



# Northumberland Regional High School

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[nrhs.ccrce.ca](http://nrhs.ccrce.ca)

## **School Administrators:**

Matthew O'Toole, Principal

Krista Brown, Acting Vice-Principal (Grade 11-12)

Trevor Foley, Vice Principal (Grade 10, CEP 10-12)

Trevor Whynott, Vice-Principal (Grade 9)

***This agenda belongs to:***

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/TOWN \_\_\_\_\_

POSTAL CODE \_\_\_\_\_ PHONE \_\_\_\_\_

STUDENT NO. \_\_\_\_\_ HOMEROOM \_\_\_\_\_



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## Who we are & what we do...

Northumberland Regional High School is a comprehensive school designed to meet the educational needs of a variety of learners. Curricular, co-curricular, and extra-curricular programs focus on a number of opportunities and choices for students to improve their learning and enhance their lives.

Curricular opportunities at NRHS include CEP (Career Exploration Program), academic courses, open-level courses, graduation-level courses, and the International Baccalaureate (IB) program.

1. We are courteous, respectful and considerate at all times.
2. We are an inclusive community, valuing each other's differences.
3. We arrive to school ready to learn: on time for class and with all the necessary material.
4. We speak respectfully. We do not put down, harass or intimidate others.
5. We respect all property inside and outside the building and our surrounding community.
6. We use technology appropriately and when it serves to enhance or support the learning experience.
7. We strive to be positive school, community and global citizens.

Our school uses restorative approaches in working with our school and community members—from students and staff to parents/guardians, we believe in building strong, positive relationships with one another in order to work towards increasing student achievement. NRHS students and staff are committed to providing students with a safe, respectful learning environment: We believe everyone has the **right** to learn and the **responsibility** to respect the rights of others.

NRHS Bell Schedule	
<b>Call to classes (first bell)</b>	<b>8:50 am</b>
<b>Period 1</b>	<b>8:55-10:11</b>
<b>Break</b>	<b>10:11-10:22</b>
<b>Period 2</b>	<b>10:22-11:38</b>
<b>Lunch</b>	<b>11:38-12:22</b>
<b>Period 3</b>	<b>12:22-1:38</b>
<b>Break</b>	<b>1:38-1:49</b>
<b>Period 4</b>	<b>1:49-3:05</b>

# Attendance, Lates, Exams and Assignments

## Attendance Procedures

Parents/guardians are required to notify the school either by phone or note if a student is/was absent from class. The school will update any student's attendance when they are involved in a school-based activity; attendance will be marked ACT.

Regular attendance in all classes is a key factor in student success. To minimize disruptions and maximize learning, it is also necessary that students be in all scheduled classes on time. If a student is struggling to attend due to specific issues or concerns, students and parents are encouraged to contact administration as soon as possible.

Please note that students on school property during the school day are to attend all scheduled classes. Students who are present at school but not attending classes are considered a safety concern and will be referred to administration.

**Please note:** all excuses from home must be submitted within five (5) days of the absence, otherwise the absence will be left as an unexcused absence.

## Lates

Habitual lates have a negative impact on student learning. Lates will be considered disruptive to the learning environment and teachers may apply consequences for habitual lates. School administration will intervene if teacher interventions do not help solve the problem.

## Nova Scotia School Attendance Policy

Student attendance and engagement are imperative factors for student learning and success. Students who are not attending and have missed 20% of their schedule time in a course may be withdrawn from that credit. At NRHS, that equates to 20 missed classes. Please note that this policy is intended to be supportive and has a series of built in supports to try and encourage and improve student attendance. If students are going to be absent for extended periods of time or on a regular basis, please reach out to an administrator to discuss a pro-active and supportive plan. In order to see the complete policy, please visit the link below.

[provincialstudentattendanceandengagementpolicy.pdf \(ednet.ns.ca\)](https://ednet.ns.ca/provincialstudentattendanceandengagementpolicy.pdf)

## Culminating Assessments

Culminating assessments are completed at the end of each semester, in January and again in June. Culminating assessment expectations will be clearly communicated in teacher communication plans for each course.

## Assignments/Tests/Assessment

In order for teachers to provide meaningful feedback on student achievement, assignments must be handed in on the assigned due date. It is the responsibility of teachers to set reasonable deadlines and to clearly communicate these deadlines to students.

