



LV Rogers Secondary School Student Handbook

2023-2024



Mr. Dan Rude - Principal
Mr. Roman Wyllie - Vice Principal

1004 Cottonwood Street
Nelson, British Columbia
V1L 3W2 Telephone: (250) 352-5538 Fax: (250) 352-3119

Welcome to LV Rogers Secondary School 2023-2024

On behalf of the staff and administration at LV Rogers Secondary School, welcome! For those of you who are returning students, you will be familiar with our routines (such as LVTV announcements in the morning and our weekly update blog/email) as well as our guidelines and policies that make at our school a welcoming, safe, and inclusive environment in which to be. We encourage everyone to become involved in LVR life, and to take advantage of all that LVR has to offer in support of students' development towards graduation. In return, we expect you to contribute to our school community—whether it is through being a part of Student Council, Athletics, Clubs, School Wide Events, or by simply being a respectful, caring person to others. It all makes a difference.

With that in mind, we have created this Student Handbook to help you navigate your way through high school life at LV Rogers. It is also a resource guide to the services and supports offered at our school. Take a look at the Table of Contents and become familiar with the key parts that impact you, as well as ones you may have questions about. Your feedback and questions are welcome—drop by the office at any time to see us.

Wishing you an amazing year of learning, personal growth, and great friendships and connections.

Mr. Dan Rude - Principal
Mr. Roman Wyllie - Vice Principal



LV Rogers Core Values
Respect. Responsibility. Compassion. Curiosity.

TABLE OF CONTENTS

- **LVR Day & Block Rotation - 2023-24**
- **LVR 2023-24 Timetable**
- **LVR Staff List Link**
- **LVR Declaration of Inclusion**
- **School District No. 8 Policies & Administrative Procedures & Code of Conduct Links**
- **BC Graduation Program links**
 - Certificates of Graduation
 - BC Curriculum
 - K-12 Student Reporting Information for Parents and Caregivers
 - BC Provincial Graduation Assessments
- **LVR Attendance Policies & Procedures**
- **Information in Alphabetical Order**
 - Assemblies Etiquette
 - Classrooms Cell Phone Protocols - *in development*
 - Course Withdrawals and Due Dates
 - Enrichments
 - Fees
 - Grade Appeals
 - Guests at LVR
 - Health Care & Student Accident Procedures
 - Homework
 - Interim Reports
 - Library
 - Lockers & Locks
 - Lost & Found
 - Online Learning
 - Plagiarism
 - Student Parking
 - Schedule Changes for Students
 - Student Council & Student Trustees
 - Student Programming & Schedules
 - Student Support Services
 - Study Areas
 - Technology Use
 - Textbook & Library Books

LVR Day & Block Rotation - 2023-24

LV ROGERS DAY AND BLOCK ROTATION 2023 - 2024

SEPTEMBER						
	Mon	Tue	Wed	Thu	Fri	
WK 1	4 STAT	5 AB CD	6 AB CD	7 AB CD	8 AB CD	
WK 2	11 DC BA	12 AB CD	13 AA BB	14 CC DD	15 DC BA	
WK 1	18 AB CD	19 DC BA	20 BB AA	21 DD CC	22 SCHOOL PLANNING DAY	
WK 2	25 DC BA	26 AB CD	27 AA BB	28 CC DD	29 STAT	

OCTOBER						
	Mon	Tue	Wed	Thu	Fri	
WK 1	2 AB CD	3 DC BA	4 BB AA	5 DD CC	6 AB CD	
WK 2	9 STAT	10 AB CD	11 AA BB	12 CC DD	13 DC BA	
WK 1	16 AB CD	17 DC BA	18 BB AA	19 DD CC	20 PRO D	
WK 2	23 DC BA	24 AB CD	25 AA BB	26 CC DD	27 DC BA	
WK 1	30 AB CD	31 DC BA				

NOVEMBER						
	Mon	Tue	Wed	Thu	Fri	
WK 1			1 BB AA	2 DD CC	3 AB CD	
WK 2	6 DC BA	7 AB CD	8 AA BB	9 CC DD	10 DC BA	
WK 1	11 STAT	14 DC BA	15 BBAA EARLY DISMISSAL	16 DDCC EARLY DISMISSAL	17 AB CD	
WK 2	20 DC BA	21 AB CD	22 AA BB	23 CC DD	24 DC BA	
WK 1	27 AB CD	28 DC BA	29 BB AA	30 DD CC		

DECEMBER						
	Mon	Tue	Wed	Thu	Fri	
WK 1					1 AB CD	
WK 2	4 DC BA	5 AB CD	6 AA BB	7 CC DD	8 DC BA	
WK 1	11 AB CD	12 DC BA	13 AA BB	14 DD CC	15 AB CD	
	18 Winter Break	19 Winter Break	20 Winter Break	21 Winter Break	22 Winter Break	
	25 Winter Break	26 Winter Break	27 Winter Break	28 Winter Break	29 Winter Break	

JANUARY						
	Mon	Tue	Wed	Thu	Fri	
WK 2	1 STAT	2 AB CD	3 AA BB	4 CC DD	5 DC BA	
WK 1	8 AB CD	9 DC BA	10 BB AA	11 DD CC	12 AB CD	
WK 2	15 DIST PRO D	16 AB CD	17 AA BB	18 CC DD	19 DC BA	
SEMESTER END WEEK DOUBLE BLOCKS	22 AA BB	23 CC DD	24 BB AA	25 DD CC	26 Turn Around	
WK 1	29 AB CD	30 DC BA	31 BB AA			

FEBRUARY						
	Mon	Tue	Wed	Thu	Fri	
WK 1				1 DD CC	2 AB CD	
WK 2	5 DC BA	6 AB CD	7 AA BB	8 CC DD	9 DC BA	
WK 1	12 AB CD	13 DC BA	14 BB AA	15 DD CC	16 PRO D	
WK 2	19 STAT	20 AB CD	21 AA BB	22 CC DD	23 DC BA	
WK 1	26 AB CD	27 DC BA	28 AA BB	29 DD CC		

