

2016–2017
STUDENT, PARENT & GUARDIAN HANDBOOK
TABLE OF CONTENTS

School Motto & Mission Statement.....	2
Staff.....	3
A Message to Parents & Guardians.....	4
Suggestions for Students	4
Bell Schedule & Important Dates.....	5
General Information	
Sign-in/Sign-out.....	6
Attendance.....	6
Excusing Absences.....	7
PowerSchool Parent/Student Portal.....	7
Schools Plus.....	7
Viking Learning Commons/Brilliant.....	7
Locks & Lockers.....	8
Student Fees.....	8
Safety & Security.....	8
Fire Drills.....	8
Lockdown Drills/Hold & Secure Drills.....	8
Video Surveillance.....	9
Cafeteria.....	9
Guidance/Counselling Centre.....	9
South Shore Regional School Board.....	10
School Advisory Council.....	10
Non-Smoking.....	10
Non-Loitering Areas.....	10
Newsletter.....	10
Valuables.....	10
Lost & Found.....	10
Academic Information	
Academic Program.....	11
Advanced Program.....	11
Report Cards.....	11
Program Support.....	11
Academic Awards.....	12
Course Load.....	12
Grade Placement.....	12
Test & Exam Policy.....	12
Textbooks.....	12
Extra Help.....	13
Extra-Curricular Activities & Sports Information	
Students' Council.....	13
Eligibility Policy.....	13
Music/Band.....	14
Dances.....	14
Winter/Spring Carnival.....	14
Fundraising Events.....	15
User-Pay.....	15
Sports.....	15
Yearbook.....	15
Digital Technology	
SSRSB Policy.....	16
Smartphones.....	16
Digital Citizenship.....	17

STUDENT, PARENT & GUARDIAN HANDBOOK

BRIDGEWATER JUNIOR SENIOR HIGH SCHOOL
100 YORK STREET
BRIDGEWATER, NS
B4V 1R3

TELEPHONE 902-541-8260
FAX 902-541-8270

Office Hours 8am-3:30pm Monday to Friday

School Website: <http://bridgewater.ednet.ns.ca>

Follow us on Twitter: @ssrsbbjshs
Follow us on Instagram: @bridgewaterhigh
Like our Facebook Page: "Bridgewater Junior Senior High School"

SCHOOL COLOURS - MAROON AND GREY

SCHOOL MOTTO

MENS SANA IN CORPORE SANO: "A SOUND MIND IN A SOUND BODY"

MISSION STATEMENT

Bridgewater Junior Senior High School is committed to developing confident, life-long learners in an atmosphere of mutual support and respect. Intellectual, physical and social growth will be encouraged within a positive and challenging environment.

WE BELIEVE ...

Everyone is important.
Everyone should be treated with respect.
School should be a **positive** place in which to learn.
Everyone should have an equal opportunity to learn.
Everyone learns in different ways.
Everyone should be appropriately challenged.
Learning is a shared responsibility.
Learning is a lifelong process.

We strive to provide a positive and challenging learning environment in which our students can learn and develop into productive and contributing members of society.

BRIDGEWATER JUNIOR SENIOR HIGH STAFF 2016-2017

ADMINISTRATION

Principal: Daphne Egilsson
Vice Principal: Diane Spencer
School Counsellor: Julie Lohnes

TEACHING STAFF

Ambroise Bazot	Denise McKean
Jane Berrigan	Angela McKinnon
Steven Bishop	Cindy Millett
Sandra Bowers	Allan Muir
Tanya Brittain	Erika Muir
Elizabeth BurrIDGE	Misty Naus
Byron Butt	Kyle Neaves
Rhonda Crews	Derek Nowe
Amanda Deagle	Isaac Rafuse
Jeff Hall	Andrew Stewart
Kendra Hall	Shannon Stymiest
Erin Joudrey	Lesley Taylor
Kerry Keefe	Jennifer Uhlman
Larry Knapp	Elsa Veinot
Chad MacPhee	Shelley Walsh
Adam McConnell	Phil Watson

NON-TEACHING STAFF

Administrative Assistants: Sherry Hubley
Nancy Varner

Cafeteria Supervisor: Leeann Power (902) 541-9185

Information Technology Specialist: Elizabeth Andrews

Custodial Staff: Mike Ward (Head Custodian)
Ross MacDonald
Chad McClarey
Corey Zwicker

