

SELKIRK SECONDARY SCHOOL PARENT HANDBOOK



Welcome to Selkirk Secondary School!

Dear Parents and Guardians,

Welcome to Selkirk Secondary School! We hope you and your child(ren) have had a wonderful summer and are as excited as we are embark on a new school year. The entire staff at Selkirk takes great pride in our school and together we work hard to create a strong, compassionate, and inclusive learning community that strives to promote discovery and empowerment. It is our goal to make sure that the time both you and your child(ren) spend here is positive, memorable, and rewarding. Our Mission is for every student and staff member at Selkirk to benefit from being part of an open-minded and innovative learning community built upon the pillars of respect, growth, and equity.

Please keep this Parent Handbook for reference throughout the school year. Although it does not contain all information, it does contain useful information about how Selkirk Secondary School operates.

If at any time you have questions or concerns, please do not hesitate to contact us at the school (427-4827).

Sincerely,

Clint Dolgopol
Principal

Selkirk Secondary School Mission Statement

We are honored to be living and educating on the shared unceded territories of the Ktunaxa and Secwépemc People and on the land chosen as home by the Metis Peoples of BC. Every student and staff member at Selkirk will benefit from being part of an open-minded and innovative learning community built upon the pillars of respect, growth, and equity.

The staff at Selkirk Secondary School believe:

- every child has the right to receive a quality education.
- everyone should have the opportunity to work and learn together in a positive environment.
- a positive, safe, caring, and orderly school is a happy school in which all students can learn.
- all children are special, talented and important and should be challenged to achieve their maximum potential.
- frequently recognized success builds self-esteem.
- we must help students develop responsibility for their behaviour and learning.
- children need to be treated with patience, consistency, and fairness.
- regular parental support and involvement are essential to your child's success and the success of our school, even at the secondary level.
- Education is a life-long process attained through a variety of experiences.
- high expectations produce higher achievement.
- Violence, bullying, and harassing type of behaviours have no place in our school and conflicts must be resolved peacefully.
- a strong educational program emphasizes the core subjects but is balanced with learning opportunities in Physical and Health Education, Fine Arts, and Character Education.
- It is important to provide our students with leadership opportunities in and out of the classroom.

A full list of Selkirk staff can be found on our school website.

District Information

You will find the district school calendar posted on the district website at www.sd6.bc.ca and you will also find other valuable information (i.e. District policies, practices, procedures, and Board Meeting agendas and minutes).

Selkirk's Code of Conduct

At Selkirk Secondary School, students are expected to conduct themselves appropriately while going to and from school and while attending any school function that occurs in any location. These expectations apply to school trips and to riding on school busses. Please remember that riding the bus is a privilege, not a right. Not following these expectations will result in consequences and may result in a loss of bus riding privileges.

We believe that:

- *Appropriate student conduct is a necessity.*
- *Appropriate student conduct is the joint responsibility of students, parents and staff.*
- *Appropriate conduct should be modelled, taught and reinforced, recognized and acknowledged.*
- *Appropriate conduct is essential to enable students to function responsibly and effectively, and to this end, all students are expected to know and abide by this Code of Conduct.*

- *Students should be helped to achieve success by protecting their rights to learn in a*
- *In a safe, inclusive environment in accordance with the BC Human Rights Code.*
- *Inappropriate conduct needs to be addressed.*

Selkirk Secondary School's Expectations are simple:

- *Be Kind and Co-operative*
- *Be Safe*
- *Be Respectful*
- *Be Responsible*

Selkirk's full **Code of Conduct** which includes our Dress Code and Cell Phone Policy can be found on our school website.

Policies and Procedures

Appointments (Signing in and Out): Students require a written and signed note or confirmation by phone from their parents if they wish to leave the school grounds during the school day.

Attendance: Regular attendance is vital to your child's success not just academically but socially and emotionally. When students consistently attend school, they feel connected and develop a sense of belonging. This allows them to build and deepen connections with peers and adults in our learning community. The more connected students feel the more relaxed and confident they are in their school environment making it easier for them to learn. Sporadic attendance interferes with that sense of connectedness and it can also lead to learning gaps making it more difficult for teachers to scaffold learning for their students.