LV ROGERS DAY AND BLOCK ROTATION 2023 - 2024

MARCH						
	Mon	Tue	Wed	Thu	Fri	
WK 1					1 AB CD	
WK 2	4 DC BA	5 AB CD	6 AA BB	7 CC DD	8 DC BA	
WK 1	11 AB CD	12 DC BA	13 BB AA	14 DD CC	15 AB CD	
	18 SPRING BREAK	19 SPRING BREAK	20 SPRING BREAK	21 SPRING BREAK	22 SPRING BREAK	
	25 SPRING BREAK	26 SPRING BREAK	27 SPRING BREAK	28 SPRING BREAK	29 STAT	

APRIL						
	Mon	Tue	Wed	Thu	Fri	
WK 2	1 STAT	2 AB CD	3 AA BB	4 CC DD	5 DC BA	
WK 1	8 AB CD	9 DC BA	10 BB AA	11 DD CC	12 AB CD	
WK 2	15 DC BA	16 AB CD	17 AA BB	18 CC DD	19 DC BA	
WK 1	22 PRO D	23 DC BA	24 BBAA CARLY DISMISSAL	25 DDCC CARLY DISMISSAL	26 AB CD	
WK 2	29 DC BA	30 AB CD				

MAY						
	Mon	Tue	Wed	Thu	Fri	
WK 2			1 AA BB	2 CC DD	3 DC BA	
WK 1	6 AB CD	7 DC BA	8 BB AA	9 DD CC	10 AB CD	
WK 2	13 DC BA	14 AB CD	15 AA BB	16 CC DD	17 DC BA	
WK 1	20 STAT	21 DC BA	22 BB AA	23 DD CC	24 AB CD	
WK 2	27 PRO D	28 AB CD	29 AA BB	30 CC DD	31 DC BA	

JUNE						
	Mon	Tue	Wed	Thu	Fri	
WK 1	3 AB CD	4 DC BA	5 BB AA	6 DD CC	7 AB CD	
WK 2	10 DC BA	11 AB CD	12 AA BB	13 CC DD	14 DC BA	
	SEMESTER END WEEK DOUBLE BLOCK DAYS TUE - FRI	17 AB CD	18 AA BB	19 CC DD	20 BB AA	21 DD CC
WK 2	24 AB CD	25 TBA	26 TBA	27 AWARDS CEREMONY ADMIN DAY	28	

LVR Daily Schedule (2023-2024)

Period One	8:40 am - 10:05 am
BREAK	10:05 am - 10:15 am
Period One	10:15 am - 11:35 am
Lunch	11:35 am - 12:25 pm
Period Two	12:25 pm - 1:45 pm
BREAK	1:45 pm - 1:55 pm
Period Two	1:55 pm - 3:15 pm

Term 1 – September 5 – November 10
 Term 2 – November 14 – January 26
 Term 3 – January 29 – April 19
 Term 4 – April 23 – June 26

LVR Timetable - Updated on September 22, 2023

LVR Timetable 2023/2024 - Updated September 2, 2023

Teacher	Books	OTT	Semester 1				Semester 2				
			1	2	3	4	1	2	3	4	
Asbell	7		Art Studio 11	Art Studio 10	Art Studio 12	Art Studio 10	Ceramics 11/12	Ceramics 11/12		Ceramics 11/12	
Boyes	7		Foods 10		Foods 10 / 11	Foods 11/12	Foods 10	Foods 10	Foods 11/12	Foods 11/12	
Browning	6		EFP 10	EFP 10 (Shared)	EFP 10	EFP 10	EFP 10	EFP 10 (Shared)		EFP 10	
Chambers	7		CLE 10	CLE 10	Metal 10-12	CLE 10	CLE 10		Art Metal Jewelry Design 10-12	Metal 10-12	
Corner & Legg			ABED Rm 202								
Davina	7		PreCalo 11	FOM 12	Shared class Science 10	Pre Calo 11	PreCalo 11	PreCalo11	Shared class Science 10	FOM 12	
Ellis	3			Law 12					Law 12	SS 10	
Kelly			IST Rm 205								
Kitoh	6	CLC	FCLE10	FSCH11				Social Justice 12	FSCH10	FSCH11	
Knapik	7		ABP 12	ABP 12	ABP 12	Life So 11		Life So. 11	ABP 12	ABP 12	
Kosheiff	6		Chemistry 11	Physios 11	Physios 11		SS 11	Chemistry 11	Chemistry 11		
Kroker	6		AP Lang 11	AP Lang 11	AP Lit 12	Literacy Support 1/2 block	AP Lit 12	AP Lang 11	Creative Writing 11/12	Literacy Support 1/2 block	
Labonte	5			FRAL 12	FRAL 10		FRAL 11	FRAL 12	FRAL 11		
Liddell	7		Science 10	Science 10	Shared class Science 10	Science 10	Science 10	Science 10	Shared Class Science 10	Science 10	
Lord	6		EFP 12	EFP 12	EFP 12		EFP 12	EFP 12	EFP 12		
Lytie	5				PE 10	History 12	PE 10			PE 10	
Machado		WEX	Counsellor								
MacKinnon	6	AD Block	Basketball 10	Basketball 11/12		Volleyball 11/12	Volleyball 10	PE 10	PE 10		
MacMillan	7	CLC	Core French L1		CLE 10	Dance 10-12 Choreography		CLE 10	CLE 10	Dance 10-12 Technique & Performance	
Marshall	7		Earth science 11	Guitar 10-12		Earth Science 11	ATLAS	ATLAS	ATLAS	ATLAS	
Martin	1	CLC		Library	Library	Library	Library	Library	Library		
Matosevic	7	CLC Band OTT	Psych 11		Lit 11		Psych 12	Psych 11	Lit 11		
McComb	7	Rec Leadership		PE 10	Strength & Conditioning 11/12	PE 10		PE 10	Active Living 11/12	Active Living 11/12	
McGregor	7		Chemistry 12	Chemistry 11	Chemistry 12	Chemistry 11	PREP	Chemistry 12	Chemistry 12	Chemistry 11	
McTague	7		Physios 11	Physios 12	Physios 11 Honours	AP Physios 2	Physios 12	Physios 11	AP Physios 1		
Middleditch	7	CLC	SS 10	SS 10	SS 10			SS 10	SS 10	Mountain Biking	
Mobbs			IST Rm 205								
Morton	7		FWPC 10	FWPC 10	FWPC 10	FWPC 10		FWPC 10	FWPC 10	FWPC 10	
Nunby	7	CLC	FOM 11	Life Science 11	Life Science 11		FOM 11	Life So 11	Science 10		
Nazaroff	6		Cafeteria	Cafeteria	Cafeteria	Cafeteria	Cafeteria	Cafeteria	Cafeteria	Cafeteria	
Parnell	6		Spanish L1	Spanish L1			Spanish L1		EFP 10	Spanish L2	
Sherstobitoff			REACH								
Shippit	7		BCFP 12	BCFP 12	BCFP 12	BCFP 12		BCFP 12	Drama 10-12	BCFP 12	
Spenoer	6	LVTV / IDS	Media Arts 10	Media Arts 11/12		Comp Game Design 10-12		Photography 10-12	Ceramics 11/12		
Vissers	6		PC 12	PC 12	PC 12		Calc 12	Calc 12	PC 11		
Wilkin	7		Wood 10	Wood 11/12	Drafting 10-12	Auto Tech 11/12	Auto Tech 11/12	Wood 11/12		Power tech 10	
Wiltshire			Counsellor							Textiles 10-12	Counsellor
Wooldridge	7		Comp 11	Shared EFP 10	Comp 11	Comp 11	EFP 10	Shared EFP 10	Comp 11	EFP 10	
Wraith	4				WPM 11	WPM 10	WPM 11	WPM 10			
CSF	CSF	FCLC-12C	FLANM-10/ FELNM-11C	FFCT12	FCLE-10C			FSCH-10C/ FEPS5-11C			