Teaching Assistants:	Tracy Bedgood	Roxanne Robarts (Verge House)
	Donna Brunt	Terese Silver
	Theresa Carey (Term)	Jackie Swaine
	MaryAnn Corkum-Carver	Tina Tanner
	Christine Daniels	Holly Veinotte
	Belinda Hamm	Cathie Zwicker (Verge House)
	Nicole Laliberte	

A MESSAGE TO PARENTS & GUARDIANS

Welcome to the 2016-2017 school year at Bridgewater Junior Senior High School. This handbook is designed to identify and outline key policies and procedures at our school. It is not meant to be totally exhaustive in its content. If you require clarification or further information at any time, please do not hesitate to contact us at the school (902-541-8260 or bjshs@ssrsb.ca). We invite your involvement and feedback in this process of lifelong learning. Essentially, we want to help students learn how to learn in a safe and challenging learning environment.

We always want you to feel welcome at Bridgewater Junior Senior High School. Feel free to contact us by telephone, e-mail, and mail or drop in directly to the main office of the school. We are happy to work with you to resolve any concerns you may have. Please do not assume that we are aware of a concern.

Although we are a school steeped in tradition, we recognize the exciting and fast-paced world that our students live in today. Our primary objectives will continue to be providing a quality and safe learning environment, and meeting individual student learning needs and challenges. As educators and parents, we recognize the need for students to take ownership of their learning and goal setting. We want our students to be self-reliant life-long learners and decision-makers. Through motivation, collaboration and communication this can become a reality. We look forward to working with you and your student.

SUGGESTIONS FOR STUDENTS

Take pride in yourself, your school and community.
You are an important part of this school.
Two things are critical for your success at school:

You must SHOW UP & you must TRY

When you come to school every day and put forth your best effort, you will experience success.

If you run into difficulty, let your parent or guardian, teacher, school counsellor, or an administrator know. Please do not ASSUME that we are aware of a concern; we cannot address a concern if we are not aware of it.

BELL SCHEDULE

	Monday, Tuesday, Thursday & Friday	Wednesdays	CLT Wednesdays	Tutorial Wednesdays
Period 1	9:00-10:01am	9:00-10:17am	9:00-9:50am	9:00-10:08am
Period 2	10:01-11:03am	10:17-11:34am	9:50-10:40am	10:08-11:16am
Recess	11:03-11:16am	11:34-11:47am	10:40-10:55am	11:16-11:29am
Period 3	11:16-12:18pm	11:47-1:04pm	10:55-11:45am	11:29-12:37pm
Lunch	12:18-12:58pm	1:04-1:44pm	11:45-12:30pm	12:37-1:17pm
Period 4	12:58-2:00pm	1:44-3:01pm	12:30-1:20pm	1:17pm-2:25pm
Period 5	2:00-3:01pm	No Period 5	No Period 5	2:25-3:01pm (Tutorial)

IMPORTANT DATES

as of August 26, 2016 *(subject to change)*

- September 6 Orientation Day (Staff Only)
- September 7 School Based In-service Day (Staff Only)
- September 8 First day of school for all students (REBOOT CAMP)
- September 16 School Photos – All Grades
- September 20 Academic Awards Night, SAC Meeting & Meet the Teacher (6:30 – 7:30 pm)
- September 21 Tutorial Wednesday
- September 22 Viking Voyage Walk-A-Thon (afternoon) + School Dance 7 – 10 pm
- September 30 Regional In-service Day – No school for students
- October 5 Collaborative Learning Teams (Early dismissal for students)
- October 6 AARAO Tour (Post-Secondary Education) 6-7pm
- October 6 Graduation Info Session for Parents/Guardians of Class of 2017 Students 7-8pm
- October 10 Thanksgiving Day – No school
- October 19 Collaborative Learning Teams (Early dismissal for students)
- October 24 Parents as Career Coaches (Senior High Parents) 6-9pm
- October 26 Parents as Career Coaches (Senior High Parents) 6-9pm
- October 28 NSTU Provincial Conference Day – No school for students
- November 2 Collaborative Learning Teams (Early dismissal for students)
- November 11 Remembrance Day – No School
- November 16 Collaborative Learning Teams (Early dismissal for students)
- November 17 Mid-Semester 1 Report Cards
- November 24 Parent/Teacher Interviews (1:00 – 3:00 pm) & (6:00 – 8:00 pm)
- November 30 Regional In-service Day – no school for students
- December 7 Collaborative Learning Teams (Early dismissal for students)
- December 21 Last day of school before Christmas Break
- January 3 First Day of school after Christmas Break
- January 11 Collaborative Learning Teams (Early dismissal for students)

