

# **ABBOTSFORD SENIOR SECONDARY SCHOOL**

**"In Pursuit of Excellence"**

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**2002/2003**

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## MISSION STATEMENT

### Our Mission .....

“To educate students in a supportive environment and to guide them toward reaching their potential today and in the future”

### ***PRINCIPAL’S MESSAGE***

Welcome to Abbotsford Senior Secondary School! Abby Senior is a school rich in tradition. Our dinner theatre productions are legendary. Our athletic teams have gone to the provincials many times in our forty seven year history and have come home with the prize several times. Our scholars have gone to do amazing things at universities around the world.

Abby is a place where we work hard and play hard. Once you have taken part in pep rallies, spirit days, Storm the Wall and so many other activities, you will have created moments at Abby that will be with you forever.

High school is a great deal of fun. These will be the best days of your life so far. But high school is also where you will develop the knowledge, skills and attitudes that can be the foundation for life-long success. Make a choice to get involved. Leave this place a little better than you found it.

The staff at Abby is committed to supporting you in achieving your goals. Please ask us for assistance at anytime.

Have a great year!

# CODE OF CONDUCT FOR STUDENTS

The opportunity to attend school is a privilege provided as part of contemporary Canadian society, but this privilege carries responsibilities. The B.C. School Act outlines the responsibilities for students and, in addition, the School Board and the School Administration build on this framework under the legal authority provided by the School Act.

Abbotsford Senior Secondary expects all students to conduct themselves in a manner worthy of the respect of others:

- be honest and forthright
- treat others with respect and courtesy
- respect the property of others
- attend regularly and punctually
- work to the best of their abilities

and to promote and maintain a positive school climate which is free of:

- lying
- cheating
- theft
- intimidation
- weapons
- illegal substances, or substances which can be abused.
- prejudicial behaviour
- racism
- harassment
- violence

Conduct by any student that adversely affects a school's climate or operation, including disruption of the learning environment, shall be considered a breach of the District Code of Conduct, warranting appropriate forms of intervention that may include suspension from attendance.

## **2002-2003 SCHOOL CALENDAR OF EVENTS**

Sept. 3	School begins. Half day for Grade 9/10 students only.
Sept. 4	All students attend.
Sept. 20	Homecoming.
Sept. 27	Professional Day. No school for students.
Sept. 30	School photos.
Oct. 10	Parent / Teacher Interviews
Oct. 11	Professional Day. No school for students
Oct. 14	Thanksgiving. Schools closed.
Oct. 25	Professional Day. No school for students.
Oct. 28	Photo Retakes
Nov. 6	Term 1 ends.
Nov. 7-8	Fall Break. Schools closed.
Nov. 11	Remembrance Day. Schools closed.
Nov. 22	Report cards sent home.
Dec. 13	Professional Day. No school for students.
Dec. 20	Last day of classes before Christmas break.
Jan. 16-18	Snowball Tournament.
Jan. 28	Term 2 ends.
Jan 29	Non-Instructional Day. No school for students
Feb. 3-7	Grad Photos
TBA	American Math Competition
Feb. 11	Report cards sent home.
Feb. 19	Parent-Teacher Interviews
Feb. 21	Professional Day. No school for students.
TBA	Cayley and Fermat math contests
Mar. 7	Last day before Spring break.
Mar. 24	School reopens.
April 15	Last day of Term 3
TBA	Euclid Math Contest
April 18	Good Friday. Schools closed.
April 21	Easter Monday. Schools closed.
April 25	Report cards sent home.
April 29-May 1	I.B. Art Show - Abbey Arts Addition.
May 7	Grad Reception
May 16	Professional Day. No school for students.
May 19	Victoria Day. Schools closed.
June 12/13	Convocation, Grad Banquet and Dance.
June 16	Awards Ceremony - 7pm
June 18	Last Day of Regular Classes
June 18	Provincial Exams begin.
June 27	Report Cards ready for pick-up.

# SCHOOL ORGANIZATION

## Class Schedule/Timetable

Abby Senior operates on a 5 period by 6 day modular timetable as follows:

Day	1	2	3	4	5	6
	A	B	C	A	B	C
	B	C	A	B	C	A
Blocks	C	A	B	C	A	B
	D	E	D	E	D	E
	E	D	E	D	E	D

Students take the same five classes each day. Blocks A, B and C rotate throughout the morning. Blocks D and E alternate each afternoon. Each term, students begin a new series of five classes. Students achieve course credit after successful completion of a series of requisite modules. The number of modules required for course credit varies and is outlined in the Course Planning Guide, available from counsellors. Students are required to complete all course modules successfully in order to receive course credit.

