

Sussex Regional High School



Student Handbook

Principal: Ms. Jamieson

Vice Principals: Miss. Cook & Mr. Reicker

Mission: Sussex Regional High School strives to support and educate the whole learner by creating a positive, inclusive environment where each person is accountable, respectful, involved and proud of their school community.

Motto: Vincit qui se vincit (To conquer, one must conquer oneself)

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Bell Schedule:

Traditional Bell Schedule

Monday/Wednesday/Friday	
Transition to Homeroom	8:25 – 8:35
Homeroom/Period 1	8:35 – 9:45
Break	9:45 – 9:55
Period 2	9:55 – 10:55
Break	10:55 – 11:05
Period 3	11:05 – 12:05
Lunch	12:05 – 12:55
Transition to Period 4	12:55 – 1:05
Period 4	1:05 – 2:05
Break	2:05 – 2:15
Period 5	2:15 – 3:15

Tuesday/Thursday	
Transition to Homeroom	8:25 – 8:35
Homeroom/Period 1	8:35 – 9:45
Break	9:45 – 9:55
Period 2	9:55 – 10:55
Break	10:55 – 11:05
Period 3	11:05 – 12:05
Lunch	12:05 – 12:55
Transition to Period 4	12:55 – 1:05
Period 5	1:05 – 2:05
Break	2:05 – 2:15
Period 4	2:15 – 3:15

One Hour Bus Delay Schedule

Monday - Friday	
Transition to Homeroom	8:25 – 8:35
Homeroom	8:35 – 9:20
Break	9:20 – 9:30
Period 1	9:30 – 10:20
Break	10:20 – 10:30
Period 2	10:30 – 11:20
Break	11:20 – 11:30
Period 3	11:30 – 12:20
Lunch	12:20 – 1:15
Transition to Period 4	1:15 – 1:25
Period 4	1:25 – 2:15
Break	2:15 – 2:25
Period 5	2:25 – 3:15

School Counsellors:

Rachel Bennett – grades 10 and 12 specialist

Christina Douglas – grades 9 and 11 specialist

Daniel Henry – special presentations and various grade support

Students can schedule appointments to see an available school counselor using the online form or by emailing a school counsellor. All students must make an appointment to see a school counselor. Students are encouraged to review information pertaining to graduation requirements, scholarship information and course registration in the school counselling area.

Course registration formally begins early second semester. Information sessions for both students and parents will be offered. The course registration handbook can be found on our website.

Resource Team:

Shayne Buchanan – grade 9 specialist

Andrew Downey – complex case specialist

Kristina Evoy – grade 12 specialist

Lindsey Folkins (SPR) – grade 11 specialist

Shane Guptill – grade 10 specialist

Jodi Ravn – complex case specialist

New Brunswick High School Graduation Requirements

To graduate students will need to accumulate a minimum of 100 credit hours. Each course found in our course catalogue is equivalent to 4 credit hours, except for Cooperative Education which counts for 8 credit hours. The following are the graduation requirements broken down by category.

- **18 Required Courses from 5 core clusters (72 credit hours)**
 - 6 courses from the Language Arts and Languages cluster:
 - PIF 10 or FILA 10 are required.
 - English 10 Foundational is required.
 - English 11 Foundational is required.
 - English 12 Foundational is required.
 - 2 courses from the Humanities cluster:
 - Civics 10 is required.
 - 1 course from the Designated History Course is required
 - 3 courses from the Mathematics cluster:
 - Geometry Measurement and Finance 10 is required
 - 2 courses from the Science cluster.
 - 5 courses from the Personal Well-Being cluster:
 - 1 course from the Creative Arts cluster.
 - 1 course from the Wellness and Physical Education cluster.
 - 1 course from the Career-Connected cluster.
 - 2 additional courses from the Personal Well-Being category.
- **2 Additional Courses (8 Credit Hours) from any of the core clusters listed below:**
 - Language Art and Languages
 - Humanities
 - Mathematics
 - Science
 - Creative Arts
 - Wellness and Physical Education
 - Career-Connected
- **5 Additional Courses (20 Credit Hours) from any option for credit.**
 - Up to 8 credit hours from Challenge for Credit Courses.
 - Up to 4 credit hours from Independent Study Courses.
 - Up to 8 credit hours from Locally Developed Courses.
- **French Immersion students must complete 50% of their Grade 9 curriculum in French and 10 courses (40 credit hours) in French at the Grades 10-12 level.**
- **Successful rating the on English Language Proficiency Assessment**

Emergency Procedures:

Students and staff will practice fire drills, bus evacuations, lock downs, and evacuation procedures within the school year. In the event where these procedures may need to be activated SRHS will communicate with families in a timely fashion. A rally point for families in the case of an emergency will be the 8th Hussars Arena unless otherwise directed by emergency personnel. To help maintain the safety of all involved when these procedures are activated students will be directed to not be using any electronic devices.