January 24	First Day of Exams, Semester 1 (Grades 10-12)
January 27	Last Day of Exams, Semester 1 (Grades 10-12)
January 27	End of Semester 1 (Grades 10-12)
January 30	First Day of Semester 2
February 1	Collaborative Learning Teams (Early dismissal for students)
February 9	Semester 1 Report Cards
February 15	Collaborative Learning Teams (Early dismissal for students)
February 20	Nova Scotia Heritage Day – No school
March 1	Collaborative Learning Teams (Early dismissal for students)
March 13-17	March Break
March 22	Collaborative Learning Teams (Early dismissal for students)
April 6	Parent/Teacher Interviews (1:00 – 3:00 pm) & (6:00 – 8:00 pm)
April 12	Collaborative Learning Teams (Early dismissal for students)
April 14	Good Friday – No school
April 17	Easter Monday – No School
April 20	Mid-Semester 2 Report Cards
April 26	Collaborative Learning Teams (Early dismissal for students)
April 28	School Based In-service Day – No school for students
May 10	Collaborative Learning Teams (early dismissal for students)
May 22	Victoria Day – No school
May 23	Grade 8 Literacy & Mathematics Assessments begin
May 31	Collaborative Learning Teams (early dismissal for students)
June 1	Band Concert
June 8	Extra-Curricular Awards Night (Grades 7-12, 7:00 pm)
June 20	Exams Begin (Grades 9-12)
June 27	Grade 12 Prom & Safe Grad
June 23	Exams end for Semester 2
June 29	Graduation Ceremony at 10am
June 30	Last day of school – Final Report Cards (Grades 7-12)

Viking Tutorial Days: September 21, October 12, November 23, December 14, January 18, February 22, March 8, March 29, April 19, May 17 & June 7

GENERAL INFORMATION

Sign-In/Sign-Out

If a student misses any instructional time, parents or guardians must sign them in/out through the office. Students must present a Late Slip signed by an administrator to their teacher when arriving late for class.

Attendance

The attendance policy of our School Board will be enforced. In summary it states:

1. Class attendance is compulsory.
2. Students who are absent must bring a written excuse dated and signed by a parent or guardian for every absence, within three days of the absence.

Student attendance at all grade levels is monitored every period. If an attendance concern arises with a Junior High student, the parents will be contacted and solutions found. Parents/guardians will receive an

automated phone call by 9:40am if their child is recorded as absent from first period. Parents & Guardians are asked to call the school immediately to confirm illness or appointment.

The administration will be tracking unexcused absences. The consequence for missing class time is for the student to make up the class time missed. Chronic absenteeism may result in a variety of consequences including (but not limited to) loss of privileges, in-school suspension, and meetings.

Excusing Absences

When students miss class time for any reason, we need to hear from a parent or guardian.

Three ways to excuse a student absence:

1. Call 902-541-8260
2. Provide the student with a signed note to bring to the Office
3. Send an email from a recognized parent/guardian account to: bjshsprincipal@ssrsb.ca or bjshsvp@ssrsb.ca

Any unexcused absences will generate an automated phone call to the student's home by 6pm.

PowerSchool Parent/Student Portal

All BJSHS teachers provide a communication plan for their courses to students identifying course objectives, expectations for success, methods of assessment, and ways to communicate with the teacher.

Students, Parents, and Guardians have online access to attendance and grade information through our Power School Student Information System. Mrs. Hubley in the Main Office will assist students and parents having difficulty accessing this information (902-541-8260).

Academic marks in PowerSchool will be updated on a regular basis. Please access the PowerSchool Parent/Student Portal through a browser instead of the app. The accuracy of the PowerSchool app cannot be guaranteed.

