



BURNABY NORTH SECONDARY SCHOOL

“EXCELLENCE, DISCOVERY, SERVICE”

Our aim is for students to have a safe and successful school year. We would like to develop a strong partnership with you to help your teen focus on learning and being positively involved in the school. Please review the general information reminders and student responsibilities and conduct reminders with your teenagers to prepare for the year. The Student Agenda Planner is an additional source of information about Burnaby North.

General Information

School Fees

- **Will be collected online using our School Cash Online system. Instructions as well as a link on how to access the School Cash Online is available to you on our school website (<http://north.sd41.bc.ca>). You may also visit the site directly at <https://burnaby.schoolcashionline>**
- The basic School Activity Fee for grades 8 to 12 is \$30.00.
- The Graduation Dinner/Dance fee is \$125.00.
- The School Leaving Ceremony for Grade 12's is \$80.00 (which includes an academic gown and two tickets).
- The Student Yearbook is \$65.00 (optional) **before December 31 and will be 75.00 after January 1, 2017**. Subject-specific fees may be collected by subject teachers throughout the year.

Agenda Planners / School App:

- Burnaby North is excited to offer its entire school community (students, staff, and parents) a new way to stay connected. We are launching our new School App (Android and Iphone), which can be downloaded from the App Store). The BNSS App will give our students agenda planning capabilities, which will replace our printed agendas. *(Some printed agendas will still be available on a first come/first serve basis)*. Instructions/Information to be provided.
- The App will also allow students, staff and parents to stay connected with “PUSH” notifications of any important class/school information.

Lockers and locks

- All lockers come with a lock. The lock and locker belong to the school and are assigned to students to use during the school year.
- Lockers and locks will be assigned during the division times in the first week of school.
- Students will be required to share lockers. Each student is responsible for keeping the assigned school locker in good condition. Damage or graffiti to the lockers may lead to the loss of the use of a locker.
- Students should always keep lockers secured and should not share lock combinations with anyone other than their locker partner.
- Parents and students are reminded that lockers are provided with no expectation of privacy regarding the contents. In addition, neither the Burnaby School Board nor the School has insurance to cover lost or stolen items.

Locks

- Students should have their own lock for PE lockers.
- Locks can be purchased from the school store for \$9.00 each (including tax).

Textbooks

- Subject teachers will issue textbooks during class time. They are issued free of charge. A charge is made when textbooks are lost or damaged. **Please note:**
- Students must return the same book they were issued by their teacher
- Students who lose a text will be required to pay the full replacement cost of the book
- Students who return texts that have been damaged will be charged the full replacement cost



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Course Changes

- Priority will be given to new registrations and to students who need courses to meet graduation requirements, complete timetables, and correct errors.
- Students are to attend all classes as shown on their timetable. Any changes require an appointment with the counsellor.

Student ID Cards

- Student photos will be taken on Thursday, September 22nd
- Photo packages can be ordered from the photographer
- Student ID cards will be issued following photo day, when they become available from the photographer

Attendance

- All students are required to attend all of their classes during the school year.

Punctuality

- All students are expected to move to class when the warning bell rings. Students are to be seated in their classes when the final bell for class rings. Between the 3rd and 4th blocks each day, there is no break. Students are to move immediately to their last class of the day.

Lates

- Students arriving late will report directly to their subject class with a note signed by a parent/guardian or an administration slip signed by a teacher or an administrator. Arriving late to class is disrespectful to learning. Arriving on time is an important demonstration of respect for everyone.

Absences

- Attendance is recorded in division meetings, tutorials and each subject class
- When a student is absent a parent/guardian must phone the school and leave a message with the receptionist
- Upon return to school students must submit a note stating the dates and reason for the absence
- The note must be shown to, and signed by, each subject teacher and then taken by the student to the Attendance Clerk in Room 115
- It is the student's responsibility to make up work missed during an absence

Unexcused absences and lates

- Students who are absent or late arriving to class and who do not have the required notes are recorded as unexcused.