School District No. 8 Policies & Administrative Procedures

Please visit <https://www.sd8.bc.ca/node/48424> for complete and up-to-date District Policies & Administrative Procedures (APs).

- **SD8 Policy 310: Code of Conduct -**
<https://www.sd8.bc.ca/sites/default/files/documents/2022-09/310%20Code%20of%20Conduct%20%28March%208%2C%202022%29.pdf>

LVR Staff - 2023-24

- For our updated staff list with email addresses, please visit <https://lvr.sd8.bc.ca/staff/lvr>.

LVR Declaration of Inclusion

We, as the community of LV Rogers Secondary, wish for a school that represents and reflects our community in a way that is inclusive, motivating, and equitable. Emotional support, respect, judgment, and representation are all highly valued within our school community. We want a school where all students and staff are valued, and everyone has an understanding of respect and accountability towards ourselves and others. We stand for equity in our classrooms and value the earth and the people who call it home. We want our students to be examples of a future that supports each other and prioritizes the community of our school. We wish to feel comfortable with our fellow students and value the education that we are given. We deserve a school that is inclusive, empowering, and one that inspires us to learn.

The LVR Staff, Students, and Community will uphold the following core values and principles.

- Every person in LVR regardless of race, ethnicity, gender, sex, religion, opinion, or physical/mental abilities will be treated with empathy.
- Every person in our LVR community has the duty to treat others with respect, humility, and dignity.
- Every person is guaranteed a safe environment.
- Every person must strive to have an open mind about diverse beliefs and opinions, as long as it does not interfere with the core beliefs of this declaration.
- Every person of the LVR community is responsible for ensuring that these rights are upheld for all others.
- Every person should strive to understand the needs of our fellow students, staff, and community members.
- Every person should receive mindful education regarding mental and sexual health.
- Every person should recycle their waste, use reusable containers, and be eco-friendly.
- Every person should be held responsible for the way they act.
- Every person should respect school property and “report” acts of vandalism.

We believe that if these previous points are valued by each person in this school, LVR Secondary will be a place that everyone feels comfortable to go. Following these points, we present you with our declaration.

We hereby declare that:

1. LVR staff, students, and community shall commit to treating students empathetically, with kindness and respect.
2. We commit to the respect of school infrastructure and will not deface or destroy it.
3. We commit to speaking up when we believe that something is wrong or unjust.
4. We commit to understand the necessity for adult intervention for underperformance, and the resurgence of the importance of student grades. We all care about strong performance and the impact this has on our futures.
5. We commit to not attend school under the influence of drugs, alcohol, etc.
6. We commit to our personal expression in ways that does not interfere with the core beliefs of this declaration.
7. We commit to engaging with educational material from diverse perspectives, culturally, politically, and socially.
8. We commit to ideas being challenged in a respectful and productive manner.
9. We commit to helping our fellow students by approaching staff with any concerning circumstances that will be met with sincerity.
10. Students should commit to respecting bodily autonomy and personal space.

Furthermore, all of these commitments in conjunction will improve the education, quality of life, personal growth, and communal interactions of the LV Rogers community.

British Columbia Graduation Program

- **Certificates of Graduation** - please visit <https://www2.gov.bc.ca/gov/content/education-training/k-12/support/graduation> for graduation requirements for a British Columbia:
 - Dogwood Diploma
 - French Immersion/Francophone Dual Dogwood Diploma
 - Adult Graduation Diploma
- **BC Curriculum** - please visit <https://curriculum.gov.bc.ca/>
- **K-12 Student Reporting Information for Parents and Caregivers** - please visit <https://curriculum.gov.bc.ca/reporting/resources-for-parents-and-caregivers>
- **BC Provincial Graduation Assessments** - please visit the links below for details for the three mandatory BC Graduation Assessments.
 - Grade 10 Numeracy Assessment - <https://curriculum.gov.bc.ca/provincial/grade-10-numeracy-assessment>
 - Grade 10 Literacy Assessment - <https://curriculum.gov.bc.ca/provincial/grade-10-literacy-assessment>
 - Grade 12 Literacy Assessment -
 - <https://curriculum.gov.bc.ca/provincial/grade-12-literacy-assessment>

LVR Attendance Policies and Procedures:

Student Is/Will Be Absent:

- The student's parent/guardian must notify the school and report the reason for the absence. The school can be contacted by phone (250-352-5538), email clerical.lvr3@sd8.bc.ca, or with a note signed by the parent/guardian brought by the student on the day they return.

