students for identification purposes and for attachment to course planning documents. Picture Day is **Monday, September 19, 2022**. Retake Day is **Monday, October 17, 2022** (am only). Grad photos are Friday January 27 – Friday February 3. Grad Photo retake day is Friday February 24 and Monday February 27.

# *Policies and Procedures*

Abbotsford Senior Secondary School students are asked to conduct themselves in a way that brings dignity to both themselves and to the school. Our school operates in a spirit of cooperation. Teachers and administrators want to work with you. Please respect others and you will receive the same.



September 2022

Dear Parent/Guardian:

**Fair Notice: Student Threat Assessment Protocol**

The Board of Education has a responsibility to establish expectations of student conduct in schools as part of its governance role for the District. The Board believes that the responsibility for creating a safe, caring, and orderly learning environment must be shared by students, staff and parents. To support these aims, the Board has established both a District Code of Conduct for Students and a Threat Assessment Protocol for all schools.

The Abbotsford School District is dedicated to the creation and maintenance of school environments where all students, parents, staff, and visitors are safe. In keeping with this commitment, we have established district protocols, in partnership with the Abbotsford Police, for dealing with threats to members of the school community and/or school facilities. A threat is an expression of intent to do harm or act out violently, and may be verbal, gestural, written, drawn, or posted online. We take all threatening comments and behaviours seriously. Often when we hear in the media about a violent incident, we learn that the threat-maker had made threats in advance of acting violently. To keep our school communities safe, students, staff, parents, and community members have a duty to report all threatening comments and behaviours.

When knowledge of a threat comes to light, the school’s threat assessment team will investigate and appropriately enact the District’s Violence Threat Risk Assessment Protocol. The purpose of the threat assessment is to:

* Ensure the safety of students, staff, parents, and others;
* Ensure a full understanding of the context of the threat;
* Understand the factors contributing to the threat maker’s behaviour;
* Be proactive in developing an intervention plan that addresses the emotional and physical safety of the threat maker and others.

Once the threat assessment process has been initiated, information will be collected from a variety of sources, and interviews may be held with the student(s), the threat-maker, parents and staff to determine the level of risk and develop an appropriate response. Intervention plans will be developed and shared as required. The School District is subject to personal information privacy laws and will undertake the collection of this information in compliance with the requirements of such laws. Should you as a parent be invited to attend a meeting to discuss safety concerns regarding your child, please be assured that the primary goal of this meeting is to ensure safety. With your assistance, we will ensure that our schools are safe as we create the most inclusive learning environments for all students in our district.



Dr. Kevin Godden

Superintendent of Schools

***ABBOTSFORD SENIOR SECONDARY***

***SCHOOL CODE OF CONDUCT***

Our commitment is to promote a safe, caring, and orderly school where students and staff can learn and work effectively. We value diversity and guard the dignity and rights of all members of the school community. We strive for an environment that is free from discrimination based on gender, race, religion and/or sexual orientation as outlined in the BC Human Rights code. We will promote and support these values regardless of time and place or how we interact with one another - whether face-to-face or electronically. Our school code of conduct aligns with the District code of conduct. The District code of conduct is available on-line at abbyschools.ca. and our school website.

**CONDUCT EXPECTATIONS**

**Conduct Expectations**

Students are expected to conduct themselves as exemplary citizens both at school and in the community. Any conduct that adversely affects the school shall be considered a breach of the School Code of Conduct.

a) Examples of Acceptable Conduct –

Students should strive towards the following behaviours:

Ensuring that the educational rights of all members of the school community are respected.

* Respecting the right of every member of the school community to feel safe
* Promoting an environment of understanding and mutual respect
* Setting high standards for personal achievements and applying good effort in all curricular areas
* Respecting the property of others
* Informing an adult, in a timely manner, of any known bullying, harassment, intimidation
* Wearing clothing appropriate to the school dress code
* Being a positive ambassador for the school throughout the community

b) Examples of Unacceptable Conduct

Our students must refrain from behaviors that undermine our goal as stated in the School Code of Conduct. Such behaviors include:

* Interfering with a safe, caring, and orderly environment
* Interfering with the learning of others
* Academic dishonesty (plagiarism and cheating)
* Ignoring rules at school-related events: ex. weapons, fireworks, drugs, alcohol, and tobacco use
* Bullying, cyber bullying, harassment, intimidation, or physical violence.
* Retaliation against a person who has reported incidents to staff
* Publishing or displaying anything that is discriminatory against a person or a group of persons due to race, color, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, or sexual orientation.