## Bell Schedules

### Regular Bell Schedule

#### Mon, Tue, Wed

Warning Bell	8:05
Period 1	8:10 - 9:10
Period 2	9:15 - 10:15
Period 3	10:20 - 11:45
Lunch	11:45 - 12:25
Warning Bell	12:25
Period 4	12:30 - 1:30
Period 5	1:35 - 2:35

#### Thurs, Fri

Warning Bell	8:05
Period 1	8:10 - 9:10
Period 2	9:15 - 10:15
Period 3	10:20 - 11:20
Lunch	11:20 - 12:00
Warning Bell	12:00
Period 5	12:05 - 1:30
Period 6	1:35 - 2:35

### Extended Day classes

AM	7:00 - 8:00
PM	2:30 - 3:30

# Achievement Information

## ***Report Cards***

Report cards are issued four times a year. Subject teachers periodically issue interim reports. Report cards will be issued directly to students to take home November 22, February 11, April 25 and June 27.

## ***Achievement Indication***

A	86 - 100%	Excellent
B	73 - 85%	Very good
C+	67 - 72%	Good
C	60 - 66%	Satisfactory
C-	50 - 59%	Passing
D	40 - 49%	Less than satisfactory
E	0 - 39%	Very poor

## ***Final Course Marks***

Course marks are computed based on the average of the module marks that make up a course. **Course credit is only awarded for final marks of 50% or more and it is expected that students will achieve at least 50% in all modules.** If a student receives a module mark of less than 40% the student will be required to repeat that module. In exceptional cases, module marks of 40% to 50% may be used in the calculation of the final marks.

## ***Honour Roll***

Students attaining a 75% average or higher, with no failing or incomplete marks, earn a position on the honour roll. The honour roll is displayed throughout the school and is submitted to the local newspaper.

## ***Awards***

Academic Awards: certificates are given to each student who achieves an “A” average in any subject for the school year. Certificates are awarded to the top student in each course.

## ***Scholarships and Bursaries***

Many types of student aid 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.

## ***Study Periods***

Study periods are available only to Grade 12 students who are taking a heavy academic load, however exceptions are made in unusual circumstances. Studies will be offered for one, two and in rare cases, three modules. Students may apply for a study through their counsellor, and must obtain permission from the administration. Students with study periods may use the cafeteria, library, or the quadrangle; they may not spend their time in the hallways.

## ***Passport to Education***

Students in the top 30% of each grade level will receive passport scholarship stamps which may be redeemed when applying to post secondary institutions.

Grade 9	\$125
Grade 10	\$175
Grade 11	\$225
Grade 12	\$275

## **2002/2003 Provincial Exam Schedule**

### **November**

Nov. 7	English
Nov. 8	Biology & History

### **January**

Jan. 24	Geography & English Literature
Jan. 27	English & French
Jan. 28	History & Chemistry
Jan. 29	Communications & Principles of Math
Jan. 30	Biology & Physics

### **April**

April 14	Principles of Math
April 15	English & Chemistry

### **June**

June 18	English Literature & Chemistry
June 19	English, German & Spanish
June 20	Communications & Principles of Math
June 23	History
June 24	Physics & French
June 25	Geography & Applications of Math
June 26	Biology

## **Programs**

### ***International Baccalaureate Program***

Taken in grade 11 and 12, successful completion of IB courses earn students university credit. Honours 10 courses are preparation for IB. The IB curriculum, shaped over the years by educators committed to the best in various disciplines, is offered across Canada and around the world.

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. Ms. Saenger is the coordinator of the IB program.

### ***Integrated Studies Program***

This program is designed for academically capable students who have had difficulty in the regular system. This "school within a school" offers core curriculum courses in one classroom through thematic study. Learning is more hands on with fewer lecture style lessons. This one, two or three year program will lead to a dogwood diploma and allows students access to community colleges & university.

### ***New Beginnings Program***

Program is offered to teens who are parenting or pregnant and wish to work towards completing their education. A licensed daycare is also on campus. Students can attend regular classes or work on an independent program.

# STUDENT SERVICES

## ***Counselling Services***

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

- a) General Educational Counselling - assistance with your program and course selections; explanation of ministry, district and school policies and regulations.
- b) Specific School Counselling - help in solving problems with grades, study skills, school relationships and classroom behaviour.
- c) Personal Counselling - advice on general problems with school, friends, family, or the community.
- d) Vocational Counselling - provision of post-secondary educational and career information and work experience.
- e) Referrals to other Social Services - Human Resources, Mental Health, Public Health, Probation, outside counselling services and alternate educational programs.
- f) Referrals to other Youth Services - Youth Commission, Recreation Commission.