- For planned absences of more than 3 days, an LVR Extended Absence Form - <https://lvr.sd8.bc.ca/node/48971> - must be filled out, and either brought to the LVR office, or emailed to the Principal, Dan Rude, at dan.rude@sd8.bc.ca. Absences longer than one week require the form to be submitted and the school notified at least two weeks in advance.
- Students are responsible for all learning, assignments, and tests missed due to an absence. They should plan to complete the missed material within a day or two of returning to school.
- After a student misses more than 5 blocks of a class (no matter the reason), the teacher/school will send a letter home to notify the parents/guardians that their attendance is of concern.
- After a student misses more than 8 blocks, the student and their parent/guardian will be required to attend a meeting with school personnel (teacher, administrator, counsellor, and/or school-based team members) to discuss their attendance and if necessary, find ways to support the student.
- After a student misses more than 12 blocks, all parties will meet again to discuss possible pathways to success which may include additional supports, discipline, or an adjustment in their timetable/courses.
- If the parent/guardian is not able to attend the meet(s), they will be informed of the outcome and any decisions made via email.

Arriving Late:

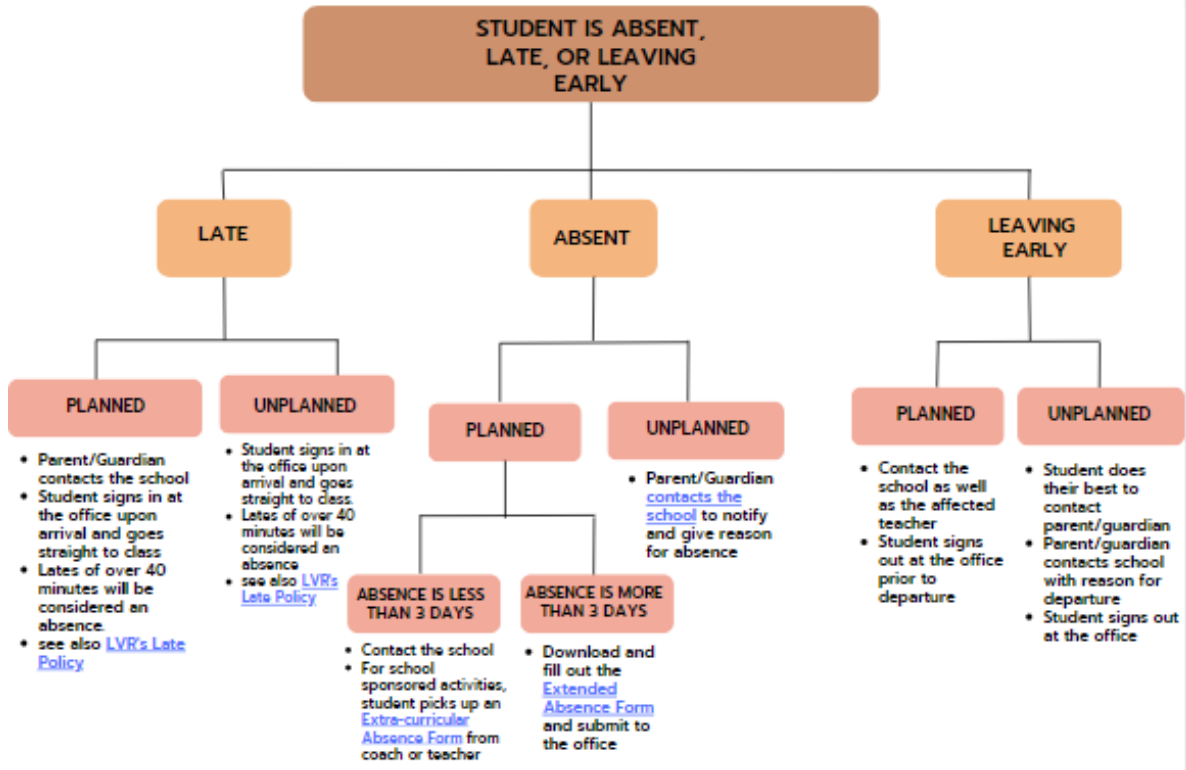
- It is expected that students will be in class on time. Lateness creates a disruption to the educational process in the classroom and learning time is lost.
- Students arriving late to school must sign in at the office and get a late slip.
- Students arriving to class after 40 minutes of class time has elapsed are considered absent regarding attendance.
- Tardiness will be dealt with according to the following procedure:
 - Step 1: 1-5 lates per course. The teacher will handle the situation individually with the student. Teachers will initiate, no later than the third late, some form of disciplinary or restorative action. Teachers will make home contact before the 5th late.
 - Step 2: 6th late of the course. The teacher will report the student to administration and provide information concerning previous attempts on their part to correct the situation. Administration will work with the School Based Team to develop an intervention program which may include: mentorship, programming, progressive discipline plan with the student, detentions, contact home and a parent conference. Students will be tracked and monitored for attendance and truancy.
 - Step 3: 7th (or more) late of the course. The teacher will report the student to administration or School Based Team. Consequences may include not being permitted to enter a class late. Interventions at this point may include: detentions, in-school suspension, out of school suspension, or removal from the course if coupled with 10 or more absences.

Leaving School Early:

- Students leaving for appointments that cannot be made outside of class time must have a parent/guardian contact the school. In addition, the parent should inform the affected teacher with an email to the teacher or a signed note sent with the student.
- Students leaving the school early must report to the office to sign out. The office must have verification from the parent/guardian before the student is allowed to leave.