Academic Protocols:

PowerSchool

Students and families can keep abreast of their academic progress by checking their grades and attendance online. If you would like access to the program, please contact our Administrative Assistants.

Report Cards

Formal report cards are issued twice each semester. Families and students are encouraged to check PowerSchool on a regular basis to be informed of academic progress throughout the semester.

Academic Distinction

Honours and Honours with Distinction:

To achieve Honours a student must have attained a minimum overall unrounded average of 80%. If a student receives an INC (incomplete) in a course, they will be ineligible.

To achieve Honours with Distinction a student must have attained a minimum overall unrounded average of 90%. If a student receives an INC (incomplete) in a course, they will be ineligible.

Valedictorian and Salutatorian:

To determine the salutatorian and valedictorian the final average of all credited courses where a numerical grade is achieved is calculated. A student must attend in-person for a minimum of one course in their grade 12 year. If a student receives an INC in any credited course, they will be ineligible. The student with the highest unrounded average will be offered the title of valedictorian and the student with the second highest average will be offered the title of salutatorian. If a student chooses not to receive the honour, the principal will offer the award to the student with the next highest unrounded average.

Final Assessments

Final assessments will occur at the end of each semester. The format and value of the final assessment will be determined by the teacher and communicated to the students at the beginning of the semester.

SRHS Behavior Policy:

SRHS sets clear standards and expectations for behavior and promotes academic and behavioral success for all students in which learning and safety are central. The behavior standards established by SRHS apply to all individuals within the building and are designed to create and maintain a positive learning and working environment. These expectations also hold true while students are traveling on the school bus, partaking in field trips or on any other school school-sponsored event. The implementation and enforcement of these expectations is a cooperative effort among students, sonic families, and the staff of SRHS. The roles and responsibilities of each member of the school community are critical to this process. The focus is on the development of positive student behavior; however, the school also has a mandate to protect the safety of all individuals within the school system, as outlined in Policy 703 the Positive Learning and Working Environment, and to take appropriate action whenever that safety is threatened or compromised.

Sonics are expected to contribute to the positive nature of the school by acting in a mature manner. Sonics are expected to always accept personal responsibility for their behavior and to follow the behaviors outlined below. The statements below are not an exhaustive list:

Personal Responsibilities of Our Sonics Include:

1. Always using school-appropriate language and behavior while maintaining friendly and courteous behaviors.
2. Attending all classes fully. This involves being in class or the designated location on time, with the appropriate materials, and ready to work.
3. Refraining from the possession of, or being under the influence of alcohol, drugs, tobacco and vaping products, and all other forms of intoxicants on school property or while representing SRHS.
4. Listening and responding appropriately to all staff members.

Social Responsibilities of Our Sonics Include:

1. Respecting and appreciating the diversity of all school members regardless of their race, culture, ethnicity, religion, creed, sex, sexual orientation, gender, gender identity, gender expression, physical or mental disability, age, socio-economic status, or appearance.
2. Respecting the rights, property, and safety of ourselves and others.
3. Refraining from all forms of bullying and cyberbullying, intimidation, racism, and discrimination.
4. Ensure the safety of others by refraining from inappropriate physical contact, which includes keeping our hands, feet, and other objects to yourselves.

The following actions are not tolerated at SRHS and are subject to the consequences outlined below.

<p>VAPING/TOBACCO USE</p>	<p>TIER ONE: FIRST OFFENCE Meeting with Administration One Day Out of School Suspension</p> <p>TIER TWO: SECOND OFFENCE Meeting with Administration Three Day Out of School Suspension</p> <p>TIER THREE: THIRD OFFENCE Meeting with Administration Five Day Out of School Suspension</p> <p>TIER FOUR: FORTH OFFENCE Referral to District</p>
<p>CELL PHONE MISUSE</p>	<p>TIER ONE: FIRST OFFENCE The teacher will remind the student of the cell phone policy and seek compliance</p> <p>TIER TWO: SECOND OFFENCE The student will be asked to bring their cell phone to the office. The phone will then be kept in the office for the remainder of the day.</p> <p>TIER THREE: THIRD OFFENCE The student will be asked to bring their cell phone to the office. The phone will then be kept in the office for the remainder of the day.</p> <p>TIER FOUR: FOURTH OFFENCE The student will receive a two day out of school suspension</p>
<p>LOITERING (At anytime in a washroom or in public areas of the building during class time)</p> <p>DEFIANCE/DISRESPECT</p>	<p>TIER ONE: FIRST OFFENCE Meeting with Administration Detention</p> <p>TIER TWO: SECOND OFFENCE Meeting with Administration One Day Out of School Suspension</p> <p>TIER THREE: THIRD OFFENCE Meeting with Administration Three Days Out of School Suspension</p> <p>TIER FOUR: FOURTH OFFENCE Five Days Out of School Suspension</p>

Beyond Tier Four: Students will remain home until a meeting is held with the family to discuss a path forward. Consequences may change, depending on individual circumstances.