Having said this, we understand that on occasion there may be planned absences for vacations or unplanned absences due to illness. If your child is becoming reluctant to attend school, please communicate with our counseling department (Jeff Pew, jeff.pew@sd6.bc.ca and/or Ryan McIndoe, ryan.mcindoe@sd6.bc.ca) so the school can support you and your child in maintaining regular attendance and connectedness to school.

Staff Contact Information: The best way to reach teachers is via e-mail. Direct links to staff e-mails are located on the school website under About Us- Staff Directory. If you have a concern, the proper problem-solving protocol is to connect with the teacher/staff member first and if further support/discussion is required to reach out to school administration.

Absences: The school is responsible for keeping accurate attendance records. Please help us by calling/emailing when your child is going to be absent. If your child is absent from the start of the first block of the day you will receive an automated message from a program called School Messenger. Our Youth Care Worker Joleen Steel and Indigenous Education Support Workers Esther Sylvestre and Amy McInnis also monitor daily attendance.

Punctuality: Students need to be at school on time. If your child is going to be late because of an appointment, please contact the school office by phone.

Dress Code: Appropriate clothing is expected at all times. Please refer to Selkirk's Dress Code in our Code of Conduct. Your support in your student(s) abiding by our dress code is appreciated.

Driving and Parking: Parents/guardians are welcome to drop-off and pick-up students at the school. Please do not come through or park in the bus lane though. Our parking lot gets quite congested so please limit your time in this area and follow signs for Visitor parking.

With a Parking Agreement submitted and approved, student drivers are permitted to park in the student parking area but not in staff or visitor parking. If student parking fills up, student drivers need to park along the field on Halpin Street or come up with another viable option. Students who do not follow speed signs or who park outside of student parking will lose the privilege to park at the school.

Extracurricular Activities and Clubs: Students are encouraged to participate in teams, clubs, and extra activities offered by the school. These opportunities will be advertised through school newsletters and our TV monitors and PA announcements. Students should check with their teachers for opportunities. The school has an Athletic Director that helps coordinate our sports teams each year. The Athletic Director will make announcements at opening grade assemblies.

Field Trips and Volunteering: School District No. 6 (Rocky Mountain) encourages organized school field trips which meet worthwhile educational aims. Field trips serve to enrich the curriculum and provide worthwhile experiences not possible within the classroom. Prior to any student participating in a field trip activity, a parent permission form must be signed and returned to the school.

We rely on and appreciate our parent and community volunteers. Any parent/guardian or community member wishing to volunteer for any school activity **MUST** have a clear, current, criminal record check on file with the school and complete the Child Protection Protocol annually. Criminal Record Checks are free for volunteers and can be picked up at the school or at the RCMP detachment. If you have any questions about volunteering, please contact the school.

Guests and Visitors: We strongly value an open school culture in which we welcome parents/guardians and other guests into our school community on a regular basis. That said, we need to follow safety procedures. Please make an appointment in advance if at all possible, when you visit the school and make sure to sign-in and sign-out at the office if you are at the school.

Illness or Injury: Parents will be contacted if a student becomes ill or receives an injury during the day. Students will not be sent home unless a parent has been contacted or a responsible adult is present. **To prevent the spread of colds and flu and infectious diseases parents are asked to keep their child home as per the guidelines from Interior Health.**

Course Selection Booklet: You can find our Course Selection Booklet on our website. The booklets include a description of all the courses we offer at Selkirk as well as important information regarding additional services such as our Library Learning Commons, Learning Services, Counseling, Youth Care Worker, and Aboriginal Education Program support.

Lockers and Valuables: To be safe and prevent something from going missing, students are discouraged from bringing expensive valuables to school if possible. All valuables should be kept in their locker or on them to prevent anything from going missing. Valuables should also not be left unattended and left in our changerooms.