Attendance Procedures

L. V. Rogers Secondary School



Attendance Roles and Responsibilities

Student	Parent/Guardian	School Staff (Teachers, Administrators, Counsellors, School-Based Team)
<ul style="list-style-type: none"> • Be aware of each teacher's attendance and late policies. • Attend all classes on time and be ready to learn. • Make appropriate arrangements with teachers to complete missed work as soon as possible upon returning to school. • Sign in and out at the office. • Provide a note from a parent/guardian when you are leaving school early. • Fill In appropriate forms (i.e. extra-curricular and curricular travel and 	<ul style="list-style-type: none"> • Promote the value of attending school and of punctuality. • Ensure their student arrives to school, on time, and attends the entire day. • Call or email the school office when your student is absent, late, or is required to leave the school early. (250-352-5538 or clerical.lvr3@sd8.bc.ca) Alternatively, send a handwritten note signed by the parent/guardian. • Ensure school has current and accurate contact information. • Receive & read communication from school via text/email regarding student's absences. 	<ul style="list-style-type: none"> • Keep accurate attendance for each class and enter into MyEdBC within the first 30 minutes of every class. • Notify students and parents of attendance concerns. • Work with students and families to support regular attendance. • Provide the office with a list of students attending field trips, extra-curricular events, and/or other school functions at least 48 hours in advance (with small adjustments

<p>extended absence) as needed.</p> <ul style="list-style-type: none"> • Understand that instruction and work missed for an absence that is not verified by a parent/guardian may result in no credit for that work. 	<ul style="list-style-type: none"> • Plan holidays within scheduled school holidays only. • Submit an Extended Absence Form - https://lvr.sd8.bc.ca/node/48971 - to the school at least two week's prior to departure for planned extended absences. • Wherever possible organize appointments outside of school hours. • Provide the school with a clear explanation for student's absences from school in writing, email or on the phone to the school office. 	<p>communicated on the day of departure).</p> <ul style="list-style-type: none"> • Meet with students and parents or guardians to discuss attendance concerns.
---	---	---

Field Trips & Extra-Curricular Travel (School-Related Absences)

If a field trip or extra-curricular trip requires that students miss class time, students must obtain and complete an Extra-Curricular Trip Form from their staff sponsor/coach in advance. They must follow the same procedure previously outlined and return the form PRIOR to travel or the student may not be allowed to attend the trip.

Planned Extended Absences (student will miss more than 3 days of class)

Extended Absence Form - <https://lvr.sd8.bc.ca/node/48971>

Students missing classes lose essential instruction and place increased demands on classroom teachers in the areas of record keeping, administering make-up work, etc. During the planning for an absence, parents and students should understand that teachers cannot be expected to pre-or post-teach missed lessons, nor provide make-up assignments to cover all the material that will be missed.

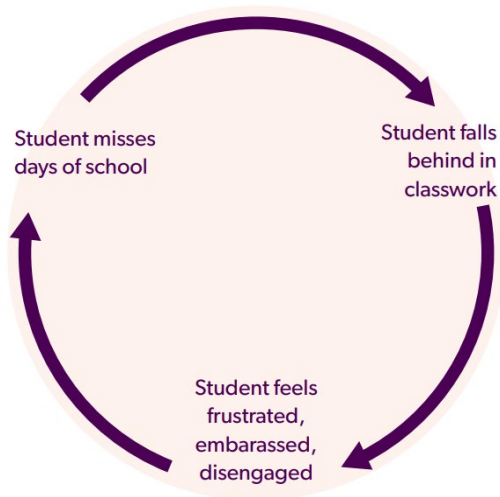
Since a student needs to attend a full course to earn full credit, it is reasonable to expect that extended and/or frequent absences, for whatever reason, will impact learning and achievement. We do recognize that occasions arise where extended absences are unavoidable. When this is the case, the school will make every reasonable attempt to reduce the impact on the student's educational program.

Parents must complete the LVR Extended Absence Form outlining the reasons for the absence, expected duration, and departure date and submit it to the principal.

** L.V. Rogers Secondary strongly discourages students taking vacations during school time or leaving school prior to the normal closing date.*

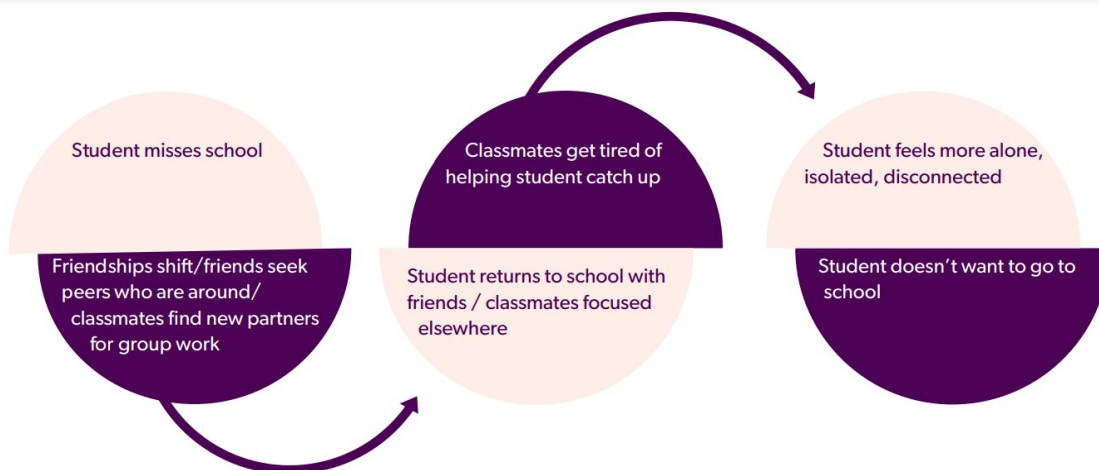
Attendance Intervention Letter to be sent from LVR to parents/guardians

Attendance Matters!!



“The pandemic may be coming to an end, however the normalisation of absenteeism, like so many of the ripple effects from COVID-19, will have devastating long-term effects on Canada’s children and youth - and lead to further educational inequity in our country.”

Maria A. Rogers, Canada Research Chair in Child and Youth Mental Health and Well-Being at Carleton University



“In the long term, even if a student who was chronically absent does graduate from secondary school, the lower grades that often result from chronic absenteeism can leave the student with fewer opportunities for post-secondary and fulfilling employment opportunities.”

