



STUDENT AGENDA BOOK 2015-2016

Principal: Ms E. Austrom
Vice Principals: Ms R. Burden, Mr. S. Robertson

- ❖ **This Agenda belongs to:** _____
- ❖ **Student Number:** _____

BIRCHMOUNT PARK COLLEGIATE INSTITUTE

3663 Danforth Avenue Toronto, Ontario M1N 2G2

Telephone: (416) 396-6704 Fax: (416) 396-6759

Email: [Birchmount@tdsb.on.ca](mailto:birchmount@tdsb.on.ca)

Website: <http://schools.tdsb.on.ca/birchmount/>

Vision Statement

At Birchmount Park C.I., the staff, students, and community are committed to a safe school environment where young people can develop as independent, life-long learners. We strive to achieve good citizenship through the personal success of each individual and through the demonstration of social responsibility including respect for self, others, and the environment. We encourage all students to share in the responsibility for their own learning, to constantly strive for excellence, and to exhibit pride in their accomplishments.

Principal's Message

Welcome to the 2015-2016 school year at Birchmount Park Collegiate Institute!

The Student Handbook has been prepared to provide you with information you need to be successful at Birchmount Park. You will find general information about the operation of the school and also opportunities for your involvement in school activities.

Staff at Birchmount Park expect responsible and respectful behaviour from you and encourage your involvement in school life, both inside and outside of the classroom. It is this kind of active participation which has made Birchmount Park an outstanding school. You are inheriting the traditions created by many fine students for over 50 years – and now you have an opportunity to add your own. It is up to you to see that Birchmount Park continues to be a school you are proud to attend.

On behalf of Birchmount staff, I extend best wishes for a successful and rewarding school year as you develop your individual potential to the fullest.

Ellen Austrom
Principal

Working Together At Birchmount Park

Remember the Three Rs:

- *Respect for self*
- *Respect for others*
- *Responsibility for all your actions*

Birchmount Park staff strives to assist students to become lifelong independent learners through the acquisition of appropriate knowledge, skills, and values. Learning takes place best in a school environment of mutual respect and personal responsibility.

Education is a right, which carries certain responsibilities. One of these responsibilities is to abide by certain rules of behaviour. Students are expected to behave at all times in a courteous, considerate and thoughtful manner with other students, staff and visitors.

Daily School Schedules

Regular Schedule

	DAY 1 Even numbered days of the month	DAY 2 Odd numbered days of the month
Period 1 8:45 – 10:05	A	B
10:05 – 10:15	Break	Break
Period 2 10:15 – 11:30	B	A
Lunch 11:30 – 12:20		
Period 3 12:20 – 1:35	C	D
Period 4 1:40 – 2:55	D	C

STAFF MEETING/LATE START SCHEDULE	
Period 1	9:55 to 10:55
Period 2	11:00 to 12:00
<i>Lunch</i>	12:00 to 12:50
Period 3	12:50 to 1:50
Period 4	1:55 to 2:55

HALF DAY SCHEDULE	
Period 1	8:45 to 9:30
Period 2	9:35 to 10:20
Period 3	10:25 to 11:10
Period 4	11:15 to 12:00

ASSEMBLY DAY SCHEDULE	
Period 1	8:45 to 9:50
<i>Break</i>	9:50 to 10:00
Period 2a Assembly 1	10:00 to 11:00
Period 2b Assembly 2	11:00 to 12:00
<i>Lunch</i>	12:00 to 12:50
Period 3	12:50 to 1:50
Period 4	1:55 to 2:55

Announcements and Opening Exercises

The national anthem is played at 8:45 a.m. followed by the school announcements. Students must stand quietly and listen attentively as much important information will be given at this time. Any student not in his/her scheduled class ready to begin work before the playing of the anthem is late for class.

Daily school announcements are posted on the electronic screen above the cafeteria doors as well as on the school website - <http://schools.tdsb.on.ca/birchmount/>