For students who do not complete an assessment for the expected deadline:

- The teacher will confer with the student and/or parent to determine whether to exempt the student from the assessment or if an extension or modification is appropriate
- If an extension is given, the assessment must be handed in on the agreed date or a mark of 0 will be recorded.

## **Classroom Expectations:**

In order for all students to be successful in their classes, we believe students should:

- Put forth their best effort
- Follow teacher instructions
- Be kind and supportive to classmates
- Engage in the learning process

***Academic honesty is expected from all NRHS students. Neither plagiarism nor cheating will be tolerated at our school and will result in consequences.***

Examples of plagiarism can include (but are not limited to):

- Submitting work that is not your own as your own
- Purchasing work from internet sites or individuals with the intention of submitting the work as your own
- Quoting directly or indirectly from any source without properly giving credit to the source of the quote
- Writing/creating an assignment for someone else
- Allowing another person to copy your work
- Communicating with or copying from another student in an assessment situation

## **Late Assignment Policy**

A copy of the provincial late assignment policy can be found below. In summary, students are responsible for completing assessments on or before the assigned due date. If a student is not able to complete an assessment before the assigned due date, they should see the teacher in advance and discuss alternate arrangements.

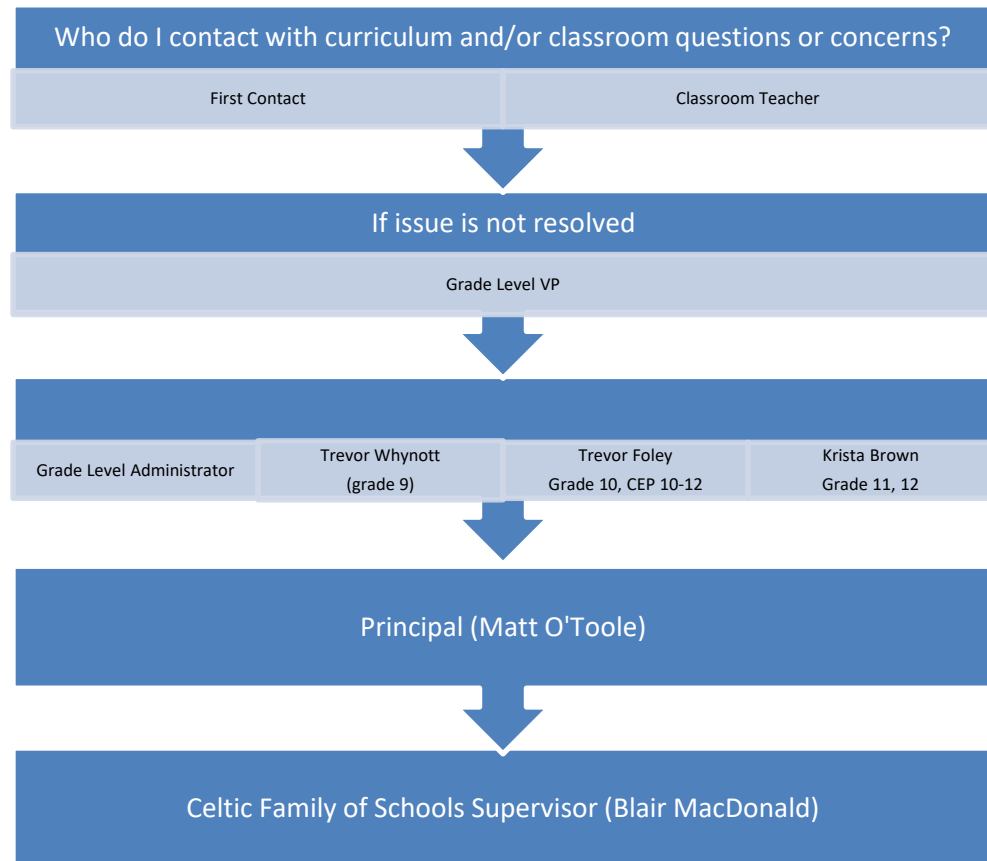
Should a student not complete an assessment by the assigned date a temporary code of “missing” will be assigned in PowerSchool. The teacher will then reach out to the student and/or parent and assign a new date for completion. If the assessment is not completed by the alternate due date, then a mark of incomplete (o) will be assigned.

Please note that it is expected that teachers reach out to parents for major assessments. This may be done by phone or by email so please be sure that your information in PowerSchool is correct and up to date.