- FNEESC, FNSA - A Toolkit for Raising Attendance Rates

Dear Parent / Guardian;

LVR is dedicated to academic achievement and success for all pupils. Regular school attendance is a critical part of that success. High attendance rates have been shown to result in improved academic skills and school culture, as well as social and emotional growth for our pupils, and lead to life-long benefits in health, earnings, and well-being. Students fall behind when they miss school, whether they are absent for excused or unexcused reasons. You can have a big impact on _____ attendance (and success!) going forward. We appreciate your help!

We are concerned that _____ (student) has already missed ____ (number) classes this year in _____ (subject), and we all want them to be successful. If attendance improves, this should not have a major impact on their overall performance. If attendance continues to follow this pattern, our concerns grow, and completion of the course may be impacted.

Chronic absenteeism is defined as 10% of classes missed, regardless of whether they are excused or unexcused. To help students be successful in learning and achieving their credits, we are following a 3-tier approach.

At-risk Attendance (impactful)	5-8 blocks	Tier 1: This letter, in hopes that attendance will improve and not reach Tier 2.
Chronic Absenteeism	Missed 9-11 blocks	Tier 2 : A meeting will be set with teachers, student, parent/guardian and Principal/VP to work together to create a plan that will lead to consistent attendance, success and completion of the course.
Severe Chronic	12+ blocks	Tier 3 : Meeting with all parties to reassess and help the student find a new pathway to meet their goals.

*1 block = 80 minute class

Thank you for your support! If you have any questions, please contact ...

Information in Alphabetical Order

Assembly Etiquette

LVR has various types of assemblies, from very serious & somber to fun & interactive. Students are to sit in bleachers with staff. Cell phones and earbuds are not permitted and water bottles should be left out of the gym. For longer assemblies, bathroom & water breaks will be built in. Our intention is to respect and honour our presenters who are taking the risk of public speaking/presenting about important topics.

Classroom Cell Phones Protocol

- In Development & to be communicated

Course Withdrawals and Due Dates:

Course drops can occur within the first two weeks of each semester, prior to classes closing for enrollment or drops. Dates below may be subject to change, depending on many variable that our administration and counselling team works with.

Semester 1 Course Closure Date	Wednesday, September 13th
Semester 2 Course Closure Date	Wednesday, February 7th

If a student wishes to withdraw from a course, they should consult with their classroom teacher, their parent/guardian, and their counsellor. All efforts should be made to ensure graduation plans and requirements are met.

Students who leave a course after that date are considered to have “**withdrawn.**” A **Withdrawal Form** will need to be completed and signed off prior to Counsellors or Administration withdrawing the student from the course. Withdrawal forms are available from the Counselling Office.

Enrichments

Clubs & Teams

LV Rogers has a number of excellent clubs and teams. There are many clubs and teams that students may get involved in, either on a one-time or ongoing basis. Listen for information about clubs and teams on LVTV, or ask a teacher or other students for information. All students are welcome and encouraged to participate as fully as they choose, or to start a club with the guidance of administration or staff member in the building.

Extra-Curricular Participation

Students involved in extra-curricular activities are ambassadors for the school and have high expectations placed upon their behaviour. LV Rogers has a long and proud tradition of producing successful individuals and groups in various activities. Failure to obey school rules may result in a suspension from the activity and/or from school.

Any student involved with alcohol or drugs while participating in a school-sponsored activity will be immediately removed from all extra-curricular activities during that season of play and may be prohibited from further extra-curricular activities throughout the year.

Intramural Activities

Various intramural activities (such as floor hockey, badminton, etc.) are carried on throughout the year at LVR, generally run by the Recreation Leadership class. All students are welcome to participate in these activities. Intramural information is posted outside the gym.

Extra-Curricular Travel

Board Policy prohibits the use of student-driven vehicles for school-based activities. Any parents who wish to drive students on a school-based trip must have a current drivers' abstract, vehicle registration and insurance policy on file at the school. Under no circumstances are students able to transport other students.

Students cannot drive other students to school sponsored extra-curricular or co-curricular events. Students who wish to drive themselves to extra-curricular activities at a distance (outside of town) will also be prohibited to do so.

Fees

STUDENT NAME - please print (first AND last name): _____

CIRCLE GRADE: 10 11 12

Please indicate specifically what courses you are paying for by listing them, if you are paying for more than one course/fee with an online payment.

- All payments can be made on our website at lvr.sd8.bc.ca/pay
- Debit and credit card payments can also be made in person in the office, with approval from your teacher.
- Please make any cheques payable to LV Rogers School
- We cannot accept e-transfer payments at this time

Please check off course fees and enter the total on "Total" line below. Please turn in form and payment.

Fee Specific Courses - *Applied skills & fine arts classes, use of school materials for projects/meals.*

Art/Studio Arts/Drawing/Painting	\$40.00	<input type="checkbox"/>
Ceramics	\$60.00	<input type="checkbox"/>
Dance Company - costume rental	\$75.00	<input type="checkbox"/>
Dance Foundations	\$40.00	<input type="checkbox"/>
Drafting - paper/3D printer supplies	\$25.00	<input type="checkbox"/>
Foods	\$40.00	<input type="checkbox"/>
Media Arts	\$30.00	<input type="checkbox"/>
Metal Fabrication	\$30.00	<input type="checkbox"/>
Mountain Bike Program	\$100.00	<input type="checkbox"/>
PE 11/12 Activities Fee	\$65.00	<input type="checkbox"/>
Power Technology/Auto Technology (Mechanics)	\$40.00	<input type="checkbox"/>
Recreation Leadership	\$25.00	<input type="checkbox"/>
Sewing/Textiles/Crafts	\$30.00	<input type="checkbox"/>
Trades Skills Exploration	\$40.00	<input type="checkbox"/>
Woodwork/Carpentry	\$50.00	<input type="checkbox"/>

Optional Resources or Rentals

Band - optional instrument rental \$100.00

Workbooks

STUDENTS MAY BORROW A MATH OR BIOLOGY WORKBOOK PROVIDING THEY DO NOT WRITE IN IT, FOR NO CHARGE.