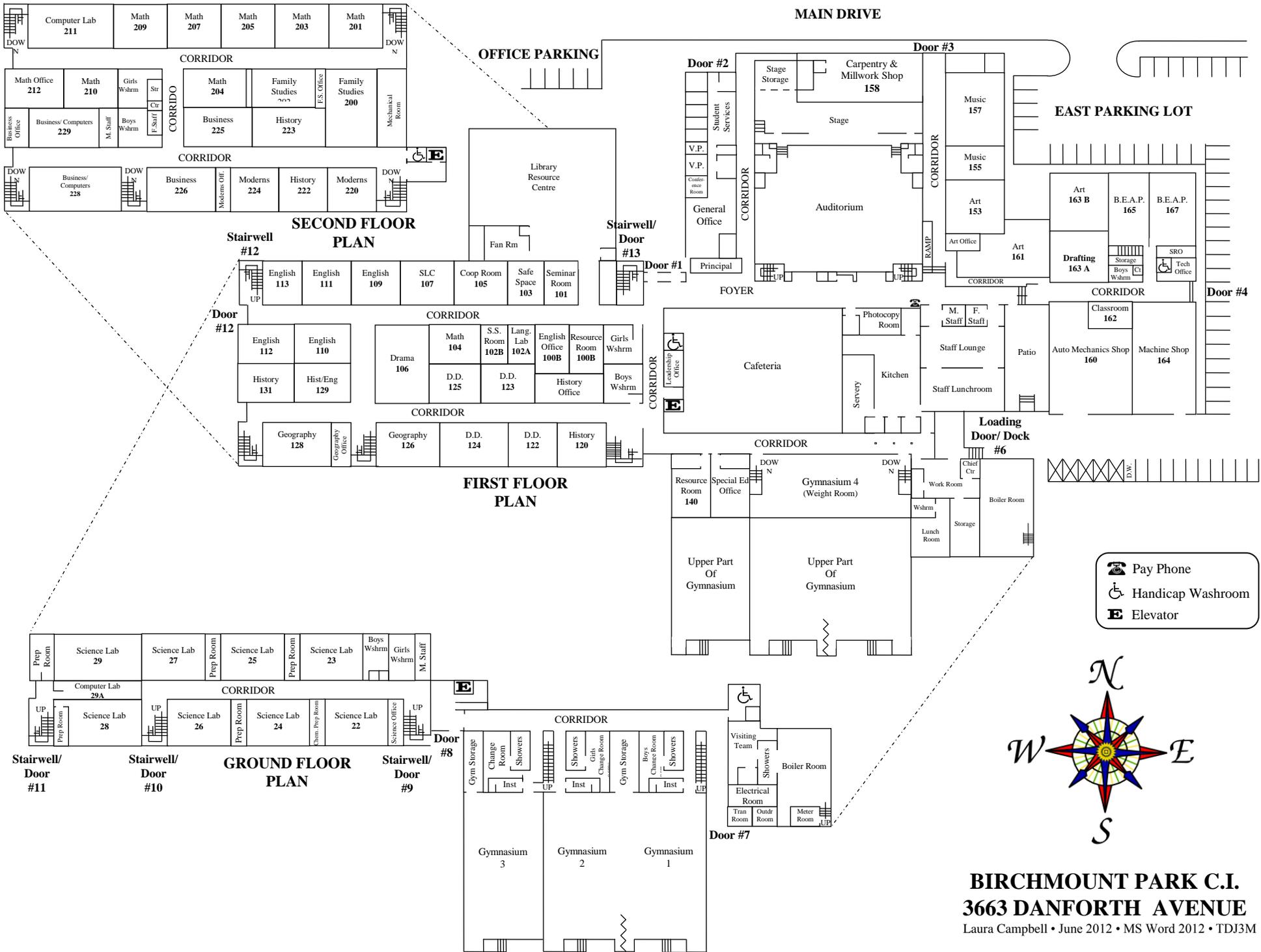
Student Activity Fees

The student activity fee for all students for the 2015-2016 school year is \$20.00. The SAC fee funds the Student Activity Council and helps to fund Birchmount Park's extensive co-curricular program. The SAC fee funds clubs, teams, student leadership councils and special events.

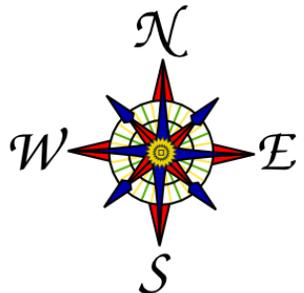
Students can also purchase a yearbook, student agenda and a school lock.

<input type="checkbox"/> Funding for clubs, teams , councils, SAC, athletics	\$20.00
<input type="checkbox"/> Yearbook	\$25.00
<input type="checkbox"/> Student Planner	\$5.00
<input type="checkbox"/> School Lock (returned at the end of School year for a \$5.00 refund)	\$5.00

Total for the full package	\$55.00
-----------------------------------	----------------



- Pay Phone
- Handicap Washroom
- Elevator



BIRCHMOUNT PARK C.I.
3663 DANFORTH AVENUE
 Laura Campbell • June 2012 • MS Word 2012 • TDJ3M

Student Leaders 2015-2016

As Student Leadership Councils at B.P.C.I. we are dedicated to providing opportunities for students to get involved in school beyond the classroom. To this end we will facilitate access to clubs, teams and a variety of activities and events. This will provide students with a more fulfilling and rewarding high school experience.