[studentassessmentpolicyclassroomassessmentduedateextensionproceduresen.pdf \(ednet.ns.ca\)](#)

# Addressing Academic and Classroom Concerns

Should students or guardians have academic and or classroom concerns we ask that they reach out to the contacts below. Please note that staff contact information is on course communication plans, on our website or can be obtained by calling the main office.



Please note that teacher contact information can be found in PowerSchool or on our school website.

# Code of Conduct

The following actions are considered serious offenses against our Code of Conduct and will be dealt with by Administration according to the policies outlined by CCRCE:

- Engaging in or contributing to physical violence
- Attacks on identity (race, religion, sexuality, etc)
- Bullying
- Disrespect/defiance toward school staff,
- Harassment
- Possession/use of drugs/alcohol/nicotine products
- Possession of weapons
- Verbal Abuse
- Theft
- Vandalism

Consequences for these violations of our Code of Conduct may include out of school suspension, loss of privileges, and/or referral to CCRCE for extended suspension. **It should be noted that school administrators are able to issue suspensions of up to 10 days should circumstances warrant.**

Please also note that school consequences may be warranted for any actions or events that have an impact on the school community. This included events that happen off property, out side of school hours, online, etc. Any incident that may have a negative impact on our school or the safety and wellbeing of our students can be addressed by school administration.

Please note that the Provincial School Code of Conduct can be found at [provincialschoolcodeofconduct.pdf \(ednet.ns.ca\)](http://provincialschoolcodeofconduct.pdf(ednet.ns.ca))

## School Community Expectations

We believe our washrooms should be safe spaces and that includes eliminating smoke in the air and minimizing group meetings. Students should feel comfortable walking into a washroom in our school. Students found habitually hanging out in washrooms will be referred to the office.

Smoking, including all forms of tobacco and e-cigarettes, is not allowed anywhere on CCRCE property, including NRHS. A smoking area is located near school property for use by students. Violation of this expectation will result in an out-of-school suspension and possible impacts to student extra-curricular activities.

PDAs (Public Displays of Affection) are inappropriate in a school environment because of the intimate, private nature of these behaviors. Students at NRHS are expected to refrain from PDAs while in school.

NRHS students are expected to dress appropriately for school. Clothing must not display inappropriate or derogatory language or messages, drug/alcohol-related paraphernalia/messages, or sexually explicit comments/implied messages. Clothing may be deemed inappropriate for a learning environment and students could be asked to change into something more appropriate.

No objects – including snowballs – are to be thrown on school property.

Skateboards are not allowed to be used on CCRCE property and must be properly secured before travelling on CCRCE busses.

Students are expected to use respectful and appropriate language while on school property.

All persons on NRHS property are expected to conduct themselves in a manner that is respectful to those around them. Failure to do so may result in the individual being asked to leave school property.

Students on a “free period” who choose to remain in the building are expected to be in the cafeteria or library. Students are not to be in academic areas while on their free periods.

NRHS is a scent free zone. All school community members are asked to refrain from using scented perfumes, colognes, etc.

All school community members are asked to respect our building by using appropriate garbage and recycling bins. Littering, both inside and outside, may result in consequences.

## **Use of Illegal/Restricted Substances**

Students who use, are found to be under the influence of, and/or are in possession of illegal or restricted substances (and/or paraphernalia) at NRHS will receive consequences:

1. **Minimum** – 5 day out-of-school suspension with mandatory transition/return meeting prior to the student’s return to classes
2. Loss of dance privileges for one calendar year
3. Extra-curricular sanctions are typically imposed. Athletic consequences will be based on recommendations made by NRHS’ Athletic Council.

## **In- School Suspension Expectations**

### **Purpose/Focus of ISS:**

- Effort to change inappropriate behaviors before an OSS happens
- Recognize expected and acceptable school and classroom behaviors
- An opportunity to experience success while removed from regular classroom instruction. Students will re-group, re-focus and reflect on behaviors that precipitated the consequence of ISS without missing their classroom work.
- Focus on social and behavioral growth in a structured learning environment