**Rising Expectations –**

As students mature and become more positive role models in the community, they will gain a deeper sense of pride and belonging to their school. Their example will help guide younger students in reaching their potential within a safe, caring, and orderly school. As students mature, they will become more aware of their personal responsibility and consequently understand the need for more severe consequences for inappropriate behavior.

**Consequences –**

Violations of the School Code of Conduct will result in consistent and fair disciplinary action. The severity and frequency of the infractions, as well as the age, maturity, and the cognitive ability of the student will be considered in determining appropriate action. Whenever possible, disciplinary action is preventative and restorative, rather than punitive. Contravention of the School Code of Conduct will result in an escalating set of consequences and/or intervention that may include community service, detentions, loss of privileges, mediations, counseling, parent conferences, behavior contracts, and in-school or out-of-school suspensions.

**Notification –**

When there is a breach of the School Code of Conduct, school officials may have a responsibility to advise the following:

Parents of offenders and victims

School district officials as required by school district policy

Police and/or other community agencies as required by law

All parents when deemed to be important to reassure members of the school community

**Retaliation Prevention –**

All reasonable steps will be taken to prevent retaliation against a person who has given information or lodged a complaint concerning a violation of the School Code of Conduct.

***Attendance/Late Policy***

There is a direct link between success in school and regular, punctual attendance. Lunch and after-school study periods may be prescribed for unexcused classes.

Student responsibilities are outlined as follows:

* Attend all assigned classes all the time.
* Obtain permission from your teacher before leaving classes and schedule personal appointments outside of regular school hours.
* Have parent/guardian phone the school to excuse you or provide a written note explaining your absence or tardiness.
* Unexcused absences will result in a phone call home from your teacher. Classroom consequences will be applied.
* If pattern of absences continue, the teacher will refer to counsellors/ Vice Principal and a parent meeting will be scheduled to discuss further interventions.
* Admin interventions may include: detentions, loss of privileges, an attendance contract, a part-time program, possible withdrawal from a course, a support block, or an alternate school placement.
* Take responsibility for missed work and assignments, including those from excused absences. Make-up opportunities may be provided at teachers’ discretion.
* Sign out at the office if required to leave during the school day. Parent permission required.
* When late to school report immediately to the class in session and wait for the appropriate time to enter your classroom in a quiet manner to avoid disrupting teaching and learning.

***10/10 Rule (Guidance for Students Leaving the Classroom)***

No students permitted out of class during the opening 10 minutes of class or the closing 10 minutes of class.

During the middle portion of each block only one student is to be permitted out of class at a time. Teachers will establish a system for recording which students are out of class during the middle portion of each block so that we can efficiently follow up with students should there be issues in washrooms and other common areas during instructional time.

* The Abby Grind will cut off orders when the first bell rings before school and at the conclusion of lunch.
* Exceptions for the middle period of each block will be necessary for some classes such as Photography, Broadcasting, Leadership and PE Leadership which require students to be moving around the school. In these cases a hall pass identification system will be used.
* Grade 12 students who have a study block will also have an identification pass.
* Teachers will keep all students under their supervision at all times during each block. If a student or group of students need to be working in an alternative setting, teachers will make arrangements in advance with a colleague who will assume responsibility for supervising these students. For example, if a teacher needs a student or group of students to work on a project in the Learning Commons, they will make arrangements with the Learning Commons teacher beforehand.