Students are assigned a counsellor at the beginning of the year, although students are welcome to see any counsellor if they choose to. Counsellors are available at all times to assist students and their parents.

## ***Career Counselling***

The Career Center 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 on many in the rest of Canada and the United States, with an extensive collection of calendars available for borrowing. The Center utilizes "Choices" and "Bridges" which are computer programs designed to match an individual's skills, aspirations and needs with a comprehensive data bank of national and local career information. 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 center is open to all students from 8:00 a.m. to 3:30 p.m. on school days for resource use

and individual appointments with the Career Advisor. Check out the Post Secondary links through the Abby Senior web site.

### ***Resource Centre***

The Resource Centre is open before school, during lunch and after school for any students requiring assistance in study skills, test taking skills, note taking and organization skills. If you are struggling in any of your courses or require individual assistance, please drop by at your convenience or see your counsellor.

### ***Homework Centre***

Homework Center is a classroom open at lunch and afterschool as an alternate place to do Homework. It is a quiet room where you can receive help in a variety of core subject areas and has materials to support these classes. Students who are behind in a class, have been absent, or who need to do their homework in a structured setting can utilize this room.

### ***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.

### ***Career Preparation***

The Career Preparation program at Abbotsford Senior enables students to explore career goals by spending time with an employer in a particular field of work. This program facilitates the transition from school to employment by giving students practical experience and a chance to acquire important work related references.

Students are scheduled in the course for a full afternoon during one module. This allows them to be out of the school and at the work site under the supervision of their employer. See Mr. Peters or Mr. Burns for more details.

### ***School Liaison Officer***

The primary goals of the school liaison 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. Constable Tomasi is available at Abbotsford Senior to assist with policing as a career, class projects, and trouble with the law.

### ***Library***

The library is open all school days from 8:00 a.m. until 3:30 p.m. Students wishing to use the library during a regular period should have specific work requiring the use of library materials and are required to obtain a "library permission slip" ahead of time from their teachers. Students on a study period are welcome to use the library for quiet study when there is space available.

### ***Medical Room***

Report to the office if you require medical attention. Office staff will call your parents to arrange to get medical attention for you.

# **SCHOOL ACTIVITIES**

To make the most of your school year, students are encouraged to get involved. Below are some possibilities:

## ***Student Leadership Class***

Student Leadership is your student government. Its function is to provide the leadership and enthusiasm necessary to help make school an exciting place. The Leadership class needs your support. Please involve yourself in dances, fund raisers, noon hour activities, intramurals, pep rallies and all other extra-curricular activities. To become involved in Student Leadership contact Mr. Peary, the Student Leadership teacher.

## ***Athletic Teams***

Football  
Rugby  
Volleyball  
Basketball  
Wrestling  
Cross-country

Tennis  
Soccer  
Mountain Biking  
Track and Field  
Golf

## ***Clubs***

Graduation Committee  
Campus Life  
Open Wood Shop  
Essay Competitions  
Debating  
Multicultural Committee  
Computer Club

Mathematics Competitions  
Science Competitions  
Theatre  
Auto Racing  
Open Auto Shop  
Club of "Good Deeds"

## ***Field Trips and other School Events***

Field trips and other school events are intended to enrich your secondary school experience. Students who wish to participate in any of the wide variety of school organized events are reminded that they must be a student in good standing in terms of academic achievement, attendance and any other student discipline issues.

# **STUDENT GUIDELINES**

## ***Student Conduct***

Abby students are asked to conduct themselves in a way which 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.

## ***Attendance Policy***

We believe that regular attendance and punctuality are fundamentally important. There is a direct link between success in school and regular, punctual attendance. Lunch and after school study periods may be prescribed for missed classes. Students who miss more than 10% of their class time may be denied course credit.

Student responsibilities are outlined as follows:

- Attend all classes all the time.
- Obtain permission to leave classes and schedule appointments after school hours.
- Have parents/guardians contact the school by telephone or note when unavoidably late or absent.
- Discuss any absence with teachers.
- Take responsibility for missed work and assignments. Make-up opportunities may be provided at teachers' discretion.
- Sign in at the office if you are more than 5 minutes late in the morning.
- Sign out at the office if required to leave during the school day.
- When late to class, wait for the appropriate time to enter in a quiet manner to avoid disrupting teaching and learning. Students should explain the reason for tardiness when teachers ask and should accept the consequences assigned.

## ***Pagers and Cellular Telephones***

Students at Abbotsford Senior are not permitted to possess pagers, beepers or cellular telephones while on campus. Devices will be removed from students if it comes to the attention of staff. If there is

an emergency, parents can contact the school and you will be notified immediately.