### **Expectations:**

- Students will meet with the grade level administrator
- Home is notified of when and why an ISS is happening
- Teachers will be notified and will provide work to the ISS support teacher
- Upon arrival, students will report to the office and should have all necessary materials needed to complete their work for the day
- Student’s cell phone will be placed in the office safe and can be picked up for lunch. Cell phone must be returned to the office prior to their return to ISS room
- Students are expected to use ISS time to complete all assigned and/or outstanding work
- Students may have access to technology with permission from the ISS support teacher
- Students placed in the ISS room will be excluded from participation in all extra-curricular activities, including assemblies, sports games/practices or any other activity after school. This will continue until the suspension time is completed
- A student who is tardy, absent, disrespectful or who does not complete their assigned daily work will be assigned additional consequences
- Failure to meet these expectations will result in further disciplinary actions

## Parking and Vehicle Usage

Students driving **vehicles** to school are expected to park in the student parking area, obey speed limits, and at all times operate vehicles in safe and courteous manners while on or near school property. **Driving and parking on school property is a privilege which may be revoked.**

Vehicles are parked at their owner's risk.

Drivers must respect all speed limits and safety expectations – RCMP are routinely notified when reports of reckless and/or dangerous driving are received.

## Electronic Devices

In some circumstances, personal electronic devices such as cell phones may be included in classroom instruction. It is our belief, however, that education around *how* and *when* to use electronic devices is an essential element of our broad curriculum. We are also becoming increasingly aware of the potential for harmful consequences of habitual cell phone use: from cyberbullying to impacts on attention spans, overuse of or addiction to cellphones is a growing problem in society. Within our school, we also believe inappropriate cellphone use is becoming a significant barrier to student success in the classroom.

As an educational institution, we believe it is our responsibility to help manage the amount of time teenagers spend in front of their screens. **Therefore, cellphone use is prohibited during instructional time, unless expressly directed by the teachers.** Students are welcome to use their phones before and after class, on break, on frees, at lunch and after school. Cellphones do not need to accompany students to the bathroom or if a student needs to be in the halls during instructional time.

In support of this policy, we ask that parents/guardians try to limit their texts to students during instructional time. In the event of an emergency, **parents are asked to contact the office.** Staff there will call directly into the classroom and bring the student to the office so that they can make contact with home.

**If cell phone use becomes a significant disruption from a student's learning, the school may require that a student attend without the phone on their person.**

## Dance Policy

NRHS dance attendance is limited to current NRHS students and their approved guests from other high schools (from grades 9-12).

Please note that NRHS dances are school dances: to attend, a guest must be a student in a public school. Exceptions *may* be made in the case of Grad Prom. Please check with your grade level Administrator for permission if this is the case.

In all cases, NRHS guests must be in grade 9 or above.

All guests must be signed in and approved before the dance. Administration has the right to refuse admission to students and/or their guests.

Student attendance will be reviewed prior to each dance. Students with significant unexcused absences may lose dance privileges.

All students must respect the school's expectations concerning drugs/alcohol. Any student under the influence or in possession of drugs or alcohol at any school event, including dances, will be suspended out



of school a minimum of 5 days and will be banned from attending all dances for a period of one calendar year.

All students – including guests – must show their own current school photo ID at NRHS dances. Those without current school IDs will be refused admission. Visiting students may use a letter signed by their school's administration as ID if no school ID is available.

Students serving any type of suspension (whether in-school or out-of-school) are not permitted to attend an NRHS dance. This extends to students from other schools who wish to be signed into an NRHS dance by an NRHS student.

Students should take note of the fact that all "sign-ins" must be signed into NRHS dances during designated sign-in times. NRHS students are required to purchase their own ticket and the ticket for the student they are signing in, simultaneously.

Please see any member of the Student Council's Dance Committee, the staff advisor, or school administration with questions about dances at NRHS.

## Celebrations

### NRHS Academic Awards



The NRHS Academic Awards celebration is a time to reflect on the dedication of our outstanding students and to celebrate their success. The evening begins with music, decoration, and accolades including certificates and medals. The evening always concludes with a wonderful reception, catered by our CEP Food Services students and staff.

NRHS honors the outstanding academic performance of our students with the following awards:

#### **Honors with Distinction:**

A student qualifies for Honors with Distinction if:

1. The student has passed all courses in which they were enrolled for the current school year.
2. The student's average for their top 5 courses is 90% or higher

For the purposes of calculating averages, scores from Higher Level IB courses, English 10 Plus and Mathematics 10 may be used twice.

#### **Honors:**

A student qualifies for Honors if:

1. The student has passed all courses in which they were enrolled for the current school year.
2. The student's average for their top 5 courses is 80% or higher

For the purposes of calculating averages, scores from Higher Level IB courses, English 10 Plus and Mathematics 10 maybe used twice.