## Parent Initiated Request for Extended Holiday Leave

A primary requirement of the School Act is that of regular attendance. We urge parents to plan vacations during the period when school is not in session. However, because family vacations occur at various times during the year and do not always coincide with the prescribed provincial school calendar, leave is sometimes requested. Generally, the school is not in a position to grant or deny permission for early leave for holidays or work. The decision is that of the parents, but they should be aware that absence may jeopardize grades. Teaching staff are not required to provide work for students who are going away for an extended period of time. Students must plan ahead so work and course obligations are met as the school cannot give course credit for work that is not done. The obligation in completing such work is that of the student. Students need to pick up an “Extended Leave” form from the office and get teachers to sign it. A copy of this completed form needs to be left with the office staff. The original copy needs to be given to the student’s parents/guardians.

## Study Periods

Study periods are available only to Grade 12 students who are taking 3 or more Academic courses during the semester in which the student block is requested. The list of acceptable courses is as follows: English 12, Math 12, Chemistry 12, Physics 12, Biology 12, History 12, Geography 12, Geology 12, Social Justice 12, Psychology 12, First Nations 12, Law 12 and students enrolled in the IB Diploma program; however, exceptions are made in unusual circumstances. Grades 9 – 11 do not have study blocks. Students not using “studies” properly may have them revoked. Studies will be offered for one semester only. Students may apply for a study through their counsellor and must obtain permission from the administration. Students with study periods will use the Learning Commons; they may not spend their time in the hallways. No Loitering in front foyer or the front of the school. Students are expected to work quietly and independently on school projects. A student request for a Study must be submitted by the application deadline. Ask your counsellor for details.

## Academic Misconduct/ Plagarism

Cheating on exams, plagiarism, or theft of another student’s work may result in a suspension for Academic Misconduct and an Internal Board of Review. With respect to the definition of academic misconduct, there is no distinction between providing work to or receiving work from another student. Such misconduct in a Grade 12 year may nullify any scholarship or bursary opportunities.

We value academic integrity and ethical behavior, and will not tolerate academic misconduct of any kind including:

* **Plagiarism:** “To copy and use the work of another as one’s own, without citing the author and source as commonly required, in the ‘text’, footnotes and bibliography. This work includes the thoughts, writings, images (art) or research (data and interpretations) of another, used in one’s own name.”
* **Cheating:** Talking/communicating in any way with other students during a test. Having any unauthorized test related material on or near the student’s desk during a test. Cell phone use. Failing to adhere to verbal or written testing guidelines.
* **Collusion:** Knowingly or intentionally helping another student perform any act of cheating or plagiarism.

**When an incident of plagiarism/cheating/collusion occurs, the following consequences will be imposed:**

1. All academic honesty infractions **will** be recorded in the student’s behavior record.
2. The student **may** receive an in-school suspension to complete the assignment or an alternate assignment/exam**.**
3. The students’ parents **will** be contacted by the teacher and advised of the consequences.
4. **Repeat Offense** The students **will** be referred to the administration and consequences may result in detentions or suspension from school.

## Cell Phones and Multimedia Devices

Effective September 2008, the School District Policy now states; “the use of cell phones/multimedia devices must never be used by students inside the school buildings unless it has been authorized by a school administrator/teacher.”

Abbotsford Senior Secondary School Policy states:

• Students may possess these devices but they must be turned off and kept out of sight during class except with teacher

 permission.

• Students caught using their cell phones may have them taken away until the end of the day. The administration will keep

 the phone until the student picks it up after 2:24 pm.

• Repeat offenders will face escalating consequences.

• If a teacher requests a student’s cell phone/electronic device for improper use, the student is required to give the device to the teacher. Refusal to comply will result in immediate referral to the office.

***Cell Phones and Exams***

Students may not have cell phones in their possession during final exams. A student who is found in possession of a phone during an exam will be held responsible for academic misconduct. In the case of a provincial exam, the Ministry of Education will be notified of the infractions.

***Electronic Music Devices***

Music devices are generally not to be used during class time, as they may interfere with instructional activities. They may be used in the classroom with teacher permission only. No electronic devices other than approved calculators, will be permitted during exams.

## Personal Security

You need to protect yourself from loss of personal property by:

* Not sharing your locker combination,
* Not bringing valuables, expensive electronics, or cash to school,
* Using a lock and locker in the P.E. change rooms.
* Not leaving items unattended.