<i>Student Activity Council</i>	Co-Presidents: Sujana Khan & Alyson McNeill Members at Large: Muhona Dhar & Thomas Wilson <i>Staff Advisor:</i> Ms Cullen, Ms Featherstone
<i>Birchmount Park Athletic Council</i>	President: TBD Vice-President: TBD Intramurals: TBD <i>Staff Advisors:</i> TBD
<i>Arts Council</i>	Co-Presidents: TBD <i>Staff Advisor:</i> Ms Dye, Ms Michelizza
<i>Empowering Student Partnership (ESP)</i>	Members: Lucie Adras, Krysten Chacon, Mogran Mallais, Desean Nurse, Kiana Tobia <i>Staff Advisors:</i> TBD
<i>Social and Environmental Action Society (SEAS)</i>	President: Rafi Fadle Aziz <i>Staff Advisors:</i> Ms Duncanson, Ms Gregorio
<i>Me to We</i>	Co-Presidents: Trinity McDonald & Stephanie Johnson Treasurer Sujaiya Tiba Secretary Ifrah Ifrah <i>Staff Advisor:</i> Ms Gregorio
<i>Multicultural Club</i>	President: TBA Vice- Presidents: TBA <i>Staff Advisors:</i> Ms Matsuoka
<i>Stage Crew</i>	Members: Oliver Breen <i>Staff Advisors:</i> Ms Sinclair
<i>Yearbook</i>	Editor: Kathy Anaya-Perez <i>Staff Advisors:</i> Ms S. Duffy

Anticipated School Teams 2015-16

FALL	FEMALE	MALE	CO-ED
TEAMS	Sr. Basketball	Golf	Cross Country
	Field Hockey	Jr./Sr. Volleyball	Tennis
		Football	
	Intramurals: Dodgeball, Soccer		
WINTER	Ice Hockey	Ice Hockey	Curling
	Jr./Sr. Volleyball	Jr./Sr. Basketball	Swimming
		Indoor-Soccer	Badminton
			Indoor-Track
Intramurals: Basketball, Floor Hockey			
SPRING	Rugby	Jr./Sr. Rugby	Tennis
	Soccer	Jr./Sr. Soccer	Track and Field
	Slo-Pitch	Cricket	Archery
	Lacrosse	Lacrosse	Ultimate Frisbee
		Baseball	Co-Ed Volleyball
Intramurals: Dodgeball, Flag Football			

Anticipated Clubs and Events 2015-2016

Art Club	Grade 9 Welcome Day
Athletic Banquet	Me to We Committee
Avogadro Chemistry Contest	Pascal Grade 9 Math Contest
Band	Peer Tutoring
Black History Month Assembly	Photography Club
Breakfast Club	Pink Ribbon Campaign –
Camping Trips	against Breast Cancer
Cayley Grade 10 Math Contest	Prom
Chess Club	Recycling Club
Choir	School Play
Christian Fellowship	Science Club
Christmas Bazaar	Shoreline Clean Up
Coffee Houses	Skills Challenge
Dances	Spirit Weeks
Drama Club	Stage Crew
Euclid Grade 12 Math Contest	Stratford Trip
Fashion Show	Talent Show
Food Bank Drive	Tree Planting
Fermat Grade 11 Math Contest	White Pine Reading Program
French Contest (U of T/York)	White Ribbon Campaign - Males
Fryer Grade 10 Math Contest	against violence towards women
Galois Grade 10 Math Contest	Yearbook

School Procedures and General Information

	School Expectations
Attendance	<ul style="list-style-type: none"> • Regular attendance to all classes on each and every day is the single most important factor in determining success at school. Frequent absences disrupt the continuity of the instructional process and can have a negative impact of the student's ability to earn credits. • Reporting Student Absences: 396-6704 ext. 20004. Parents or guardians should call the main office when a student is absent. A note dated and signed is required in the absence of a parental phone call. • Skipping classes is a habit that negatively affects academic progress. Student should expect that a parent/guardian will be notified by their teacher. • Parents and guardians are notified of student absences through the "synervoice" automated message system.
Arriving Late to School in either the morning or the afternoon	<ul style="list-style-type: none"> • Students are expected to be on time to school/class. • Students who are late for a medical or similar appointment must sign in at the main office with a note or parent/guardian must contact the school by calling (416) 396-6704 ext. 20004.
Leaving early from school	<ul style="list-style-type: none"> • A student leaving school before the end of the day is required to bring a parental note to the office receptionist indicating the reason for leaving early. • If a note is not present the receptionist will call the parent before the student may leave the school. • If a student leaves school during lunch period and is unable to return to school, a parent or guardian should phone the school to explain the absence, or send a signed, dated note upon return.
Steps to take if you are not feeling well or have an injury	<ul style="list-style-type: none"> • Students are to report to the main office if they are ill. Parent / guardian will be contacted to determine next steps i.e. signing out or waiting for an adult to pick up the student at the school.
Vacation/ Unavoidable Absence Policy	<ul style="list-style-type: none"> • Students are expected to take vacations during regular school breaks and not during scheduled school time or examination period. • Students who go on vacation or who have an unavoidable commitment during regularly scheduled school time are responsible for all work missed and must complete a Parent/Guardian Authorized Excusal Form at least two weeks prior to leaving. • Alternative arrangements for any missed tests or assignments during the absence must be made in

