

Huntsville High School
Student Handbook
2015—2016



HHS

58 Brunel Road

Huntsville, ON

P1H 2A2

Hhs.tldsb.on.ca

Main Office: 705-789-5594

The Hoya Code

I will show respect for myself, others and my environment.

I will be in class, prepared to work, before the bell.

I will be dressed appropriately for school.

I will only wear my hat in the halls and cafeteria.

I will only use my cell phone in the halls and cafeteria, or during class time, with the permission of my teacher, for curriculum related activities.

I will use appropriate language at HHS.



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A—Z Code of Behaviour — School Routines

Announcements—at the beginning of the second period each day

For your information! Please stop and listen, wherever you are in the school. Announcements are for you and this is how you find out what is going on at HHS.

Bell Schedule

First Bell—8:40

Second Bell—8:45 music plays

Period 1— 8:50—10:05

Break —10:05—10:15

Period 2— 10:15—11:30

Lunch—11:30—12:30

Warning bell at 12:20—music plays

Period 3—12:30—1:45

Break—1:45—1:55

Period 4—1:55—3:10



Anti-Bullying

Our goal is to make HHS a place where everyone feels welcome and safe. Please help by reporting incidents of bullying to the VPs or the Guidance Counsellors. You can also report bullying anonymously through the school website (www.hhs.tlidsb.on.ca).

Busses

Many students rely on the busses to get to HHS. Remember that this is a privilege and you are expected to be respectful to the bus driver and the other students on the bus. Follow the bus regulations as posted at the front of the bus and obey the instructions of the bus driver. You are not permitted to ride a bus other than your own.

If you are non-compliant, you will be given a bus slip from your bus driver which you are expected to bring into the office to give to the secretary. Your VP will meet with you. If you receive a third bus slip or are a safety concern on the bus, suspension of bus privileges will be considered.



Cafeteria

The Caf is your place! Please feel welcome to use this space during lunch or your spares. There are several outlets for electronics. The Caf offers a variety of hot and cold food and beverages from 11:30 to 12:30pm. Students may purchase food or bring their own lunch. There are also vending machines that offer a variety of drinks and snacks. Please use the garbage and recycling bins.



Cell Phones

Cell phones are only permitted in the hallways and cafeteria before and after school, during the scheduled break and lunch hour. Cell phones are to be “off and away” before entering the classroom. Your teacher will let you know if cell phones are to be used for work relating to the curriculum. If you use your cell phone during class time, without permission, you will be asked to bring it to the office and the phone will be given to your VP. You will then be given an admit slip to get back into your classroom. At 3:10pm you can come to the office and speak to your VP to have your cell phone returned to you. If this happens more than twice, your parents will be asked to come in and pick up your cell phone.

Dress Code

At Huntsville High School we have high expectations of how the students present themselves through their choice of dress, while respecting and understanding the importance of self-expression. Students are encouraged to make appropriate choices with their attire. For example: Shirts should be big enough to cover chests and abdomens. Pants, shorts and skirts should be long enough to cover the buttocks.

Slogans, pictures and writing on clothing must comply with the school code of conduct.

Exams

High School exams are compulsory. Semester 1: January 28 to February 3. Semester 2: June 22 to 28. Students are expected to provide a medical note if absent from an exam.



Fire Alarm

A continuous sounding alarm is the signal that all students must leave the building, calmly and quickly, without running. Posted in each classroom is the exit required to be used in case of fire. Once outside you are expected to follow teacher directions and move well away from the exits and fire routes.

Note: Pulling a false fire alarm is a serious offense and will result in severe consequences, including a financial cost to the individual as well as police involvement.

Hallways

Here at HHS, we have the 20/20 rule. Students should not be in the hallways during the first and last 20 minutes of class. You should only be in the hallway with permission from your teacher. A reminder that respectful behaviour is expected throughout the school, including the hallways - avoid running, shouting, pushing, swearing...

Grade 12s—see SPARES further along in this booklet.

Hand-holding

HHS is a hand-holding school only. PDAs (public displays of affection) should be appropriate to a public location!

Hats

You can wear your hat in the hallways, in the caf and in classes where hats are necessary (for example: kitchen, shops, etc. at the direction of your teacher). Please remove your hat before entering your classroom, the library or the office.

Homework Club

Room 324 will be open daily at lunch and after school until 4pm. All students are welcome! The room will be supervised and students can access technology and obtain support for school work.