Vacations

- Absences due to vacations are not recorded as excused. The result of missing classes for vacations could mean loss of marks. Extended holidays are not recommended or acceptable and could seriously affect a student's final letter grade.

Non-Emergency Phone Calls to Schools (dentist, doctor, hair appointments)

- Non-emergency phone calls to the school office asking for contact with students will not be accepted. Our aim is to keep interruptions to instruction to a minimum so that we may focus on student learning.

Cafeteria Service

- Will be available in the north and south building cafeterias starting Wednesday, September 7th.



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Success Program

- Runs from 3:15 pm – 4:00 pm, Monday through Thursday
- Teachers from our Learning Support Services Department, along with a number of Peer Tutors, will be available to assist students with homework, tests, or assignments
- Students may choose to go for help or may be assigned by their teacher to the Success Program to help them catch up missed work assignments, class work, and/or write tests.

Tutorial Program

- Sessions have been scheduled throughout the year from October to April
- Sessions run from 8:45 am – 9:30 am on Wednesdays (see school calendar)
- Tutorial sessions provide time for students to get help with and work on core academic subjects and read to develop stronger literacy skills

Student Responsibilities and Conduct Reminders

- Burnaby North is a community that values learning and teaching in a safe, caring and positive climate. The rights and freedoms of individuals are balanced with the collective well-being of all members of the school community. Members of the school community should behave in a way that is not distracting to the learning and well being of others. All students are asked to follow the district and school code of conduct (see agenda planner).

Student Dress

- Decisions regarding student dress require the careful balance of the individual's right of self-expression against the district's responsibility to ensure an appropriate learning environment. Consideration must be given to the health, safety and welfare of the school community. To find this balance between individual freedom, social convention, and functionality, a precise definition is difficult to achieve. Although choices regarding student attire rest primarily with the parent and student, the district dress code identifies some standards that may assist these decisions and identify consistent expectations in all schools. To that end, the Board offers the following guidance so that students learn to make good independent decisions regarding their choice of clothing.
 - All members of the school community should dress in ways that are appropriate for their particular roles and show respect for themselves, for others, and for the school.
 - All members of the school community are expected to wear clothing appropriate for school. Clothing that distracts oneself or others from focusing on teaching and learning is inappropriate. It is not appropriate or respectful to wear clothing which
 - represents or promotes alcohol or drugs;
 - makes sexual reference;
 - uses inappropriate language;
 - depicts or promotes violence, racism, or other discrimination;
 - is intimidating to others;
 - has a brand name that relates to profanity.

Graffiti

- The damage to school property that results from graffiti is vandalism. Students caught vandalizing any school board property will be subject to disciplinary action. Parents/guardians and students will be responsible for the cost of removing the graffiti.

Electronic Devices

- Please refer to the District Technologies and Information Systems' Digital Responsibility Guidelines for Students.



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Water Pistols/Water Balloons/Water Toys

- Students are not permitted to be in possession of or use any type of water toys on school property. Any such items will be confiscated and students using them will be subject to disciplinary action.

Rollerblades/Scooters/Skateboards

- Any of the above items are not to be used **on school grounds** or **in the school** as they are a potential safety hazard for students and staff. Students who use skateboards to come to school should leave them in their lockers during the day.

Laser Pointers/pens

- These items are dangerous and can cause permanent damage to eyesight. They are not permitted in school and will be confiscated and held at the office.

Internet Use

- Access to the Internet is for educational and research purposes. Inappropriate use of the internet, including the violation of classroom and district rules, is subject to loss of network privileges and other District disciplinary actions. It is the user's responsibility not to initiate access to inappropriate or offensive material. The use of the Internet is a privilege, not a right.

No Smoking

- All students are actively encouraged to make healthy lifestyle choices. Smoking is not permitted on the property of Burnaby North.