Lunch Expectations at Selkirk

- ◆ RESPECT yourself and others and the school environment
- ◆ Take extra food home.
- ◆ Clean up after yourself!
- ◆ Eat in one of the designated lunchrooms (not hallways)

Students may leave campus at lunch if they choose to but need to watch the time carefully and get back to school on time. Our Code of Conduct applies to students on the way to school, on the way home from school, and at lunch, even when off-campus. Students may stay on campus,

eating in various areas in the school. The cafeteria will normally be open. Additionally, the Library Learning Commons, Learning Services, Aboriginal Education Support Room, and the gym are all areas that students may want to go to during lunch. Food/drink is not allowed in the gym. Students can go to the gym after eating.

Medication:

There are certain school district policies and practices that must be met before any teacher can administer or supervise the self-administration of medication. If your child requires medication throughout the school day, you **MUST** complete a form at the school prior to us being able to administer the medication. Please do not send your child to school with medication without following this procedure.

Newsletters - A newsletter is sent home, by email monthly to inform parents of school activities, special events, and school-related announcements. Newsletters are also available on the school website.

Parent Advisory Council- Selkirk's Parent Advisory Council (PAC) meets the first Tuesday of each month from 7-8 pm (normally in our cafeteria). The purpose of these meetings is to provide an opportunity for the school to share information with our learning community and allow parents to ask questions, to advise, and to plan for the betterment of the school. All parents are encouraged to attend.

Parent-Teacher Interviews- There will be two sessions of Parent-Teacher Interviews in October (see Calendar). More information will be sent out late in September with information on how to schedule an appointment. During second semester, parents/guardians are asked to e-mail teachers directly to set up appointments.

Report Cards: There are four formal report cards sent home each year aligning with four terms or quarters. Additionally, in the middle of October there will be an Interim Progress report sent home for each class providing a brief snapshot of how your student(s)'s first month and a bit of school has gone. If you require information outside of these times, please do not hesitate to e-mail teachers directly. The dates of when reports are sent home directly with student are in our calendar so you can know when to expect them.

Q1- mid-November Q2- beginning of February Q3- End of April Q4- End of year report card

Gr. 10-12 students are on a semester system with four courses for the first half of the year and four courses for the second half. Gr. 8 and 9 students are on a linear system with core courses all year. They also have short mini-course Explorations such as Woodwork and Art. If you have any questions or concerns about any aspects of your child's progress during the school year, please contact your child's teacher.

Student Recognition (Honour Roll/Attitude and Effort Roll and Awards): please refer to our school website for more information.

Technology (Laptops/ Bring Your Own Device (BYOD)/ SD 6Portal): We have one desktop lab and several laptop carts at Selkirk. Additionally, students can fill out the Bring Your Own Device Form to be able to use their own device at Selkirk as needed. If you have any questions regarding technology at Selkirk please do not hesitate to contact us.

Cell Phones: Please refer to our Code of Conduct for details on cell phone use at Selkirk.

School Website: You can link to our school website from the district website or access it directly at <https://sss.sd6.bc.ca/>

Wheels: Helmets are required for all students by law. Students must follow basic bicycle safety and rules of the road. Wheels are not allowed inside of the school, in the parking lot, or in the bus zone of the school.

Weekly/Daily Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
PERIOD 1 8:40 - 9:55 (75)	A	C	B	D	PERIOD 1 8:40 - 9:50 (70)
STORM TIME 10:00 - 10:40 (40)	STORM TIME 10:00 - 10:40	STORM TIME 10:00 - 10:40	STORM TIME 10:00 - 10:40	STORM TIME 10:00 - 10:40	
NUTRITION BREAK 10:40 - 10:50					
PERIOD 2 10:50 - 12:05 (75)	B	D	A	C	PERIOD 2 9:55 - 11:00 (65)
LUNCH 12:05 - 12:45					LUNCH 11:00 - 11:35
PERIOD 3 12:45 - 1:55 (70)	C	A	D	B	PERIOD 3 11:35 - 12:35 (60)
PERIOD 4 2:00 - 3:10 (70)	D	B	C	A	PERIOD 4 12:40 - 1:40 (60)

“Educating the mind without educating the heart is no education at all.” –Aristotle