SRHS Serious Misconduct Policy

These behaviours represent a significant disruption to the positive learning and working environment, endanger others, or significantly impair the operation of the school.

PHYSICAL VIOLENCE

BULLYING/HAZING/ INTIMIDATION/HATE SPEECH

VANDALISM

INTOXICATION

POSSESSION:

- Weapons
- Alcohol
- Drugs
- Drug Paraphernalia
- Pornographic Material
(including electronic images)
- Hate Propaganda

TIER ONE: FIRST OFFENCE

Meeting with Administration
One – Five Days Out of School Suspension


TIER TWO: SECOND OFFENCE

Student is suspended and a re-entry meeting will be required to discuss conditions of return

TIER THREE: THIRD OFFENCE

Situations will be dealt with on an individual basis and may involve alternative routes for learning

SRHS Behavior Matrix:

Sussex Regional High School			
	Be Safe	Be Respectful	Be Responsible
Restroom	<ul style="list-style-type: none"> • Wash hands: soap, rinse, dry • Keep water in sink • Place trash in garbage can • One person per stall 	<ul style="list-style-type: none"> • Respect privacy • Use kind words and actions • Use equipment and supplies properly • Wait your turn 	<ul style="list-style-type: none"> • Use time wisely • Keep washroom clean • Report problems to an adult
Hallway / Lobby	<ul style="list-style-type: none"> • Always walk • Walk facing forward • Keep to the right side of the hall • Keep hands and feet to self 	<ul style="list-style-type: none"> • Move quietly - classes are in progress • Keep hallways clear and clean • Use kind words and actions 	<ul style="list-style-type: none"> • Go directly to your destination • Use class sign-out sheet • Set a good example • Follow directions
Classroom	<ul style="list-style-type: none"> • Use classroom materials appropriately • Keep hands, feet and objects to yourself • Always walk 	<ul style="list-style-type: none"> • Pay attention to your teacher • Follow instructions • Use kind words and actions • Raise your hand to speak • Participate 	<ul style="list-style-type: none"> • Arrive on time and prepared • Complete your work • Organize and clean up your materials • Be ready to learn and try your best • Stay on task
Assembly	<ul style="list-style-type: none"> • Enter and exit quietly • Stay in designated area • Always walk 	<ul style="list-style-type: none"> • Actively Listen: Eyes and ears on speaker • Participate • Use appropriate applause • Enter and exit quietly • Use kind words and actions 	<ul style="list-style-type: none"> • Keep hands and feet to yourself • Sit facing forward with feet on ground • Follow directions from adults • Use appropriate commenting and questions

Cafeteria	<ul style="list-style-type: none"> • Follow directions from adults • Eat only your food • Always walk 	<ul style="list-style-type: none"> • Respect other's space • Use kind words and actions • Use an indoor voice 	<ul style="list-style-type: none"> • Leave a clean table, chair and floor • Sit with feet under table
Learning Commons	<ul style="list-style-type: none"> • Follow directions from adults • Work in your own seats • Always walk 	<ul style="list-style-type: none"> • Take care of books and equipment • Respect others trying to read and learn • Be quiet 	<ul style="list-style-type: none"> • Stay on task • Put things away in their proper place • Return materials on time • Use time wisely
Bus	<ul style="list-style-type: none"> • Stay seated facing forward • Watch for traffic when entering/exiting • Keep hands and feet to yourself • Report problems to adult 	<ul style="list-style-type: none"> • Keep noise down • Use kind words and actions • Listen for your stop • Remember your bus number 	<ul style="list-style-type: none"> • Listen to bus driver • No eating or drinking • Keep track of your belongings • Keep your backpack closed

General Information:

Student Fees:

An annual \$50.00 student is levied each year by the Student Leadership Team which funds many clubs, teams, assemblies, leadership activities, and scholarships.

Learning Commons:

This space is maintained and managed by Mrs. Stevens. Open for students to access each school day from 8:30 am – 3:15 pm. Students can use this space to complete assignments, eat lunch, and access computers and associated technology.

Attendance Matters

Students at Sussex Regional High School are expected to be in school, on time and prepared for class. Should a student be absent from school, it is their responsibility to get caught up on any work missed. A written excuse will be expected by the teacher upon their return to school. The student will be required to plan with subject teachers to make up any missed assessments. A missed school day is a lost opportunity for students to learn.

The Work Room – Career Development Center:

The work room provides one on one support to students and community members in the following areas:

- Job search tips
- Career search assistance
- Resume and cover letter writing
- Post-secondary training and opportunities
- Scholarship information

Hours of operation: 8:30 - 4:00 on Wednesday, Thursday, and Friday

Website: <http://www.careerthatwork.ca/>