Schools Plus

Our school is one of several schools chosen to offer access to Schools Plus. A Schools Plus Community Outreach worker has been assigned to visit our school on a weekly basis. Schools Plus can facilitate and coordinate services students need in the areas of health, addictions, mental health, justice, police, legal, community services, housing and education that are beyond the scope of the school. For more detailed information on this program, please contact our School Counsellor Ms. Lohnes (902-541-8263) or visit the School's Plus website: <https://schoolsplus.ednet.ns.ca>

Viking Learning Commons/Brilliant Lab

The Viking Learning Commons/Brilliant Lab is an excellent facility for students to use for reading, research, homework completion, computer usage, and study. Mr. Butt is available from Tuesday to Thursday. On Monday and Friday, the Learning Commons will be available under the supervision of other staff. BJSHS is pleased to host the SSRSB's Brilliant Lab in this space where students are encouraged to make, create & play.

Brilliant Lab

BJSHS is pleased to host the SSRSB's Brilliant Lab. Brilliant Labs offers students opportunities including:

- labs where students work with technology first-hand such as 3D printers and can gain skill and experience in engineering, metal and woodworking, fashion, textiles, electronics, robotics, rapid prototyping and fabrication, computer programming, video-audio engineering and more
- a project-based learning fund designed to assist teachers by providing resources and support for science, technology, engineering-entrepreneurship, arts and math projects
- programming, special events and collaboration with industry.

(Entrepreneurship, Creativity and Technology Combine for Brilliant Labs; News release Education and Early Childhood Development, April 7, 2015 10:29 AM)

Locks and Lockers

1. A student will be issued a locker after payment of the student fee.
2. The locker is to be kept locked and in good condition. Please do not leave food in your locker.
3. Locker inspections will be held from time to time and lockers may be inspected by the administration at any time.

Student Fees

A student fee of \$25.00 is charged to every student at BJSHS. The student fee covers lock replacements, Awards Night(s) expenses, extra-curricular activities, guest speakers, cultural activities and student leadership opportunities.

Safety & Security

During school hours, only the main front doors of the building will remain unlocked for security purposes. Students are reminded that propping doors open compromises the safety of students & staff.

Visitors to Bridgewater Junior Senior High School must report to the school office upon arrival at the school and will be asked to sign in.

Fire Drills

Fire drills are held three times in each semester in order to prepare students to vacate the building safely in the event of a real emergency. Homeroom and classroom teachers will review evacuation procedures with students at the beginning of each semester. Exit routes are posted in each class and students are responsible for learning the exit routes for each class.

Lockdown Drills/Hold & Secure Drills

During a Lockdown (potential threat within the building), students are hidden and locked in safe areas of the school. During a Hold & Secure (potential threat outside the building), the exterior of the school is locked and students continue learning. Drills for each procedure will be held during the school year to

ensure that students and staff know what steps to take in case of an incident that requires the building to be secured.

There are many reasons for Lockdowns and Hold & Secure protocols, for example: a fight inside or outside the school, an animal threat, police action in the neighbourhood, a hazardous substance release outside the school. The safety of our students is very important to us; and we will always choose safety first.

School Video Surveillance

There is video surveillance in place in our school in high traffic areas inside and around the perimeter outside. This surveillance is used only to assist with school safety and potentially deter unlawful behaviour. Under Section 26 of the Freedom of Information and Protection of Privacy Act, the use of video surveillance for this purpose is permitted. This surveillance is carried out 24 hours per day, 7 days a week.

Cafeteria

Our school has a full-service cafeteria that is open in the morning and into the early afternoon. The cafeteria provides healthy snack and meal choices each day. Meal programs and accounts are available by contacting the cafeteria manager, Leeann Power at 902-543-9185.

A breakfast program with healthy food choices will be offered every day from 8:00 – 9:00 am.

We expect our students to eat snacks and meals in approved areas and to clean up after themselves. Respectful behaviour in the cafeteria is expected at all times.

Guidance/Counselling Centre

School Guidance Services are available to assist students and to provide a comprehensive counselling program. Ms. Lohnes, our school counsellor, is available to assist students in resolving problems that may be interfering with the realization of a happy, successful school experience.

Some of the specific services provided by the school's Guidance Program are as follows:

- a) Students can receive assistance in choosing courses suited to their needs, goals and abilities.
- b) Students can receive information on interpersonal relationships.
- c) Students can be provided with up-to-date information about career choices.
- d) Students can get assistance with difficult personal problems and referral to outside agencies, if appropriate.
- e) Students can receive assistance in dealing with bullying or other forms of harassment.

Ms. Lohnes is available in the morning before school starts, at recess, at noon hour, and after school. High school students are asked to make their appointments during their free class during the school day to avoid missing class time.

