

SHARBOT LAKE PANTHERS

Sharbot Lake High School & Intermediate School

Principal: Mrs. Heather Hight
Vice Principal: Mr. David Russell
Office Manager: Mrs. Sharon MacDonald

14432 Road 38, General Delivery,
Sharbot Lake, Ont.
KOH 2PO

Phone: 279-2131 - Fax: 279-3326

Email: shlhs@limestone.on.ca Website: <http://slhs.limestone.on.ca/>



This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____

POSTAL CODE _____ PHONE _____

STUDENT NO. _____ HOMEROOM _____



PLEASE NOTE: The front cover is sensitive to extreme heat. Do not leave in direct sunlight!

Printed on recyclable paper



MISSION STATEMENT

Sharbot Lake High and Intermediate School is dedicated to the development of each individual by providing a positive, supportive and stimulating learning environment in which all are encouraged to succeed. Individuals are encouraged to accept challenge and change, to strive to the best of their abilities and to appreciate the value of life-long learning. It is our aim that each student will face the future and its challenges with a positive attitude and confidence for success.

WE WILL PROVIDE:

- a safe, caring environment where people are treated with dignity and respect
- the opportunity to develop the skills and learning strategies needed to meet the challenges of an ever-changing world
- opportunities for students to achieve at a high level in their chosen academic, technological, artistic and athletic activities
- opportunities for students to develop and improve individual communication skills

OUR GOALS FOR SCHOOL IMPROVEMENT

We will strive to increase student engagement and sense of belonging in the school.

We will work with students and support them, so that all can achieve at the provincial standard, level 3, or higher.

We will provide targeted instruction to improve the literacy skills of all students.

DAILY SCHEDULE

Homeform and Period A: 8:28 - 9:49

Period B: 10:00 - 11:13

Period C: 11:24 - 12:37

LUNCH 12:37 - 1:27

Period D: 1:27 - 2:40

PERIODS C AND D FLIP BY WEEK

STUDENT COUNCIL

President: Sarah McCullough

Vice President: TBD

Social Executive: Melissa Sproule

Dance Executive: Cadence Cumpson

Fundraising Executive: Jessica Granlund

Spirit Coordinator: Josh Keefe

Secretary Freddie Kehoe

Junior Representatives: Hilary Howes and David Scott

SCHOOL COUNCIL

Sharbot Lake High School has a strong and supportive council comprised of parents and guardians of our students in grades 7 to 12. The objectives of School Councils are as follows:

- to increase parental involvement in schools to enhance student learning
- to provide a forum to learn about education and community needs
- to provide a meaningful advisory role for parents and the community
- to enhance communication and foster partnerships among parents, communities, teachers and administrators

The School Council also has representation from students, teaching and support staff, plus appointed community members. The School Council usually meets the first Monday of every month at 7 pm in the Panther Pit. All parents and guardians are welcome.

Student Services

The Guidance and Career Education program is a vital and integral part of our school. The main purpose of the program, as outlined in Choices Into Action: Guidance and Career Education Program Policy for Elementary and Secondary Schools, 1999 is to help students acquire the skills, knowledge and attitudes necessary to: know and appreciate themselves; relate effectively to others; develop appropriate educational plans; and explore career alternatives.

Teacher Counsellors encourage students and parents to participate in the programs, workshops, lessons and individual sessions intended to assist in a successful journey through high school and into post-secondary life. There are many resources to help students with their planning: Post-secondary calendars, workplace information sessions, the Ontario Youth Apprenticeship Program as well as online career programs such as My Blueprint and Career Cruising.

The Students Services Department consists of six different areas: Guidance, Adolescent Care Worker (ACW), Learning Program Support, Student Success, Co-operative Education and Adult Education.

Our program also enables students to: access counseling (social, emotional, academic) ; access to accurate and up-to-date information necessary for planning; develop and maintain a plan of progress towards educational and career goals.