Please report thefts or information about thefts to the office promptly. The school does not replace lost or stolen property but every effort will be made to help you recover your possessions.

## Student Dress Code

Abbotsford Senior’s student dress code supports equitable educational access and is written in a manner that does not reinforce stereotypes. To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently and in a manner that does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size.

**1. Basic Principle: Certain body parts must be covered for all students at all times.**

Clothes must be worn in a way such that the groin, buttocks, and nipples are fully covered with opaque fabric. All items listed in the “must wear” and “may wear” categories below must meet this basic principle.

**2. Students Must Wear**\*, while following the basic principle of Section 1 above:

* A Shirt (with fabric in the front, back, and on the sides under the arms), AND
* Bottoms (for example, pants, jeans, a skirt, sweatpants, leggings, a dress, or shorts), AND
* Footwear.

\*Courses that include attire as part of the curriculum (for example, safety, professionalism, public speaking, and job readiness) may include assignment-specific dress but should not focus on covering bodies in a particular way or promoting culturally-specific attire. Activity-specific shoe requirements are permitted (for example, athletic shoes for PE).

**3. Students May Wear**, if these items do not violate Section 1 above:

* Hats. Hats must allow the face to be visible to staff, and not interfere with the line of sight of any student or staff.
* Religious headwear
* Hoodie sweatshirts (wearing the hood overhead is allowed, but the face must be visible to school staff).
* Fitted pants, including opaque leggings, yoga pants
* Pajamas
* Ripped jeans, as long as underwear and buttocks are not exposed
* Tank tops, including spaghetti straps and halter tops
* Athletic attire
* Visible waistbands on undergarments or visible straps on undergarments worn under other clothing (as long as this is done in a way that does not violate Section 1 above).

**4. Students Cannot Wear:**

* Violent language or images.
* Images or language depicting/suggesting drugs, alcohol, vaping, or paraphernalia (or any illegal item or activity).
* Bullet proof vest, body armor, tactical gear, or facsimile.
* Hate speech, profanity, pornography.
* Images, symbols, or language that creates a hostile or intimidating environment based on any protected class or consistently marginalized groups.
* Any clothing that reveals visible undergarments (visible waistbands and visible straps are allowed)
* Swimsuits (except as required in class or athletic practice)
* Accessories that could be considered dangerous or could be used as a weapon.
* Any item that obscures the face (except as a religious observance or as personal protective equipment (PPE).

**5. Dress Code Enforcement**

To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently using the requirements below.

* School administration and staff shall not have discretion to vary the requirements in ways that lead to inequitable expectations and enforcement.
* Students will only be removed from spaces, hallways, or classrooms as a result of a dress code violation as outlined in Sections 1 and 4 above. Students in violation of Section 1 and/or 4 will be provided three (3) options to be dressed to code during the school day:
	+ Students will be asked to put on their own alternative clothing, if already available at school.
	+ If necessary, students’ parents may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day.
	+ Students will be given the option of borrowing clean school clothing.
* No student should be affected by dress code enforcement because of racial identity, sex assigned at birth, gender identity or expression, sexual orientation, ethnicity, cultural or religious identity, household income, body size/type, or body maturity.
* School staff shall not enforce the school’s dress code more strictly against transgender and gender nonconforming students than other students.
* Students should not be shamed or required to display their body in front of others (students, parents, or staff) in school. “Shaming” includes, but is not limited to:
	+ kneeling or bending over to check attire fit;
	+ measuring straps or skirt length;
	+ asking students to account for their attire in the classroom or in hallways in front of others;
	+ calling out students publicly about perceived dress code violations in front of others; and,
	+ accusing students of “distracting” other students with their clothing.

**Please refer to school website for full dress code details.**

## Lockers

The locker and lock assigned to each student is the property of the school and may be searched at any time by a school representative to ensure the safety and security of the school. Students are expected to maintain the locker in a neat and tidy condition and to keep it locked at all times with a school authorized lock. IT IS VERY IMPORTANT THAT STUDENTS NOTIFY THE OFFICE IF THEY CHANGE LOCKERS DURING THE YEAR. Students should not share their locker combination.