South Shore Regional School Board (SSRSB)

BJSHS is a part of the South Shore Regional School Board, which comprises all schools in Lunenburg and Queens Counties. The main board office is located at 69 Wentzell Drive. The telephone number is 902-543-2468. The Superintendent is Scott Milner. A wide range of board information can be accessed through the South Shore Board's website which is: www.srsb.ca

School Advisory Council (SAC)

Our School Advisory Council (SAC) meets on the third Tuesday of each month to provide advice on policies designed to improve the school and provide for a quality education. The council is made up of parents, students, staff, administration, and a community representative. Meetings are open to the public.

BJSHS is Non-Smoking

All School Board Property is designated as non-smoking, including all areas used during school functions, including the sidewalks and streets on the entire block on which the school is located.

Non-Loitering Areas

Students are not to gather in the hallways, or the Lobby during instructional time. If a staff member asks a student or group of students to move from an area, please do so. High school students in grades 10 - 12 with free time are encouraged to use the Viking Commons, Cafeteria or other approved gathering areas to study or prepare for class.

BJSHS Monthly Newsletter

A newsletter for parents is published at the beginning of each month. This contains information about upcoming events, school activities, course information and program changes, as well as outside activities that may be of interest to parents and students. The newsletter is also available on the school's website <http://bridgewater.ednet.ns.ca>

Valuables

Students should not bring valuable articles or large sums of money to school unless absolutely necessary, in which case the article or money should be left in the school office. Students are advised not to leave valuables or money in the locker rooms at any time. **Students taking Phys. Ed. should give money and valuables to their gym teacher for safe-keeping.**

Please do not leave book bags or personal possessions in the hallways unattended. Unattended book bags will be placed in the Lost & Found area near the school office and may be searched to determine the identity of the owner.

Lost & Found

From time to time, students lose articles such as books, pens or clothing. The school cannot accept responsibility for such losses, but an effort is made to see that such articles are returned to their owners. Students are urged to write their name on their belongings. Items found in the school should be taken to the school office. A lost and found area will be kept adjacent to the school office.

ACADEMIC INFORMATION

Academic Program

In the English Program, the required courses for Grades 7, 8 & 9 consist of English, Social Studies, Mathematics, Science, Physical Education, and Core French. In our French Immersion Program Mathematics, Science, Social Studies, and Language Arts are taught in French. BJSHS is pleased to offer students quarter electives in: Technology, Health, Music or Guitar, and Art or Drama in 2016-2017.

The Senior High Program is also prescribed by the Provincial Department of Education. There are four types of courses offered in several subject areas at each grade level – advanced placement courses (AP), university preparatory (academic) courses, open courses and high school leaving courses (graduation). Senior High students in French Immersion are required to successfully complete a minimum of 9 credits in French to graduate with a Certificate in French Immersion.

Each spring, students who will be enrolled in senior high in the following year will have access to a Course Selection Booklet outlining the courses that will be offered in the coming year, as well as regulations governing credits needed to graduate. Parents will have an opportunity to consult with the school counsellor and teachers to review the program of studies.

Students currently in Grades 10-12 will need 18 credits to graduate – 3 English, 1 Physical Education Credit, 1 Fine Arts, 2 Math, 2 Science, 2 from Math, Science or Tech, 1 Global Studies, and 1 Canadian Studies, and five elective courses.

Advanced Program

BJSHS offers Advanced and AP courses for those students who enjoy an academic challenge or who have an interest in a particular subject area. There are several advanced courses for our Grade 11 students to choose from and we usually offer Grade 12 students the opportunity to take AP courses in English, French, Biology, Physics, Math, and Chemistry.

Students in Grade 12 are able to write the international Advanced Placement exams in May. Students are graded externally on a 5 point scale. Students taking three or more exams may be named AP Scholars, AP Scholars with Honours or AP Scholars with Distinction. Students who take five exams from a variety of disciplines may qualify for an International Diploma. Those students who perform well on five or more exams may be named National Scholars.

Studies have shown that students who take Advanced Placement courses are more likely to complete a university program and are more likely to take Honours-Level courses. Students with scores of three or more on their AP courses may receive credit at university for their high school courses.

Report Cards

Students in Grades 7-9 will follow a three-term cumulative assessment calendar. Students in Grades 10-12 will follow a semestered system with the potential of some full-year courses. Report Cards are issued 4 times a year: November 17, February 9, April 20 and June 30.