Please note that final grades are used for all calculations. Please also note that students who are enrolled for 1 semester during a calendar year will have their averages calculated using their top three courses.

## NRHS Nighthawk Celebration

With dozens of sports teams, school clubs, bands and ensembles and service organizations operating within our school, NRHS is an active place! Our annual Nighthawk Celebration honours not only the students who participate in extra-curricular offerings at NRHS, but also the NRHS school community volunteers and leaders who contribute countless hours to making NRHS the best place it can be for our students and our school.

The Nighthawk Celebration is held in the school's Presentation Centre which is always well-decorated in red, white and black for the occasion. Musical entertainment from our various Jazz ensembles entertains those in attendance prior to the commencement of the evening's program, and art from our students adds to the festive spirit of the event.

A highlight of the evening is always our video presentation of the "Year in Review," and the awarding of Artists of the Year and Athletes of the Year. Our SOAR Awards recognize one male and one female student as epitomizing our school's principles of Safety, Opportunity, Achievement, and Respect for all and, in so doing, are two of the highest honours our school awards.

## School Safety Resource Officer

Constable Dave Gagnon of the RCMP will be available in his office, located just outside Student Services. Constable Gagnon is available to answer questions related to just about any legal matter, and will act as a resource for staff, students and families

## Student Services

Students can receive assistance from one of NRHS's **guidance counselors**. Our counselors offer assistance with:

- Personal/social challenges
- Academic challenges
- Course selection
- Career planning
- Post-secondary educational planning

NRHS has a **school psychologist** on-site on a part-time basis who offers:

- Psycho-educational testing for students referred by staff
- Counseling services
- Referrals to outside agencies

## Career Exploration Program

The Career Exploration Program (C.E.P.) is designed for high school-aged students in grades 10, 11, and 12 who are interested in courses that combine high school leaving requirements with occupational skills training and on-the-job experiences.

The program is designed to meet the needs of a student who:

- Is interested in a program combining high school courses with shop training and on-the-job opportunities.
- Is interested in increasing their opportunities for employment
- Is interested in a program that prepares students for further training in a specific area after high school including post-secondary education.
- Is committed to developing a positive work ethic

Students interested in CEP must fill out an application form. Students must be entering at the grade 10 level and be 16 years of age or older before the work experience component of the program begins.

NRHS traditionally offers the following shops:

Auto Care  
Food Services  
Business Management  
Building Systems & Maintenance

If you are interested in applying for a place in CEP, please see either Mr. Foley or your grade level administrator.

## **International Baccalaureate Program**

The International Baccalaureate is an academically challenging and rigorous program available to students in Grades 11 and 12. This widely recognized, international program will appeal to students who have the motivation, commitment and interest to participate in this comprehensive program which encourages critical thinking, research skills, scientific inquiry, and communication in conjunction with service learning opportunities. The student who graduates from this program is not only prepared for post-secondary success at the local, national and international level; they are also capable and caring citizens of the world who have become lifelong learners.

IB Diploma candidates study six courses (English, Math, French, Geography, Biology and Chemistry) as well as the Theory of Knowledge course, write a 4,000 word Extended Essay on a topic of their choice, and complete the CAS program (Creativity, Action and Service). IB courses move at a different pace, most over a two-year period, to allow time for in-depth research, inquiry and analysis.

IB grades are based on both classroom work done over time (internal assessments) and on IB final exams written in May. These assessments are evaluated by external moderators to ensure consistency worldwide.

### **Pre-Diploma Preparation**

NRHS recognizes the rigorous nature of the IB Diploma courses. In order to support students in their transition to the Diploma program, we offer a number of diploma preparation courses at the grade 10 level (English, Math, Science, French, Geography). These courses exceed provincial curriculum outcomes and allow students to get an initial taste of what it is to be a potential IB student. In addition, students quickly develop a network of peer support and it is this connection that defines an IB class as they move through high school.

Advantages of the Pre-Diploma Program:

- It increases your academic opportunities
- It encourages you to become a confident and independent learner
- It encourages critical thinking and time management skills
- It encourages breadth and depth of learning.

# NRHS Athletics

It is a privilege for students to become a member of a school team at NRHS. Student athletics is designed to promote character and leadership development, physical and mental fitness, opportunities for participation and athletic excellence through instruction and competition.