Biology 12 workbook - optional purchase	\$23.00	<input type="checkbox"/>
Biology 11 workbook - optional purchase	\$23.00	<input type="checkbox"/>
Foundations of Math 10-12 - optional purchase	\$25.00	<input type="checkbox"/>
Pre-Calculus 11 - optional purchase	\$25.00	<input type="checkbox"/>
Pre-Calculus 12 - optional purchase	\$25.00	<input type="checkbox"/>
Calculus 12 - optional purchase		

There is no charge for Workplace Math 10-12 workbooks

ATLAS Academy

ATLAS Academy

\$500.00 ☐

Graduation

The current year's Grad committee will determine graduation activities/costs. This is generally determined by winter break and will be communicated to Graduating students and parents/guardians.

Extra-Curricular activities: (NOTE: status of Extra Curricular activities is still to be determined)

- There will be fees for participating in team sports (e.g.: soccer, field hockey, volleyball, basketball etc.) which are determined by the coach/teacher at the start of each activities. Fees are not a set amount but are determined by the amount of participation and travel each team does. There are basic team fees, which often include travel to other towns, and if the team goes to a Provincial team activity, there will be extra fees to cover costs for the trip.
- Some school clubs may also have fees. The group determines these fees. There may also be jersey deposits for teams, which will be returned to students when team jerseys are returned in good condition at the end of the season.
- There may be other optional student trips through the school year that include fees.

Families needing financial assistance should contact Principal, Dan Rude at dan.rude@sd8.bc.ca for consideration of options to:

- *defer payment with a set due date*
- *make payments over time*
- *arrange post-dated cheques*
- *grant a partial or full waiver of fees*

LV Rogers Fee Schedule complies with...

- *SD8 Policy 430 - Fees, Deposits and Financial Hardship, available at https://www.sd8.bc.ca/sites/default/files/documents/2022-09/430%20Fees%2C%20Deposits%20and%20Financial%20Hardship%20%282022.05.24%29_0.pdf*
- *SD8 Administrative Procedure 5060 - Fees, Deposits and Financial Hardship, available at <https://www.sd8.bc.ca/sites/default/files/documents/2023-05/AP%205060%20Fees%2C%20Deposits%20and%20Financial%20Hardship.pdf>*

Grade Appeals

Students are entitled to appeal their marks. Appeals begin with the classroom teacher. Students may appeal their final course mark to the principal if they feel that there has been an error.

Guests at LVR

Parents are welcome to visit the school. All guests must register at the office prior to proceeding to other areas of the school. Unregistered guests will be asked to leave the building.

Student guests are generally not permitted at LVR. Students seeking special permission for a

guest must have prior approval from one of the school administrators. In addition to approval from an administrator, each teacher must also approve any special guest requests.

Health Care & Student Accident Procedures

Except in cases of emergency, students who become ill or who have suffered a minor injury at school will be cared for at the school. Parents will be contacted when the illness necessitates the student missing class or when medical attention is required. Where there is an immediate concern for a student's health, the school will call 911. In emergency cases, parents will be contacted while the student is transported to the hospital.

Each year, families will be expected to provide the office with updated health information, including name(s) of doctor(s), dentist(s), and any health concerns (eg: allergies). Medications are not administered to students by school staff, unless a health protocol has been signed by parents and a physician.

Members of school athletic teams are advised to have a routine medical examination at the start of each season. Coaches or administrators may require a medical examination prior to participation. The school is not permitted to provide Tylenol or other such medications without parental consent. It is preferable that students, in consultation with their parents, manage their own needs and provide themselves with the appropriate over-the-counter medications.

Homework

Homework is assigned work to be completed at home, during a spare block, or during a study block. It is intended to enhance and/or supplement a student's learning. There are three components:

1. Preview of work to be covered in the next lessons.
2. Review of work already covered including preparing for tests.
3. Teacher assigned work such as questions, essays and reports.

Students are expected to complete all assigned homework in the time specified by the teacher.

Interim Reports

Interim progress reports may be sent home any time between official report card periods to parents/guardians and students who need some type of special attention in the area of attendance, academic success, or behaviour. I-Reports may take any of the following forms: phone call home, email home (indicating the communication is an I-Report), or an I-Report form sent home. Interim reports are sent home in a timely manner so that students have an opportunity to improve and get back on track for academic success. An I-Report must be communicated prior to a final "F" failure mark for the course.

Library

The library is a designated area for quiet work and study, and for online learning blocks, or Independent Directed Studies (IDS) course support. Hours of operation are posted on the library doors. The library houses study, reference, and curricular materials, books and magazines, and a variety of multi-media materials for students and teachers. Please check with the Librarian, Ms. Tamara Martin for assistance. Students are expected to work quietly

in the library, to return materials on time and to be responsible for material they use and borrow. Students are not allowed to take food or beverages to the library. Library use is a privilege that may be removed if a student abuses the guidelines.

Lockers & Locks

All lockers must be kept locked at all times in order to:

1. Prevent theft from lockers.
2. Prevent abuse of and vandalism of the lockers.
3. To maintain a respectable hallway appearance.

Each student will be held responsible for the locker assigned, and any damage or defacement of the locker will be rectified by the student concerned.

Lockers and locks will be assigned at the beginning of the school year. Each student is responsible for the condition of both items. It is essential that no valuables, including clothes or books, be left in an unlocked locker. Items that are very valuable, including money, should not be kept in lockers under any circumstances. The office will assist you in storing items of this nature, including skateboards.

All locks and lockers are the property of the school. If a student is suspected of storing items, articles, or materials contrary to those permitted by the school or by the Criminal Code of Canada, the administration has the right to search lockers without notice and with reasonable cause/justification. All lockers must be emptied by the last day of classes. Unclaimed items will be donated or discarded.

Lost & Found

The school's two "Lost & Finds" are located in the office and in the gym. Students are cautioned not to bring large sums of money or valuables to school; these items can be stored, if absolutely necessary, at the office. Students are responsible for the care and safety of all their personal belongings. The school will not accept responsibility for lost or stolen articles. Any and all items remaining in the "Lost and Found" at the end of each school term will be donated to a local charity or discarded.