Program Support

Bridgewater Junior Senior High School offers Program Support Services consistent with Provincial guidelines and the SSRSB's policies. Program Support services support the development of educational opportunities for children with exceptional needs. Adaptations are made to curriculum,

methodology, facilities and equipment, or materials. Students may require services on a short or long-term basis. Whenever possible, students are integrated with students at the appropriate level. The School Program Planning Team accepts referrals from parents, teachers or students where a student is experiencing difficulty and may require support. The School Program Planning Team meets weekly.

Academic Awards

An Academic Awards Night is held annually for students in grades 7-11. This celebration is scheduled for September 20, 2016 to celebrate the academic accomplishments of the 2015-2016 Academic Year. Parents, guardians and friends are invited to attend these events. Grade 12 academic awards are recognized during the Graduation ceremony.

Course Load

- Grade 10 = 8 courses
- Grade 11 = *minimum* of 7 courses
- Grade 12 = *minimum* of 6 courses

Grade Placement

Students who have accumulated fewer than five credits are in Grade 10

Students who have accumulated 5 to 10 credits are in Grade 11

Students who have accumulated 10 or more credits and **are eligible to graduate** are in Grade 12

Honours Policy

Students have achieved “Academic Honours” when their average is 85% or above in English and four other courses, and they have passed all of their courses.

Test & Exam Policy

Students who miss exams because of illness will have their cases reviewed individually by the administration. A medical excuse may be required. Parents/guardians are expected to inform the school prior to the exam if a student is not writing an exam due to illness.

Students who miss a test due to illness are required to present an excuse immediately upon their return to school. Students who consistently miss tests due to illness may be asked to present a medical excuse, and may then be involved in an alternate form of assessment.

Families must advise the school **in advance** if a student is to miss exams or tests for any reason other than illness.

Exams may not be written before the scheduled dates. Students in Grades 10-12 will write exams in January and June in the core subjects. Grade 9 students will write exams in June in Math, English, Science and Social Studies.

Textbooks

School-owned textbooks will be issued to all students. Students who lose, damage or deface textbooks will be billed for the replacement cost of the book. Electronic textbook codes will be provided as available by classroom teachers in September and February.

Extra Help

Students having difficulty in a subject or subjects are urged to bring their problems to their subject teachers. Students who are regularly experiencing difficulty at school can complete a referral to the Program Planning Team which will make recommendations for additional forms of support. Referrals to our School Program Planning Team (PPT) may be made by students, teachers, and parents or guardians. Referral forms are available in the Main Office. The Program Planning Team meets weekly to review student progress and to design supports to student programming where necessary.

BJSHS has scheduled Viking Tutorial Wednesdays eleven times throughout the academic year. All students are required to attend their scheduled Viking Tutorial. These tutorials will allow students to have content re-taught, offer time to complete an assignment, complete a missed lab or test, or work on a project with teacher supervision. Students will have an opportunity to sign-up in advance for a tutorial if they have not been scheduled into a tutorial by one of their teachers. Please check the calendar in this handbook for dates.

EXTRA-CURRICULAR ACTIVITIES & SPORTS

We strongly encourage all students to be involved in the many activities at Bridgewater Junior Senior High. Our school offers a varied program of extra-curricular activities and clubs, such as student council, spirit council, DJ club, yearbook, social justice, dance committee, and athletics. Each year new clubs and activities are added to address student interests.

If you have questions about becoming involved in any group, activity, or sport, please just ask a teacher or stop by the Office.

Students' Council

We have two student councils at BJSHS. These councils serve as a communication link between the student body and the school administration. Your Student Council Co-Presidents for 2016-2017 are Hannah Wilkie and Meghan Risser.

Eligibility Policy

At Bridgewater Junior Senior High School students wishing to participate, or continue to participate in, any school extracurricular activity must be a "student in good standing".

Being "student in good standing" means:

1. Excellent attendance.
2. Passing grades - good effort in all subjects.
3. Acceptable behaviour in and out of class.
4. Payment of the appropriate user fees before the second game of the season, unless extenuating circumstances exist. (Please see an administrator if payment is a problem)

Coaches are asked to follow this protocol when deciding eligibility. Participants must continue to be a "student in good standing" throughout the season/duration of the club/group activity.