Periodically student lockers may be checked for drugs, weapons, and any other dangerous items. Locker checks are periodically conducted in order to maintain a safe and positive learning environment.

## Drug and Alcohol Policy

Students may not attend school, and/or any school function such as Grad activities, dances, field trips, sporting events in the possession of, or under the influence of, illicit substances or alcohol.

Students who are in violation will be suspended from school according to School District policy.

Students who are suspected of substance abuse will be investigated and parents will be notified.

Students in the company of people using drugs and/or alcohol are considered in breach of school policy.

## Weapons

Weapons of any kind are forbidden on this campus. Students who are in violation will be suspended from school according to School District policy.

Laser light use is prohibited, as well.

## Fireworks/Fire

The use of fireworks of any kind on or near school property will result in school disciplinary action. Also matches and lighters should not be used on school property. Students will be suspended from school and will not be permitted to return until they have completed a “Fire Starter” course sponsored by the Abbotsford Fire Department. Students must organize the date and time of the course.

**Hallway Behavior**

Students are expected to contribute to the cleanliness and orderliness of the school. Students are asked to clean up after themselves in the cafeteria and in the hallways. Inappropriate public displays of affection are prohibited. Students are asked not to loiter in high traffic areas.

## Smoking

Smoking is not allowed on school property by order of the Abbotsford Board of School Trustees. Students found in possession of smoking materials, **including electronic cigarettes and vapes**, will receive consequences as articulated in School District policy. Materials will be confiscated, and suspensions will apply.

***Electronic Bullying***

The school administration and the Police are dealing with an increasing number of bullying cases through the use of multi-media devices (cell phones, computers, and social media sites such as Facebook). If you receive threatening emails, texts, etc, DO NOT DELETE THEM as they can be used as evidence. If you send threatening e-mails/texts, you risk being suspended and/or dealing with the police.

## Computer use and network

School Computer use and network access is available to all students. Students must contact the Library Technician, Mrs. Wenting or Library Commons Teacher, Mrs. Pearson, or their teacher to obtain and sign a “Use of Internet Services Agreement.” The smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines respecting use. The terms and conditions are outlined in detail in the agreement. The terms and conditions for network users are intended to ensure the efficient, ethical, and legal utilization of network resources. None of the terms and conditions are optional; violation of any provision will result in the termination of access privileges. There will be NO use or access to any Internet chat sites, such as Facebook at any time. A student user who violates any provision may be subject to disciplinary action up to and including suspension.

## Student Parking

Student parking is provided for those students who choose to drive to school. Students are reminded not to leave valuables in their car. Driving a car to school is a privilege. Students driving in an unsafe manner (speeding, driving with undue care, driving with too many people in the car, or in breach of any other motor vehicle regulation) will be required to leave their vehicle at home. Police will be contacted and charges may be laid.

## Visitors – Abbotsford Senior Secondary School is a Closed Campus (by appointment only)

Visitors on legitimate school business are asked to phone the school and make appointments to see teachers, counselors, and administrators. Visitors should report to the office. Students are requested not to invite relatives, friends, or acquaintances to “drop in” for casual conversation or non-school related activities. Abbotsford Senior Secondary is a “**Closed Campus**” for the specific purpose of ensuring the safety and security of all people who work and study here. Day visitors accompanying students to class are not permitted.

***Emergency Closure of Schools***

During emergency situations, schools will be closed to ensure the greatest possible level of safety for students and staff. Reasons for such closures could include: bomb threats, gas leaks, fire, smoke, power failure, extreme weather situations, earthquakes, and other causes that may endanger students and staff. The Superintendent is responsible for all decisions relating to school closures.

In the event that inclement weather requires a school closure prior to the school day starting, the District will advise the following media outlets as early as possible before 6:00 a.m. of the details of the closure:

CBC Radio 690 AM Radio

STAR FM 98.3 FM Radio

CKNW 980 AM Radio

Country 107 107.1 FM Radio

News 1130 1130 AM Radio

The district will phone all student/staff homes via the School Messenger system in the event of school closure. The information will also be available on the voicemail systems at the School Board Office (604-859-4891) and on the School District website at [www.abbyschools.ca](http://www.abbyschools.ca/).