Student Services provides the following for students:

Academic planning (course selection, tutoring, etc.)	Interest Tests to help determine career choices
Career planning	Information - books, pamphlets
Program and career information	Adolescent Care Worker
Guest speakers on career opportunities	Individual and/or group counseling
Post-secondary school information	Learning Program Support
Assistance with apprenticeship programs	Assistance with credit recovery

Adolescent Care Worker

The role of the Adolescent Care Worker, under the umbrella of Student Services, is to support students whose behavioural, social and emotional issues interfere with their success in school. The role involves being a direct liaison with school personnel, families and community agencies, such as Pathways for Children and Youth, KAIROS, North Rural Women's Program, North Frontenac Community Services and the Kingston, Frontenac, Lennox and Addington Health Unit.

Students should make appointments in advance by seeing any of the Student Services staff.

The Resource Centre

The Resource Centre is an integral part of the learning process at Sharbot Lake High School. Students are encouraged to use the computers available in the Resource Centre to prepare and edit assignments. The Resource Centre is open from 8:00 am to 2:40 pm Monday to Friday for research, study, word processing, and other school related activities.

Acceptable Use of Computers: School computers are for school-related research and assignments. You may also look up information normally found in newspapers but sites such as *YouTube* are not allowed without permission. Game playing, chats and newsgroups are prohibited by Board policy. Computer use is monitored; be prepared to be logged off if you are deemed to be surfing sites unrelated to school work. *Posting hurtful comments about students or staff on the Internet (even from your home computer) is cyber bullying and not tolerated.*

The file storage area of the school network is intended to be a secure area for the student to store school work. Computer personnel, teachers and administrators may need to access your file storage area for work related reasons. Personal files should not be stored on the school's computer system. Any unacceptable use of computers will be dealt with according to our Code of Behaviour, relevant Board policies, the Ontario Education Act and the Criminal Code of Canada.

Do not risk losing your computer privileges!

VALUABLES

Students must not bring large sums of money or valuables to school. During Physical Education classes, items such as watches and jewellery should not be left in pockets and purses in the changing room. **The school will not accept responsibility for lost or stolen articles.**

LOST AND FOUND

All articles found in or near the school should be turned in to the office. Physical Education Equipment will be sent to the gym office. If you have lost something at school, check the rooms you've been in. If unsuccessful, go to the "Lost & Found" located in the main office.

LOCKERS AND LOCKS

Lockers are assigned to students on the first day of classes in Period A. Locks are available through the Resource Centre at a cost of \$6.00. The use of lockers is a privilege for students. Students must only use their assigned locker. Only locks provided by the school may be used. Non-approved locks will be removed from lockers and the contents stored in the office until claimed by the owner. Students are responsible for the care and upkeep of the lockers.

Students should not store valuable items or cash in lockers. While theft is not a common occurrence, it is upsetting to lose items in this fashion. Also, students should not share locker combinations with other students, as sometimes this information could get passed on to additional parties.

Lockers are the property of the Limestone District School Board and may be opened by the school's Administration if necessary. Items such as alcohol, drugs, weapons, or substances which threaten health or safety are prohibited on school property, including lockers. If there is suspicion that a locker contains any of these items, it will be opened and searched. It is also important that students occupy only the lockers assigned to them, as they will be responsible for items found in those lockers. These practices are intended to help keep our school safe for everyone.

Posters or visual displays should not violate any aspect of our Human Rights Education Policy or be offensive to others in the school. Likewise, graffiti which is written or scratched into lockers are acts of vandalism and will be treated accordingly.

Cafeteria

The cafeteria opens for service at 8:00 AM, and is open for breaks and the lunch hour. It is the responsibility of each student to help keep the school clean. Use of the cafeteria service during class time is only for students with a study period, and is granted to students who can use it properly. Food and drink are not allowed in classrooms, unless otherwise permitted by the classroom teacher.

Parking

Students may park their vehicles in the north parking lot, between the school and soccer field. The south parking lot beside the school is for staff only. Cars parked in the fire lane may be towed away at the owner's expense. Staff and students are reminded that they may not leave the parking lot until after the buses have left.

Fire

If you discover a fire, pull the lever on the nearest fire alarm and inform a staff member of the location of the fire as you leave the building. A loud bell ringing intermittently is the unmistakable signal for a fire alarm. Students must move quickly and quietly, but not run to the proper exit which is noted on the classroom wall. Once outside, everyone must move to the north end of the north parking. Do not block the vehicle entrances. Students will remain outside until told to return by staff members.