	<p>consultation with the Vice-Principal and the teacher in advance.</p> <ul style="list-style-type: none"> • Final Semester exams occur in January and June as noted in the school calendar. Final culminating tasks and exams are mandatory requirements for each course. The school does not reschedule or provide alternative evaluations for students to accommodate vacations. • Credits may be at risk as a result of extended absences from school due to vacations.
Breakfast Club	<ul style="list-style-type: none"> • Students are welcome to come to the Breakfast Club from 8:00-8:30 a.m. every day. • Breakfast Club is located in the main foyer.
Lunchtime Routines	<ul style="list-style-type: none"> • BPCI has a cafeteria food service. Students can purchase food at break and at lunch time. • Students are expected to eat in the cafeteria and take care to clean up after themselves completely.
Library	<ul style="list-style-type: none"> • Library hours are posted in the Library. • The Library is a place for quiet research and study. Students on spare are encouraged to use the Library for quiet study. • Students are not permitted to sign out and work in the Library. • Birchmount Park photo ID card is required to sign out books and other resources.
Photo ID	<ul style="list-style-type: none"> • Students are expected to carry the Birchmount Park photo ID at all times while on school property or while participating in school events. • ID must be used for borrowing library books and equipment, writing exams, watching sports, and participating in evening events such as dances. • A nominal charge for ID reprinting will be in effect.
Students on Study Periods or Spares	<ul style="list-style-type: none"> • Senior students with a legitimate study period (spare) will be issued a Photo ID Spare Card. This card is to be carried at all times. • Students on a study period are permitted to be in the library, cafeteria or outside the building. • When asked by staff, students must produce their spare card to verify they are legitimately out of class.
Visitors	<ul style="list-style-type: none"> • School is a place for learning and visitors will disrupt this atmosphere. It is essential that we are able to identify strangers immediately when they enter the school. Therefore, if any BPCI student is asked by a staff member to identify themselves, they will do so cooperatively, respectfully, and immediately. • Students are not allowed to have visitors or family members accompany them during the school day.

	<ul style="list-style-type: none"> • Students should arrange visits with friends outside of school hours and off school property. • All visitors are required to report immediately to the Main Office – anyone who does not do so is trespassing
Personal Property	<ul style="list-style-type: none"> • <u>It is strongly recommended that students not bring valuable items to school.</u> If students choose to bring such items to school, they are assuming responsibility for any potential loss, damage or theft. The school cannot reimburse students for loss, damage or theft of any personal property. • <u>Sharing of lockers is not permitted.</u> • The use of roller blades, scooters and skateboards is prohibited anywhere on the school property. All sporting equipment must be stored away and not used in or around school building. Bicycles may be secured at the front of the school.
Lockers	<ul style="list-style-type: none"> • Each student is assigned his/her own locker and lock. Students must use the assigned lockers and locks. • Students are not permitted to share a locker! • Students are responsible for their own belongings. Combinations are to be kept confidential. If you suspect that your lock combination is known to another student, you can trade for a new lock in the main office. • Locks that are not provided by BPCI will be cut off and the students will be charged for the replacement lock. • All personal property is to be removed from lockers by the end of exams and locks are to be returned to the office for a \$5 refund. • Lockers are school property. Disfigurement of a locker is vandalism. • Lockers may be inspected at any time by the Admin.
Lockers for Physical Education Classes & Team Practices	<ul style="list-style-type: none"> • Do not leave valuables in the change room or in a backpack in the gym. • Lockers in the basement gym corridor are for the use of Phys. Ed. classes and school teams. In order to provide a safe place for you to store your clothing during classes and practices, you need to purchase or bring a second lock to be used on one of these lockers. • Lockers are to be used only during classes and practices. Locks left on for more than one period may be cut off and the contents removed to the main office.
Theft	<ul style="list-style-type: none"> • Valuable personal property should not be brought to school. Thefts are to be reported to the office immediately. Claims for stolen property are to be made through the individual family's insurance company.