### ***Electronic Music Devices***

Music devices are not to be used during class time, as they may interfere with instructional activities. They are only to be used in the classroom with teacher permission.

### ***Theft***

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

- not sharing your locker combination,
- not bringing valuables or cash to school,
- using a lock and locker in the P.E. change rooms.

Please report 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. Report any information to one of the administrators if you witness a theft.

### ***Surveillance Camera***

A number of surveillance cameras have been installed around the school. These cameras are for student protection. The cameras are there to monitor student vehicles and school grounds from being vandalized.

### ***Locker Checks***

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, or any school function such as dances or field trips, 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 will be investigated and parents will be notified as a precautionary measure.

## ***Weapons***

In the interest of student health and safety, weapons of any kind are not permitted on this campus. Students who are in violation will be suspended from school according to School District policy.

## ***Student Dress***

This school is a place of business. Students are asked not to wear articles of clothing that promote alcohol, drugs, inappropriate language, violence or promiscuity. Specifically prohibited are bare midriffs, tank tops, tops with spaghetti straps and low necklines. Regular clothing must cover underwear. Inappropriately revealing clothing is not acceptable. Students will be asked to replace such clothing with proper attire. In the event of a disagreement, the principal's decision will be final.

## ***Smoking***

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

## ***Computer use and network***

School Computer use and network access is available to all students. Students must contact the library 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 is optional; violation of any provision will result in the termination of access privileges. A student user who violates any provision may be subject to disciplinary action up to and including suspension.

## **GENERAL SERVICES**

### ***Parent Handbook***

The Parent Handbook is a resource for parents on school program offerings, staff lists, procedures, student guidelines, exam info and so much more. Contact the school office to get your copy.

### ***School Newspaper***

The school newspaper, published by the Journalism 12 class, will be issued monthly after September. It will feature news about school life.

### ***School Newsletter***

The school newsletter is published monthly and given to all students to take home on the last Friday of each month. It includes information about happenings at Abby including academics, school life, athletics, arts, special events and important dates.

### ***Yearbook***

The yearbook goes on sale in September. You are encouraged to purchase a yearbook as soon as the sale is announced. Don't end up paying extra by waiting until the end of the year. Even worse, you may miss out on a record of some of the greatest days of your life.

### ***Telephone***

For personal calls, use the pay phones in the main entrance or near the large gymnasium. A free student phone is located 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 under the direction of Chef Fopp. Our lunch break is 40 minutes. Students are encouraged to use our cafeteria services for a nutritious lunch. STUDENTS ARE ASKED TO EAT THEIR LUNCHESES IN THE

CAFETERIA AND BUS THEIR OWN DISHES. LITTER IS A PROBLEM FOR WHICH WE ARE ALL RESPONSIBLE. PLEASE HELP BY USING THE LITTER CONTAINERS.

### ***School Store***

The Pit Stop is open in the morning, at lunch and after school. Students may purchase a variety of items including school supplies and food. All profits are reinvested in school programs. School clothing is available through the office.

### ***Vending Machines***

Vending machines are located in various areas for the convenience of students who wish to purchase snacks, juices and soft drinks. With the exception of the cafeteria, all profits 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 maintained in the main office. The lost and found material is sent to the Salvation Army after it has been in the office for more than 1 or 2 months. Please note the following: put your name on all P.E. strip articles, note books, texts, and equipment; and, never leave valuables in the gymnasium or locker room. LOCK THEM UP.

### ***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 YOU NOTIFY THE OFFICE IF YOU CHANGE LOCKERS DURING THE YEAR.

## ***Textbooks***

There is no rental charge for 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 may be charged replacement costs.

## ***Student Parking***

Student parking is provided for those students who choose to drive to school. In order to ensure security for students and the school we have installed a surveillance camera in the north student parking lot. Students are not required to purchase parking passes.

Students are required to park in designated student parking lots only. Students whose cars are inappropriately parked will have their cars towed.

## **OTHER INFORMATION**

### ***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. 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.

## ***Emergencies***

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 and await instructions.

Remember:

1. Get out of the building.
2. Stay off all roadways.
3. Stay at least 75 feet from the building.
4. Re-enter the school when the bells ring twice.

Tampering with alarms or fire safety equipment is a serious offense.

## ***Student Demographic Information***

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

## ***Payment of Fees***

Students are required to pay course fees. Prompt payment of fees is crucial for courses to run smoothly. Invoices will be issued in Term

1. Please pay your fees promptly. Students who have outstanding fees from the previous June must make arrangements with the office. Annuals and report cards will not be handed out to students with outstanding fees.