BUS PROTOCOL

Riding the school bus is a privilege. The bus driver and fellow passengers have the right to be treated with dignity and respect. Inappropriate conduct by students can distract the driver, affecting the safety of all students riding the bus.

If a student needs to get off the bus at a different stop on their route, if they are going home with a friend, or going to an alternate destination, a bus note must be obtained from the main office and signed by administration. A note from parents/guardian must be presented to office staff in order to obtain the note. The bus note is then given to the bus driver by the student when they board the bus at the end of the day. Bus drivers cannot allow students to depart at a different stop or board their bus - for an alternate bus - if they do not have a note.

The alternate bus stop requested must be an existing planned stop (i.e. - the bus stops there everyday already). Due to insurance and safety requirements, busses are not allowed to stop where there is no existing planned stop. If the bus stop is not a planned stop, parents/guardians will be contacted by the school so that alternate arrangements can be made.

If the alternate stop is one which will be required on a regular basis (i.e. student's work site, alternate caregiver, etc.), students should complete a new Transportation form available in Student Services and indicate under "alternate stop" the location of the work site, etc. Triboard Transportation will then process the information and let parents/students know where the bus will be letting them off. In some instances, the alternate stop is not in a safe location for the bus to stop. In that case, students will be required to get off at the closest approved stop.

Late Bus

Late Buses provide students with an opportunity to participate in extra-curricular programs offered at the school. Extra-curricular involvement enriches both the individual students involved and the school as a whole. Late Buses will be available on a sign-up basis. There must be a sufficient number of students signed up for every late bus in order for the bus to run. Students not living directly on the late bus routes must arrange their own transportation from the main route to their home.

STUDY HALLS

Students with unassigned periods must spend this time in the Cafeteria or the Resource Centre. Halls and stairways are to be clear during class time.

PAY PHONE

A pay phone is provided for the convenience of students. It is located at the front entrance. Office phones are business phones, needed for the operation of the school and are **not** to be used by the students. Only in case of serious need will the office assume

responsibility of accepting messages for students from outside callers. Cell phones, pagers, or other communication devices must be turned off during instructional time and are never to be used in the Resource Centre.

Electronic Devices: Electronic devices (iPods, MP3 layers, CD players, PlayStations, etc.) are not to be used in classrooms without permission from the classroom teacher. When electronic devices cause a disruption in the classroom, they may be confiscated by the teacher and given to a vice-principal. Laser pointers are not permitted at school.

GUESTS

All guests (individuals not currently registered at Sharbot Lake High School) must report to the Main Office and state their name and the nature of their business and obtain a visitor's identification label. The Administration will decide whether or not to allow a guest to visit. **Permission should be sought a day ahead of the planned visit.** Guests are generally not permitted in the building during class time, nor are they permitted to attend classes without the explicit permission from each teacher.

DANCE POLICY

The Student Council of SLHS sponsors dances for day students of the high school and their guests (under the age of 20). School dances provide an opportunity for teenagers to socialize in a welcoming and safe environment, and are not appropriate for adults or for students who are not registered in a secondary school. Host students may sign in one guest by noon on the day before the dance and must provide a parent/guardian contact number for that guest. Each host assumes responsibility for, and shares in the consequences if his/her guest breaks the rules and/or policies of SLHS and/or the Limestone District School Board. **The Principal or designate of the school reserves the right to deny admission to any guest or student.**

The Student Council imposes consequences for misbehaviour at dances (i.e. suspensions from future dances) in addition to that of the school or Board. Elementary-aged students may not attend high school dances. Grade 7 & 8 students, and their elementary-aged friends, are the only individuals who may attend Elementary dances.

THE GRADE 7 AND 8 PROGRAM

This is a non-semestered program that includes the following subjects: English, Geography, French, Arts, Mathematics, History, Health and Physical Education, and Science & Technology. Homework will be assigned most days, as outlined by the Limestone District School Board's guideline.

Students in this program area are also invited to participate in many of the high school's special activities, such as Colour House challenges, Winter Carnival, and Earth Day. As members of the High School community, Intermediate students must adhere to the High School Code of Behaviour. Smoking is not permitted.