Student Code of Conduct

Students are expected to know and abide by the following:

- TDSB Code of Conduct
- Birchmount Park C.I. Code of Conduct
- Birchmount Park C.I. Bullying & Harassment Code of Conduct
- Birchmount Park C.I. Classroom Expectations set by teachers
- TDSB On-Line Code of Conduct
- BPCI Athletic Code of Conduct
- TDSSAA Athletic Code of Conduct

Codes of Conduct apply to any activity at school or in the community that involve Birchmount Park students. Consequences for violating a Code of Conduct will apply for any activity that negatively impacts on the safety and well-being of members of the school community.

VIOLATION OF SCHOOL CODES OF CONDUCT

If a student does not demonstrate the appropriate respect for self or for other members of the school community and is neglectful of their responsibilities, the following may occur:

- The staff member will remind the student of school expectations.
- The student may be referred to the Vice-Principal or Principal.
- Parent or guardian may be contacted by the teacher or Administration to discuss the inappropriate behaviour and subsequent consequences.
- Restorative Practices
- Peer Mediation
- Behaviour contract
- Restitution
- Support from Guidance Counsellors
- Computer privileges revoked
- Review of the TDSB Human Rights Policy and Equity Policy
- Discipline consequences may include: withdrawal from class and/or teams, extra-curricular activities, detention, suspension, police involvement, transfer to another school, expulsion.

Note: All TDSB Caring and Safe and Schools Policies and Procedures are followed. The Chart of Consequences for Inappropriate Student Behaviour is included in the TDSB pages of the Student Handbook.

RESPECT FOR SELF AND OTHERS

We treat ourselves and each other with fairness, sensitivity and courtesy, demonstrating that we honour and respect the uniqueness of each person.

	School Expectations
Equity and Inclusion	<ul style="list-style-type: none"> • Birchmount Park C.I. values equity and inclusion which means all staff and students can expect to teach and learn in an environment where they are treated with respect, dignity and understanding. • Birchmount Park C.I. is committed to protecting staff and students from discrimination and harassment as covered under the Human Rights Policy. • Discrimination is any practice or behaviour, whether intentional or not, which has a negative effect on an individual or group because of their age, ability, ancestry, citizenship, cultural background, creed (faith), disability, ethnic origin, family status, gender identity, marital status, place of origin, race, sexual orientation or socio-economic status.
Respect for Authority	<ul style="list-style-type: none"> • A positive school environment is dependent on a commitment to maintaining mutual respect between all members of the school community • Students have a responsibility to demonstrate respect in words and actions for all staff members including: teachers, supply teachers, support staff, caretakers, School-Based Safety Monitors, office staff, guests as well as the Administration. • Students must willingly identify themselves to staff when asked and report to the office immediately when instructed to do so by any staff member.
Respectful Language	<ul style="list-style-type: none"> • Students are expected to address each other and staff in a courteous and respectful manner appropriate to a school/professional environment. Swearing, hostile or threatening statements and verbal or physical aggression is not acceptable.
Dress Code	<ul style="list-style-type: none"> • Students are expected to dress in a manner that is appropriate for a school/professional environment. • Students are expected to wear clothing that they would wear in a workplace environment that respectfully covers their body. • Clothing that you would wear to a BBQ, beach, club, or

	<p>party, is not appropriate for a school/professional environment. This includes, but is not limited to: undershirts, halter tops, tube tops and spaghetti-strap tops without a sweater or shirt cover-up. Undergarments should not be visible and tops must meet the waistband of pants or skirts all the way around the body.</p> <ul style="list-style-type: none"> • Clothing that promotes alcohol or drugs or contains offensive phrases is not allowed. • Clothing that promotes or represents a gang affiliation is not allowed. • Students who are wearing inappropriate clothing will be referred to the office. Students can expect to be required to change into appropriate clothing. Parents / guardians will be contacted and students will be sent home to change before returning to school.
<p>Ball caps, Hats, Hoods, Bandannas, Do rags, and Other Headgear</p>	<ul style="list-style-type: none"> • The school community honours individuals who wear headgear for religious purposes. This policy does not apply for headgear worn for religious purposes. • Bandanas, do rags and any headgear that obstructs a person's identity are not permitted. • Teachers set the expectations for the classroom. Ball caps and hats are not appropriate in some classrooms as determined by the teacher. Students are expected to follow the classroom expectations as determined by each of their teachers. • Hats must be removed for the National Anthem. • Hats are not permitted in the Main Office, auditorium, Library and Guidance office. • Hats must be removed during formal examinations.