Regular checks regarding the "student in good standing" status of participants will be carried out by the Vice-Principal. If a student is not "in good standing", a meeting between the student and the

administration will be initiated and the status of the student athlete/activity participant will be made. Consequences such as probation, short or long-term suspension from the team/activity will be considered and may be put in place. The coach and/or advisor will be informed.

Music/Band

Students have the opportunity to participate in our music program for academic credit and/or through our band program. Beginner, Jazz, and Concert Band opportunities will be offered at the junior and senior levels.

Dances

During the school year there will be dances sponsored by the school. All students should be aware of the school policy regarding school dances. These dances are intended for the enjoyment of BJSHS students and their signed-in guests.

The main regulations are as follows:

1. Any student found to be under the influence of alcohol and/or drugs at ANY school dance in the SSRSB will be suspended from school and extra-curricular activities. Parents/guardians will be notified, and the matter may be reported to the police.
2. Any student caught smoking at the dance will be asked to leave the dance immediately. Disciplinary consequences will be applied. The student will be suspended from the next dance and parents/guardians will be notified.
3. Students involved in any aggressive behaviour (i.e., fighting, abusive language, etc.) toward other students or staff will be asked to leave the dance. Disciplinary consequences will be applied, and parents/guardians will be notified. Depending on the circumstance, students involved may be reported to the police for further investigation.
4. Any student found to have damaged any school property will be expected to pay for all damages on a cost-recovery basis. Parents/guardians will be notified. Any incident of this nature may be reported to the police, and students may be suspended from school.
5. Students who are absent from school on the day of the dance without a valid excuse will not be permitted to attend the dance. Students on suspension will not be permitted to attend any dance in the SSRSB. Students on extra-curricular suspension are not permitted to attend dances during the duration of the suspension.

Guests planning to attend a dance must be signed in through the main office within established guidelines. Administration contacts each school to determine whether a guest is eligible to attend our dances. BJSHS students may sign in up to 2 guests per dance and must attend the dance themselves.

Teachers present at each dance are volunteering their time as chaperones and to assist the school to make the dance a success. Two members of the Bridgewater Police Department are present at every Senior High dance to ensure the safety of our students.

Winter/Spring Carnival

BJSHS holds a week-long Winter Carnival in mid-February OR a Spring Carnival in mid-April where

activities are planned by Student's Council.

Fundraising Events

Our main fundraiser is the "Viking Voyage" Walk-A-Thon in September. Proceeds from this fundraiser support extra-curricular activities at school such as sports teams, clubs, and groups. We ask everyone to get involved: students, staff, parents, and the community at large. We encourage all our Vikings to actively participate.

User-Pay

Students who participate in the Viking Voyage Walk-A-Thon have a percentage of the profit from the money they have raised placed in a special account. The funds in this account may be used toward a yearbook purchase, extra-curricular expenses, student rentals, graduation fees or school clothing. Students who make an effort to fundraise may earn enough money in their user pay account to pay all their expenses for the year.

Students wishing to pay fees with their User Pay should speak with Mrs. Varner in the Main Office, who oversees this account.

Sports

BJSHS usually fields teams in golf, soccer, cross-country, volleyball, basketball, hockey, curling, cheerleading, badminton, softball, and track & field. All sports teams must abide by the regulations set by the Nova Scotia School Athletic Federation (NSSAF), the governing body for all school sports.

Every attempt is made to protect team members from physical injury. All students taking part in strenuous athletic activities are urged to have a complete physical examination at the beginning of the school year.

A fee is charged for participation on interscholastic teams to offset the cost of referees, tournament fees, and travel. Students must pay team fees by the second game of the season in order to play. If extenuating circumstances exist, alternative arrangements may be made through communication with the administration. Please do not hesitate to contact us if resources are an issue.

Extracurricular privileges may be withdrawn for students who do not pay team fees (or make arrangements with administration) or return uniforms on time. Uniforms should be washed in cold water and immediately hung to dry.

100% of our athletic coaches are volunteering their time, energy and expertise to offer students a positive learning experience through sport. Our coaches make a valuable contribution to our school community and we value their support tremendously. If parents/guardians have concerns about their child's participation in school sport, please contact our administration to voice these concerns by calling our office at (902) 541-8260.

Yearbook

Each year, the Yearbook staff preserves the memory of the school year in an annual publication. The editor is chosen through an application process, and photographers are determined early in the school year. Dates for ordering and the price of the yearbook are announced early in the school year.