Online Learning

Students are encouraged to take face to face courses wherever possible based on availability at LV Rogers. However, distributed or online learning is an option for students who have a challenge with their schedule, have a prolonged illness or other circumstance, or who wish to engage in summer learning. DESK (Distance Education School of the Kootenays) is co-located on LV Rogers campus, and provides courses for students Gr 10-12. Please contact or visit <https://elev8.sd8.bc.ca>.

Note: Students in their graduating year **MUST** complete requisite courses (80% completion minimum) by May long weekend in order to be eligible for the Cap & Gown Ceremony Friday evening.

Plagiarism

Plagiarism is the practice of taking someone else's work or ideas and passing them off as their own. Plagiarism, in any form, will not be accepted at L.V. Rogers. Any student involved with

plagiarism will receive no credit for the assignment or test, may be asked to repeat or provide an alternate assignment, and may be referred to the administration for further action, which could include re- doing the assignment under supervision. For information about avoiding plagiarism, please contact your teacher or the librarian.

Student Parking

If students drive to and from school, they are expected to use their vehicles according to the Motor Vehicles Act. Misconduct that endangers the lives and safety of others (including speeding) will be referred directly to the police. Student parking is allowed **ONLY** in the upper (day-care) parking lot. The main school parking lot is reserved for staff and visitors and for bus access. Students may not park near the portable or courtyard or in any other fire lane or No Parking area. Vehicles may be towed away from these areas at the owner's expense. Students enrolled in Mechanics classes may park their cars in the Mechanics Shop area **only** with the permission of the instructor and the administration.

The school is not responsible for damage to or theft from vehicles parked at the school.

Schedule Changes for Students

The school timetable is prepared on the basis of classes that students request and that we have the staffing for. Generally, students will be placed into classes that are part of their Graduation Program Plan or are of their choice (electives). This is not always possible and, in some cases, students may be placed in courses by the counselor to ensure students are meeting Graduation Program Plans. The principal has full authority in the placement of students and will make final decisions in this regard.

The order of priority for course changes is:

1. Student has no schedule, or gaps in schedule
2. Grad requirements or Graduation Plan need to be met - Grade 12 students have priority
3. Course choices not reflective of course selection

Note: Preference for teacher or friends in courses do not constitute emergent timetable issues.

- Grade 12 students have priority in course enrollment.
- Grade 11 or Grade 10 students who wish to enroll in a higher level course must have it reflected in their 3 Year Grad Plan, and must have the recommendation of their prior subject area teacher and/or be in excellent academic standing in the subject area (A letter grade).
- If face to face classes cannot be accommodated, then other alternatives (distributed learning) will be reviewed.

Student Council & Student Trustees

LV Rogers students have representation and voice through the LV Rogers Student Council. Student Council is made up of students who are interested in serving the student population and providing a voice with LVR Administration. Student Council meets weekly at lunch in Rm 106.

LVR has two student trustees who represent the student body at the Board of Education and who meet monthly.

Student Programming & Schedules

3 Year Graduation Plans - Every student in Grade 10 should have a 3 Year Graduation Plan completed and held on record through the Counselling Office. A 3 Year Grad Plan will indicate programs, courses, enrichments, and competencies. These will be signed by the student, parent/guardian (or custodial care worker), and Counselling staff or Administration. Graduation Plans can be altered with consultation or depending on changes in circumstances for students (illness, significant life event, significant change in interests, leave and return to school, alteration in academic program). Diverse options for students include the Dogwood Diploma (French and/or English), Adult Graduation program, and Evergreen Certificate. Please discuss with your Counsellor the different options available to you.

Student Support Services

Counselling Services

Educational, career, personal and social counseling services are available for students attending L.V. Rogers Secondary School. The counselors assist students in planning their programs, working on portfolios, discussing post-secondary education, planning for scholarships, resolving personal concerns, and acquiring good study habits. The counselors are available during the school day and by appointment. Their offices are on the first floor.

- **Ms. Shelley Wiltshire** primarily supports students with last names starting with A to L
- **Mr. Karl Machado** primarily supports students with last names starting with M to Z

Other Support Services for Students

There are many other supports available for students at LVR, including:

- Inclusion Support Teachers: Ms. Melanie Mobbs and Ms. Renee Kelly
- Youth and Family Worker: Ms. Robin Sheppard
- Aboriginal Education Program (Rm 202) Ms. Legg & Ms. Corner
- External Agencies (Freedom Quest, Child and Youth Mental Health, Art Therapy, Medical Practitioner, Nelson Community Services)

SD8 also has a Coordinator of School Mental health & Addictions, Javier Gonzalez and Manager of Safe Schools Coordinator, Scott Rothermel, who regularly provide support to our School-Based Team.

Study Areas

Study students must be in a designated area if they are in the school during their study. Areas that can be used are: the library, Room 205 (Learning Assistance Room), or any classroom with permission of the teacher. The cafeteria and multi-purpose area may be used for quiet study, as long as students do not disrupt classes or loiter. Students who are “loitering” during their study and/or disrupting students or teachers will be expected to leave the school.

Technology Use

Students may qualify for a Technology Loan, outside of the devices offered in the classroom, who are actively participating in an online course during the current semester and/or have an IEP who require technology as part of their accommodation. Students who do not have access to a technology device at home may also qualify for an exception. Please see Ms. Mobbs or Mr. Wyllie. If a student qualifies for a technology loan, they will be required to sign out a device and complete a Loan Agreement form, in

which parent signature is required.

Any student found to be using computers for inappropriate reasons (inappropriate language, inappropriate sites, inappropriate messages to others, etc.) may lose the privilege of computer use at LV Rogers, maybe be suspended, and/or may be referred to the local police.

Textbook & Library Books

All students are required to report to class with the proper textbooks. Textbooks will be issued by, and are returned to, the textbook distribution room (room 110). Books that are lost or damaged must be paid for. The cost to the student for a lost text is its replacement value. Students are also responsible for lost and/or damaged library books. The cost to the student for a lost library book is its replacement value. Yearbooks and other optional school purchase items such as merchandise can be withheld until lost or damaged textbooks or library books are replaced.