Identification

In order to maintain safety, it is important that students identify themselves using their proper name to school and Summit Centre staff, when asked to do so. Non-compliance will result in suspension.

Illness

If you become ill during the school day, please report to the office—even if you have texted/called someone to come and get you!



Lates

If you are late for class, you must go to the main office to obtain a late slip. If you have an excused late (e.g. an appointment), please bring a note from your parent/guardian or have them call in to the office—705 789-5597.

Unexcused lates will be tracked and will result in the following consequences:

- 5 unexcused lates: meet with a Head/Admin, phone call home
- 10 unexcused lates: ½ day in-school suspension, phone call home
- 15 unexcused lates: full day in-school suspension, phone call home
- 15+ unexcused lates: Admin intervention

Library

Ms. Taylor and Mr. McTavish are our teacher librarians. The Library Centre is open daily from 8:15am to 3:45pm. You are invited to enjoy the HHS library “hub” during the lunch hour or on your spares, although food and drinks are not permitted.



Lockdown

The office will announce “Emergency, Emergency, Emergency. Initiate Lockdown”. At this time, students are expected to listen to the instructions of their teacher. If you are in the hallways or the washroom, enter the nearest classroom. Move away from doors and windows and remain quiet.

Lockers

You will be assigned a locker on the first day of school. You are responsible for bringing your own combination lock to school— please do not bring locks with keys. Changes to locker assignments can only occur through the main office with Ms. Picken. The locker, both inside and out, is your responsibility—please no graffiti or vandalism!



OSSLT

The Ontario Secondary School Literacy Test (OSSLT) is a compulsory, standardized test written by all students in Grade 10. Passing the literacy test is a graduation requirement. Test day will be at the end of March.

Parking

Staff and students share the busy parking lot with the Summit Centre and the busses. Please be respectful of others and a reminder that DRIVING SAFELY, i.e. slowly and with an awareness of other cars and pedestrians, is very important.



Picture Day

You must be photographed for your student ID and for the yearbook. Grad 12s must have a GRAD photo taken to be on the GRAD composite. Photo day is Wednesday, September 16. Retake day is October 29. Graduation photos will be take place on November 16 with re-takes in February.

Restorative Practices

HHS Staff have participated in Restorative Practices Training. Whenever possible, staff and administration will try to respond to conflicts in a restorative manner. In doing so, students will recognize the impact their behaviour has on others and be held responsible for their actions. The focus will be to restore relationships and repair any damage done.

Skateboards

For safety reasons, skateboards are not to be used on school property, including the parking lots, ramps and hallways.

Smoking

Smoking and tobacco products are not to be displayed or used in the school building or anywhere on the school grounds. Violations may result in suspension.

Social Media

Any technology used for communication purposes must be used appropriately. Threatening, harassing or demeaning comments or pictures will not be tolerated and will result in consequences.

Student Cards

Student cards are distributed once you have paid your student fee of \$25. This fee goes to help pay for many of the activities that HHS offers; for example: dances, clubs, sports, the library, music programs, computer use, GRAD and PROM.

Spares

Students with spares in their timetable have 3 choices:

- Go to the cafeteria—YES the CAFETERIA!
- Go to the library to study, do homework or chat quietly
- Leave school property at the beginning of your spare.

We ask that you do not hang out in the hallways or on the benches.

Student Services

Please look at the HHS website for information on the many student services offered at HHS. In the student services office, the counsellors: Mr. Byl, Ms. Fawcett, and Ms. Myers, are here to help students navigate their way through their high school years

Students are assigned by last name to a counsellor:

Mr. Byl—A to H

Ms. Fawcett— I to Q

Ms. Myers—R to Z

Students and/or parents wishing to meet with a counsellor can make an appointment by visiting or calling the Student Services office (7805 789 5594 ext, 228) and speaking to Ms. Finbow.

Student Success

The Student Success Room is located in room 324. This room is a supportive space for additional help with academic courses, problem – solving skills, OSSLT support and meeting graduation requirements. In room 324 you will find printers, computers, and a microwave available for your use. Students may drop in over the lunch hour and after school until 4pm, for support.

Theft

Please report any loss of property to the main office. Administration will try to recover lost or stolen property but will not be responsible for replacing it. Theft is a serious offense and will be met with appropriate consequences.

Volunteer Hours

Completing 40 hours of volunteer work is a graduation requirement. You may pick up your volunteer record cards in the Student Services office. Please return your completed cards to the Main Office. Your hours must be completed by the end of May in your graduating year— don't leave it until the last minute!