*Who can leave campus?*

Leaving school at lunch is a privilege. Students who leave campus and are involved in inappropriate activities, such as fights, drugs, shoplifting, will lose their right to be off campus at lunch. Parents will be contacted by school administration if there are concerns.

# PROGRAMS

## International Baccalaureate

Abbotsford Senior Secondary School is accredited as an International Baccalaureate World School and is home to the School District IB Program. This internationally recognized program, is the most rigorous in the world and is a passport to a global education, encouraging students to be active learners, well-rounded individuals and engaged world citizens. IB graduates are sought after by universities across the country and can receive up to one year of university credit for their high school studies.

The subjects at the core of the I. B. curriculum are arranged as follows:

Group 1 - Language A - Literature

Group 2 - Language B - a foreign language

Group 3 - Individuals in Society

Group 4 - Experimental Sciences

Group 5 - Mathematics

Group 6 - Electives

Diploma students select one subject for each area. Certificate students may choose courses in which they have academic strength and interest. Mr. Keeley is the coordinator of the IB program.

University bound students can choose a Math-Science Program that emphasizes inter-curricular approaches to research and analysis, teaching them to become mathematicians and scientists. Liberal Arts or Business Programs are also offered. All university prep programs will focus students on academic programs at universities or university-colleges. The IB Diploma and Certificate programs are available in all streams.

***Soccer Academy***

In affiliation with the Abbotsford Soccer Association and UFV, members of the soccer program will receive instruction and fitness training from National Level coaches.

## Integrated Studies Program – I.S.P.

The ISP program is an alternative program designed to assist academically capable Grade 9, 10, 11 and 12 students who are not experiencing success in regular high school.

BC curriculum courses are taught in a single classroom with one teacher and a teacher’s aide. Interactive lessons involve group work, discussion, and independent activities with a focus on academic excellence, social responsibility, and maturity.

The ISP program guarantees graduation for students who are committed to change and willing to meet three basic criteria:

 Excellent attendance

 A good work ethic

 A positive, respectful attitude

***District Careers Programs***

Abbotsford Senior Secondary School students have access to the District Career Programs. The Trades, Technology and University Transitions Programs are designed to give students experience and post-secondary credit while also completing their Dogwood Diploma. More information can be found at abbotsfordcareerprograms.abbyschools.ca

***Trades Programs***

Automotive Service Technician

Carpenter

Electrician

Hairstylist

Heavy Equipment Operator

Horticulture

Professional Cook

Welder

***Technology Programs***

Applied Business Technology

Architectural Drafting

***University Transitions Programs***

Aviation Ground School

Health and Human Services

# INFORMATION

## Report Cards

Report cards are issued two times a year, Quarter 2 final in February and Quarter 4 final in June. Student progress will be made available continuously in an on-line format.

**Checkmyprogress.ca.** Most teachers at Abbotsford Senior Secondary School use this program that is web based. This program allows for instant improvement in communication between teacher, student, and parent. Students and parents require a password to access this useful program. Please ask your child’s teacher for the password.

## Achievement Indication

A 86 - 100% Excellent

B 73 - 85% Very good

C+ 67 - 72% Good

C 60 - 66% Satisfactory

C- 50 - 59% Passing

I 40 - 49% Less than satisfactory

I 0 - 39% Very poor

***International Baccalaureate Achievement Indication (Diploma Yrs 1 and 2)***

7 96-100% Outstanding

6 90-95% Excellent

5 86-89% Very Good

4 76-85% Good

3 70-75% Satisfactory

2 60-69% Mediocre

1 50-59% Less than satisfactory

0 0-49% Very poor

## Final Course Marks

**Course credit is only awarded once student has completed all essential learning outcomes. All courses require excellent attendance.**

## P.A.N.T.H.E.R.S.

Abbotsford Senior Secondary School is committed to the development of character, citizenship and personal growth for all members of our school community. The following acronym represents the learning attributes we will emphasize cross-curricularly.