RESPECT FOR SAFETY

Our school community is committed to maintaining a safe, supportive and productive learning environment. All of us, staff and students alike, need to be vigilant and to report any suspicious actions to the office.

	School Expectations
Birchmount Safety	<ul style="list-style-type: none"> • Students at Birchmount Park form a community and as such they care for each other and help to keep each other safe. • Students may know in advance that the safety of someone in the school may be in danger. <p>Students can access assistance by:</p> <ul style="list-style-type: none"> ➤ reporting to a staff member or to the main office. ➤ calling the Birchmount Safety Line (416) 396-6704 and press 5 when prompted. ➤ reporting concerns to TDSB Student Safety Line (416) 395-SAFE (7233). ➤ calling Crime Stoppers (416) 222-TIPS (8477) talking to the School-Based Safety Monitor or the School Resource Officer (SRO). <ul style="list-style-type: none"> • The building has been equipped with surveillance cameras.
Emergency Procedures and Accidents	<ul style="list-style-type: none"> • All students are required to know and follow emergency procedures as posted in all areas of the school and reviewed by their teachers. • All students are to follow directions of staff and to assist each other during practice emergency drills as well as in the event of an actual emergency. • All accidents should be reported to the nearest teacher or Main Office and an accident report form must be completed. Parents will be notified as soon as possible. • Please note that insurance coverage for medical/dental expenses arising from accidents is available through Student Accident Insurance.
Fire Alarm	<ul style="list-style-type: none"> • When the fire alarm sounds, all students and staff are required by law to evacuate the building immediately without stopping for coats or personal belongings. • Everyone is required to move at least 17 metres (50 feet) away from the building and entrance doors. No one is to re-enter the school until the all-clear signal is sounded. The all-clear signal consists of two bell rings. • False fire alarms disrupt learning in all classes and can put the health and safety of students and staff at risk. Causing a false alarm or misusing firefighting equipment is a criminal

	<p>offence. Police will be called and the offenders will be prosecuted. Parents will be billed for the cost of the false alarm, which is approximately \$1500.00 per truck. School disciplinary procedures will also be applied.</p>
Hold & Secure	<ul style="list-style-type: none"> • Hold & Secure Procedures are in place when there are risks to safety existing <u>outside</u> the school in the community. • Students and staff remain in the school and regular school routines and schedules continue.
Lockdown	<ul style="list-style-type: none"> • Lockdown procedures are put into place when there is a known risk to student and staff safety <u>inside</u> the school. Toronto Police Services will direct procedures in the school.
Weapons	<ul style="list-style-type: none"> • Students are prohibited from possessing weapons, including replica, imitation or toy versions of weapons on school property or during any school events. • Weapons include but are not limited to: guns, BB Guns, Air Pistols, Starter pistols and other firearms, knives, laser pointers, firecrackers, lighters, and other incendiary devices. • Weapons can include common objects being used to intimidate, threaten or harm another person.
Alcohol and Drugs	<ul style="list-style-type: none"> • Alcohol and/or illegal drugs are not to be brought onto or consumed on school property or at any school activities, including excursions. • A student under the influence of alcohol or drugs will face disciplinary action.
Gambling	<ul style="list-style-type: none"> • Playing games with coins, dice or cards or playing any other games of chance for the exchange of money is not permitted. • On-line gambling is prohibited.
Smoking and Tobacco	<ul style="list-style-type: none"> • All TDSB schools are tobacco free. Smoking or chewing tobacco is prohibited on school property. This includes all sides of the school and parking lot. • Smoking, chewing tobacco or e-cigarettes is a significant risk to personal health and is a known cause of cancer. • The Tobacco Control Act prohibits supplying or selling tobacco to a person under 19 years of age. • Students smoking will face disciplinary action and possible fines from the Tobacco Enforcement Officer.
Trespassing	<ul style="list-style-type: none"> • Trespassing is against the law and unauthorized visitors will be charged with trespassing. • Please assist in maintaining a safe environment by reporting trespassers to the office. • Students who bring or are with trespassers may be suspended.

RESPECT FOR LEARNING

We believe in realizing common academic goals and in the effort needed to succeed. We also accept the challenge to pursue academic excellence.