Qualities such as discipline, pride, dedication, punctuality and the ability to win and lose with grace transfer to students' lives and enable them to be good citizens and effective leaders.

It is important that student athletes feel they are part of the total athletic program. Student athletes are expected to participate and support student council fundraiser/events and support other teams by attending games and tournaments.

Student athletes are ambassadors for NRHS, their team and community. It is expected that NRHS student athletes display a respect for players on opposing teams, officials, coaches, teammates, fans and the facilities they are using.

Any athletic-related issues will be referred to the Athletic Council, a group of teachers, administrators and outside coaches who act as an advisory group for the principal; Mr. O'Toole has final say in all school-based decisions.

## Seasons of Play

<b>Fall</b>	<b>Winter</b>	<b>Spring</b>
<b>Major:</b> Soccer Boys Baseball Volleyball	<b>Major:</b> Basketball Hockey	<b>Major:</b> Rugby Softball Track and Field
<b>Minor:</b> Golf Cross Country	<b>Minor:</b> Badminton, Curling Ski/Snowboard, Table Tennis	<b>Minor:</b> Lacrosse Ultimate Frisbee

- A student athlete can play one (1) major sport per season.
- Attendance/commitment to a major sport takes preference over a student athlete's attendance to a minor sport.
- Volleyball is an exception with crossovers in seasons. A player may play volleyball and then play basketball. Volleyball season is completed by the first of December and Basketball season is just commencing. The season that comes first (Volleyball) is the athlete's first commitment. Athletes cannot be held back from the second (Basketball) if there is a scheduled game for the first. Coaches should try to arrange their practice and games to avoid conflict if at all possible.
- A student athlete can play soccer first and either hockey/basketball, as long as the following conditions are met:
  - a student athlete is required to fulfill the commitments to the first season. (regionals, qualifiers, provincials)

## Participation Requirements

1. All athletes must attend a mandatory athletics meeting. This meeting will be held at lunchtime with the school administration and athletic director. There will be a meeting scheduled for each season of play.
2. Team Player Fees - Athletes must have paid a portion of the team player fee. There will be payment dates set with each team and players must have fees paid on time or have made arrangements with the Athletic Director to make an alternate payment schedule.
3. Athletic Contract – Student athletes and their parents/guardians are required to sign the contract.

4. Students MUST return their uniform/jersey as they are school property or transcripts/report cards will be withheld and student will not be issued another uniform if trying out for a different sport.

## Credits Required for Graduation:

- ✓ 3 English Language Arts (one at each grade level)
- ✓ 3 Math
- ✓ 2 Science
- ✓ 1 Fine Art
- ✓ 2 Social Studies (1 Canadian History credit & 1 Global credit)
- ✓ 1 credits from Math / Science / Technology choices
- ✓ 1 Physical Education credit
- ✓ STUDENTS MUST COMPLETE A MINIMUM OF 18 HIGH SCHOOL CREDITS. No more than 7 of the credits can be grade 10 courses and at least 5 must be grade 12 courses.

Students are encouraged to plan their courses with Services personnel. NRHS offers students on-line school staff help students with the on-line

**Students wishing to pursue post-secondary community college) should check with the post-secondary institution for the institution's requirements.**



the help of Student course registration, and registration process.

**study (university or**

Course selection booklets including course options and procedures for course recommendations/appeals can be found online at [nrhs.CCRCE.ca](http://nrhs.CCRCE.ca)

## Student Council and Extra-curriculars

There are so many different ways to get involved at NRHS. From committees and clubs to teams and school community organizations, if you've ever wanted to be part of a group, NRHS has the opportunity for you! Student council general assembly is open to all students and meets every Wednesday at lunch in the theatre. Come out to a meeting or see Mr. Campbell or Mrs. Little for more information!

NRHS offers a variety of extra-curricular activities which are held at lunchtime:

### Committees

Anime  
 Almanac (Student publication)  
 Chess  
 Communications  
 Community Events  
 Dance  
 Debating  
 Drama  
 Environment  
 Free the Children  
 Gamers' Club  
 Gender Sexuality Alliance  
 Grad Class  
 Interact  
 Model UN  
 Spirit  
 Students' Council  
 Teen Health

### Other Activities

Band  
 Fitness Centre  
 International Buddies  
 NSSSA leadership  
 Peer Mentoring  
 RespectED  
 Student Librarians

*The formation of new clubs and committees that support NRHS guiding principles are always encouraged, with the approval of Students' Council.*