 ***P****roactive*

***A****daptive*

***N****oble*

***T****houghtful*

***H****onest*

***E****ngaged*

***R****esilient*

***S****elf-aware*

***Honor Roll***

Students attaining a 78% average or higher in a minimum of 3 courses, with at least 90% attendance and with no failing or incomplete marks, earn a position on the honor roll.

***Principal’s Reception Honor Roll***

Students who achieve an average of 90% or higher will be invited to an awards evening in the fall to recognize their accomplishments.

## Graduation Policy

In order to qualify for the Abbotsford Senior Secondary School Convocation, students must be able to meet all Ministry of Education Graduation requirements by the May 15th cutoff date. Students who fail to meet the Graduation requirements may not cross the stage at Convocation, however, if they wish to attend the Banquet and Dance (Prom), they may do so. Appeals on this deadline date will lie solely with the principal.

**The school administration reserves the right to deny a student the opportunity to attend the Convocation and/or Banquet and Dance (Prom) if they have not demonstrated appropriate citizenship qualities.**

**Prom Dates**

If your Prom date is not attending another high school, or a grad from Abbotsford Senior Secondary School within one (1) year, they will be required to provide a Criminal Record Search and a $200 refundable deposit. These can be purchased from the Abbotsford Police Department at your own expense.

## Scholarships and Bursaries

Many types of student aids are available to the students of Abbotsford Senior Secondary School. Counsellors work with students to apply for scholarships and bursaries. Please see your counsellor for further information after Term 1.

# STUDENT SERVICES

## Counselling Services

The Counselling and Student Services Department provides assistance to students and parents in the following areas:

1. General Educational Counselling
2. Specific School Counselling
3. Personal Counselling
4. Vocational Counselling
5. Referrals to other Social Services
6. Referrals to other Youth Services

Students are assigned a counsellor by alpha at the beginning of the year, although students are welcome to see any counsellor if they choose to.

A – G Mrs. Jongenburger

 H – P Mr. De Witt

 Q – Z Mr. Peters

## Course Change Policy

Deadlines for submissions for application for course changes are 1 week after the beginning of the semester. No course changes will be permitted after this deadline date has passed. The principal may review appeals to this rule only if extraordinary circumstances exists.  **Final decision on course changes rests with the Principal.** For practical courses, fees must be settled before courses will be changed.

## Career Counselling

The Career Centre offers information to assist students in exploring career and educational opportunities. The Centre provides information on all post-secondary institutions in B.C. as well as many others in the rest of Canada and the US. In addition, the Career Centre provides material and information necessary for job skills, correspondence programs, exchange programs (cultural and academic), apprenticeship programs, and scholarships and bursary applications. The Centre is open to all students from 8:00 a.m. to 3:30 p.m. See Ms. Doan for an appointment

## Learning Assistance

Learning Assistance provides the opportunity for students to increase basic skill levels while upgrading regular course work. Please contact your son/daughter’s counsellor for more information.

***Resource Program***

Abbotsford Senior Secondary School houses a resource program in room R107. These students will be integrated into classes where and whenever possible. Please help make their experience here at Abby an enjoyable one.

## Peer Tutors

Peer Tutors are often available to students who require additional support for a course or subject area. Students wishing to access the services of a peer tutor may pick up a request form from their Counsellor.

***Help Centre***

The Help Centre accommodates students moving in or out of the Integrated Studies Program. Students who need to complete course work, independently, through packaged curriculum may also access this Centre through their counselor.

***Link Crew***

Link Crew is on hold for this year.

The course is a part of the Senior Leadership Program and is a year-long transition program for Grade 9 students. The Link Crew program provides a structure which guides grade 9 students toward both academic and social success. With Link Crew, students help students succeed by using senior students as Link Crew Leaders to act as positive role models, motivators, and mentors for the incoming Grade 9 students. These leaders are extensively trained over 2.5 days prior to September. Each Grade 9 student is assigned to one of the Link Leaders. The program begins with a Grade 9 Orientation Day run by the Link Leaders and supervised by Ms. Wiebe and Mr. Dowedoff.