	School Expectations
Classroom Behaviour	<ul style="list-style-type: none"> • Daily work in the classrooms at Birchmount Park is the foundation of the education that students receive. • Teachers set the expectations for the classroom and students are expected to abide by those expectations. • All students have the right to learn in a calm and respectful classroom environment. • A student who disrupts the classroom environment infringes on the rights of others in the class. • Students are expected to respect and follow the direction of their classroom teacher as well as supply teachers.
Personal Electronic Devices in the Classroom	<ul style="list-style-type: none"> • Teachers set the classroom expectations for the use of Personal Electronic Devices such as: cellphones, personal music devices, cameras etc. • Students must ensure that all cell phones and other electronic devices are <u>powered off and out of sight upon entering the academic areas, except where permitted by the classroom teacher in their respective classroom (for the purpose of the lesson).</u> • The use of PEDs should never interfere with the learning environment. • Students can expect that they will not be permitted to receive or make phone calls during class. • In urgent situations parents or guardians can call the main office and the student will then be contacted in the class. • Students require permission from a staff member to charge electronic devices in the classroom or library. • Privacy laws prohibit the filming, recording and/or taking of pictures on school property without the written permission of a teacher and/or student. • Students can expect a staff member to confiscate a cell phone or other PEDs if expectations are not being followed. Students are expected to meet with a Vice-Principal after 3:00 p.m. before their PED is returned.
Homework/ Assignments	<ul style="list-style-type: none"> • To achieve success, students are expected to complete homework and assignments by the designated due date. • Students are to speak with the teacher if there are difficulties in completing their work on time.

	<ul style="list-style-type: none"> • Details of the TDSB Homework Policy can be found under separate cover in this agenda. • Credit for a course could be in jeopardy if assignments are not submitted to teacher.
Cheating and Plagiarism	<ul style="list-style-type: none"> • Academic honesty is central to the integrity of learning and granting of credits. All forms of academic cheating and plagiarism will be subject to disciplinary action. • Teachers will ensure that students have a sound definition of plagiarism and are familiar with the school policy on academic honesty. <i>See page 31.</i>
Halls and Exit Doors	<ul style="list-style-type: none"> • Students are not permitted to consume food during lunch in academic corridors. • For safety reasons, students are not permitted to gather or loiter in exit areas or stairwells. • When classes are in session students are not permitted in the halls. If it is necessary to pass through the corridors, please respect the rights of student's in-class learning by avoiding loud noise and conversation. • Students in the halls during class time must have either a spare card or hall pass. • Students on spares are permitted to be in the library, cafeteria or outside of the building. • Ball games, hacky sack, skate boards, rollerblades, bicycles are not permitted in the halls or on school property.
Assemblies	<ul style="list-style-type: none"> • All students will sit with their class in the auditorium seats assigned to their subject teacher. • All persons present at an assembly should be quiet during a performance or presentation. • Applause is the proper way to show appreciation. • Assemblies are for all students whether on a spare or not. • Latecomers should wait for a natural break in the program before entering the auditorium. • No food or drink is permitted in the auditorium. • Anyone causing a disturbance will be directed to leave the auditorium and report to a vice-principal. • Students wishing to leave the auditorium, for any reason, during a performance must seek permission from a teacher. Washrooms should be used before/after the assembly.
Computers	<ul style="list-style-type: none"> • School computers are provided to support student learning. All students must use computers according to the TDSB on-line Code of Conduct. • The TDSB on-line code of conduct is included in the student agenda.

RESPECT FOR PROPERTY

We recognize the impact our individual actions have on school property and the school community.