Visitors—must report to the office.

Weekly Tumble

Classes tumble every week following this 4 week rotation:

Week A—Period 1, 2, 3, 4

Week B—Period 4, 3, 2, 1

Week C—Period 2, 1, 4, 3

Week D—Period 3, 4, 1, 2

What about late assignments?

Students who fail to submit assignments on the due date will negotiate a second deadline with their teacher. Teachers may assign up to a 10% penalty after the first missed deadline for grade 11 & 12 students.

Students who fail to submit their assignment after the second deadline will be referred to Student Success. In addition, students may receive a zero for missed deadlines, or not submitting an assignments.

Attendance Policy and Procedures

Students are to attend school until they are 18 or have received their diploma. The school is required by law, to monitor attendance. If you are absent from school, your parent/guardian must inform the school.

Call the attendance line by 12pm on the day of your absence at 705 789—5597.

Acceptable absences include:

- illness,
- medical and legal appointments,
- bereavement,
- emergencies.

Try to schedule vacations so that they do not conflict with school time. If you are going to be away for a vacation—there is a Vacation Form that must be completed before you leave. You can obtain and return this form to Ms. Galbraith in the office.

Truancy

- Unexplained absences will be recorded as truancy.
- Our automated phone system will call home for unexplained absences.
- Persistent truancy will result in referrals to the VP, in-school suspensions, referral to the attendance counsellor, removal of bus privileges and family meetings

NOTE:

1. If you are truant on the day of an activity (e.g. dance, sporting event, field trip) you will not be allowed to participate in this activity.
2. If you are truant on the day of a test/evaluation you will receive a mark of zero.

Unacceptable Behaviour

Any unacceptable behaviour, targeting any member of the school community, will be interpreted as impacting on the moral tone of the school. The Trillium Lakelands Board Policy on Code of Conduct clearly specifies potential consequences for certain behaviours.

Suspension

A principal may suspend a pupil for a fixed period of 1-20 days from his or her school, and from engaging in all school-related activities, if the pupil commits any of the following infractions:

- Threatening to cause serious bodily harm
- Possessing alcohol or illegal drugs
- Being under the influence of alcohol or illegal drugs
- Swearing at a teacher or another authority figure
- Vandalism causing extensive damage
- Bullying
- Conduct injurious to the school's moral tone
- Conduct injurious to the well-being of others
- Conduct contrary to the code of behaviour

Expulsion

The following behaviours may lead to suspension and possible expulsion of 21 days or greater:

- Possessing a weapon, including possessing a firearm
- Using a weapon to cause or to threaten bodily harm
- Physical assault
- Sexual assault
- Trafficking in weapons or illegal drugs
- Committing robbery
- Extensive vandalism on or off Board property
- Giving alcohol to a minor
- Bullying
- Behaviour causing unacceptable risk to others
- Repeated behaviours resistant to change
- Serious violation of the Board/School code of conduct



Student Parliament (SPAR) 2015—2016

Prime Minister—Nathan Forestell
Deputy Prime Minister—Eric McNeil
Minister of Finance - Megan Mikhail
Minister of Communication—Alexis Berry
Minister of Spirit—Halle DeNardis
G7 Representative—Sam Koop

GRADE TEN REPS:

Jakob Heinz
Abby Koop
Carson Pearse
Emma Solecki



GRADE ELEVEN REPS:

Robin Hisey
Marly Hogue
Mary MacMillan
Tyler Pearse
Madi Smrtka
Bailey Williams

GRADE TWELVE REPS:

Takiah Ebbs-Picken
Madi Fedorowich
Dylan Kaye
Shannon Marshall
Rachel Miller

THERE IS LOTS TO DO AT HHS!

CHECK OUT ALL OF THESE EXTRA-CURRICULAR ACTIVITIES!

Alpine Ski	Improv
Archery	Lacrosse
Art and Literacy Magazine	MIndfulness
Athletic Association	Mountain Bike
Badminton	Me2We
Band	Musical Productions
Grade 9	Nordic Ski
Intermediate	Robotics
Senior	Rotary Interact Club
Senior Stage	Song Project
Basketball	Soccer
Battle of the Books	Student Parliament
Caf Jam	Student Voice
Curling	Swimming
Eco-Outers	Tennis
Link Crew	Track and Field
Figure Skating	Volleyball
Gamers	X-C Running
Gay Straight Alliance	Yearbook
Golf	And sometimes even more...
Hockey	