## Youth Squad Officer

The primary goals of the Youth Squad section is to open up lines of communication between students and the police, and to help students understand the role of the police within the community. An officer is available at Abbotsford Senior Secondary School to assist with information about policing as a career and to investigate police incidents.

***International Student Services***

This service provides support to the international students. The coordinator acts as a liaison between teachers and parents, homestay/school, as well as maintaining communication with the biological parents.

## Learning Commons

The ASSS Learning Commons and the Abbotsford Community Library ([www.fvrl.ca](https://webmail.sd34.bc.ca/owa/redir.aspx?C=d0aa1c5179854091a0a57260fc2f6bcc&URL=http%3a%2f%2fwww.fvrl.ca)) sit side-by-side.  Students are welcome to use the many resources, including seating, in both the school and public libraries. Please respect the community patrons, young and old, by using this facility in a respectful manner.  The Learning Commons is a quiet environment for studying, finding resources or reading.

## Medical Room

Report to the office if you require medical attention. If you are too sick to be at school, office staff will call your parents to arrange to get medical attention for you.

# *Weight Room*

Fitness development: Multiple cardio machines plus a complete selection of weight equipment are available for use after school only when and where supervision is provided. The Weight Room will be closed until such time health and safety can be assured post-pandemic.

***Sweeney Neighborhood Centre***

The Sweeney Neighborhood Centre which is located on the west end of the building includes a broad range of community services such as: childcare programs, health and wellness services and education, sports and recreation programs and family resources. The community partners include:

 Abbotsford Community Services

 Central Abbotsford Community School

 YMCA

 Strong Start Program

If you would like more information about the services provided, please contact the organizations listed above. ASSS students are welcome in the Sweeney Neighborhood Centre if they have an appointment or would like information from one of the organizations.

***P.E. Gym Strip Policy***

Students are required to wear a T-shirt, shorts or track pants, and non-marking running shoes for PE classes.

# GENERAL SERVICES

## Yearbook

The yearbook goes on sale in October via School Cash On-line. If you do not order your book, with your fee payment, you will not receive a yearbook. Please do not miss out on getting your book of Panther memories! Contact Ms. Janzen for more information.

## School Telephone

For personal calls, use the student phone in the rotunda outside the main office. It will be available before and after school and during the lunch hour. **STUDENTS ARE ASKED NOT TO MAKE PHONE CALLS DURING CLASS TIME.**

##

## Cafeteria

We are fortunate to enjoy excellent cafeteria services. Students are encouraged to use our cafeteria services for a nutritious lunch.

## Abby Grind Coffee Shop

The Abby Grind Coffee Shop offers gourmet artisanal coffees, teas, smoothies, pastries and treats to staff and students, and is open before school and at lunch.

## School Store

The Pit Stop is open at lunch. Students may purchase a variety of items. School clothing is available for purchase Fridays at lunch in the rotunda.

## Vending Machines

Vending machines to purchase snacks and juices are located throughout the school for the convenience of students, to **use at their own risk**. All profits from the machines help fund school programs. Vending machines are to be used only during NON-CLASS TIME. Please deposit cans and any refuse into the recycling containers provided. DO NOT LITTER!

## Lost and Found

The “lost and found” is kept in the main stairwell. The lost and found material is sent to the Salvation Army after it has been in the bin for more than 1 or 2 months. Please note the following: put your name on all P.E. strip articles, notebooks, texts, and equipment; and, never leave valuables in the gymnasium or locker room. LOCK THEM UP.

## Textbooks

Books will be issued in class periods. All books should have the student’s name, teacher’s name, and homeroom in them. Students who lose or damage books will be charged replacement costs. Graduates may not attend and Grad functions until all costs are paid.

## Student Activities

A vibrant school culture is more than the classroom experience. There are a variety of opportunities in community service, leadership, athletics, arts, and clubs. Listen to the announcements to get involved.

***“MY SCHOOL DAY” formerly Panther App***

Downloaded for free from the App Store or Google Play Store. This app allows you to follow what is happening at the school, block schedule and school calendar.