DIGITAL TECHNOLOGY

BJSHS supports the use of technology to support the goals and outcomes of the Nova Scotia Department of Education and Early Childhood Development as set out in the Public School Program.

BJSHS also recognizes the need for caution in the access and use of the Internet services by students and staff. As in all communications media, some individual actions and motives may be harmful, or dangerous to students.

SSRSB Policy #249, “Responsible Use of Technology and the Internet” (2012):

PRINCIPLES

1.1 The South Shore Regional School Board believes that:

- 1.1.1 access to technology and the Internet provides students and staff with enhanced learning opportunities.
- 1.1.2 the responsible use of technology and the Internet is a shared responsibility among the school, families, and students.
- 1.1.3 students need guidance and support in using digital media while in school
- 1.1.4 schools must ensure that unacceptable conduct is addressed in accordance with provincial policy.

2.0 RESPONSIBLE USE

- 2.1 The use of technology and the internet includes a responsibility of use in a respectful way. Regardless of technology ownership, students and staff should strive for exemplary digital citizenship.
- 2.2 It is expected that teacher will provide an appropriate level of support and supervision to students when they are using technology and the Internet.

3.0 UNACCEPTABLE USE AND CONSEQUENCES

3.1 Some examples of unacceptable use of technology and the Internet are:

- 3.1.1 using disrespectful language or images
- 3.1.2 illegal activities
- 3.1.3 bullying
- 3.1.4 disrupting the learning environment
- 3.1.5 creating undue stress on the bandwidth
- 3.1.6 violating copyright laws

3.2 A student who uses technology and the Internet in an unacceptable manner while in school is subject to appropriate disciplinary action, in accordance with the applicable disciplinary procedures, the school’s Code of Conduct, and SSRSB Policy 204: Regional Code of Conduct.

3.3 Teachers and other SSRSB staff who use technology and the Internet in an unacceptable manner while at work are subject to appropriate disciplinary action, up to and including discharge.

3.4 Violators may lose access to Networks.

3.5 Law enforcement agencies may be involved, depending upon the circumstance of the violation.

Smart Phones

We encourage the use of electronic devices for academic purposes at Bridgewater Junior Senior High

School. Personal use of cell phones during instructional time, during assemblies, or during a school emergency (unless directed by a staff member) is inappropriate behaviour.

DIGITAL CITIZENSHIP AT BJSHS

BJSHS is dedicated to promoting the values of **good digital citizenship**.

We agree to **respect ourselves** and each other in our daily use of technology.

We agree to **protect ourselves** and each other in our daily use of technology.

We agree to **respect and protect our intellectual property** and the **intellectual property of others** in our daily use of technology.

PROTECT MYSELF

I will ensure the information, images, and material I post online will not put me at risk.

I will not publish my personal details, contact details, or a schedule of my activities.

I will report any attacks or inappropriate behaviour directed at me.

I will protect passwords, accounts, and resources.

If I am meeting someone in the real world that I have met online, I will discuss it with people I trust, such as parents, colleagues, or friends, and never meet them alone.

PROTECT OTHERS

I will protect others by reporting abuse.

I will not forward inappropriate materials or communications.

I will not visit sites that are degrading, pornographic, racist, or inappropriate.

RESPECT MYSELF

I will show respect for myself through my actions.

I will select online names that are appropriate.

I will consider the information and images I intend to use before I post online.

I will consider what personal information about my life, experiences, experimentation, and relationships I post.

I will not be obscene.

RESPECT OTHERS

I will show respect to others.

I will not use electronic mediums to flame, bully, harass, or stalk other people.

I will show respect for other people in my choice of websites.

I will not visit sites that are degrading, pornographic, racist, or otherwise inappropriate.

I will not abuse my rights of access or enter other people's private spaces or areas without permission.

RESPECT INTELLECTUAL PROPERTY

I will request to use the software and media others produce.

I will use free and open-source alternatives rather than pirating software.

I will purchase, license, and register all software.

I will purchase my music and media, and I will refrain from distributing these in a manner that violates their licenses.

I will act with integrity.

I will request permission to use resources.
I will suitably cite any and all use of websites, books, media, and so on.
I will validate information.
I will use and abide by the fair use rules.

Disclaimer

Use of any information obtained via the Internet is at the user's own risk.