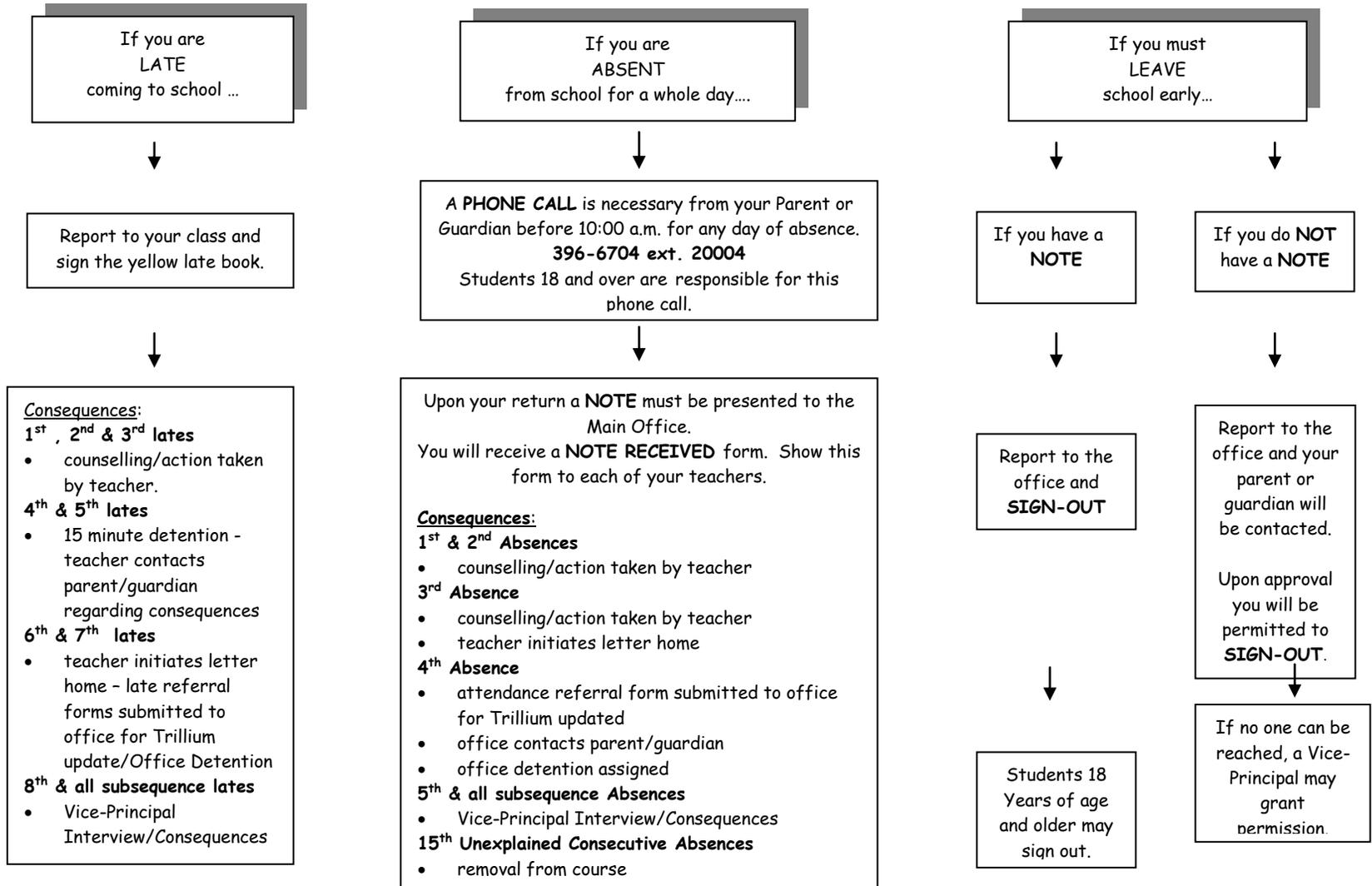
	School Expectations
Building & classrooms	<ul style="list-style-type: none"> • Students are expected to respect the furniture, equipment and specialized resources in all areas of the school including: classrooms, gym, Tech shops, food services, Library, computer labs etc.
Lunch Routines: Food in cafeteria, halls and classroom	<ul style="list-style-type: none"> • Food from the cafeteria and vending machines may be purchased before school, during the break and at lunch. • During lunch, students are permitted to eat in the main foyer corridors, the cafeteria, or outside of the building. • Food or drink is not permitted in classrooms. • Individual teachers may permit the drinking of bottled water in non-computer classrooms. • Students are not to sit on top of the tables and should not put their feet on the benches. • Students are expected to be respectful at all times by cleaning up completely after themselves.
Recycling	<ul style="list-style-type: none"> • Birchmount Park is an Eco-Schools Gold Medal Award winning school. Students are expected to use recycling boxes or green bins for food waste, paper, cans, plastic, glass, etc.
Parking	<ul style="list-style-type: none"> • Please obey posted speed limits. The front driveway is a designated fire route and is also needed for our wheelchair buses. Cars parked in that area may be tagged and towed. Please arrange to be picked up/dropped off at the east entrance at all times in order to keep this area clear. • Cars parked illegally or in the staff parking area may be tagged and/or towed.
Textbooks	<ul style="list-style-type: none"> • Students are issued textbooks free of charge until the end of the course. It is the responsibility of each student to return these textbooks in good condition. Attempting to return someone else's text as your own is not permitted. • Students can expect to pay for lost or damaged textbooks.
Vandalism and Graffiti	<ul style="list-style-type: none"> • The defacing or damaging of school and community property is prohibited and will be subject to disciplinary action. Graffiti and vandalism may result in suspension and/or criminal charges. • Students are not permitted to be in possession of any "tagging" materials (paint, markers, stickers, etc.).

HARASSMENT AND BULLYING

Harassment and Bullying has a lasting negative impact on the lives of everyone – victim, bystanders as well as the aggressor.

	School Expectations
Harassment / Bullying	<ul style="list-style-type: none"> • Harassment and Bullying includes any annoying and/or provoking comment or conduct that is known or ought reasonably to be known to be unwelcome or hurtful. • Harassment and Bullying takes many forms – physical, social, sexual, emotional and cyber-based.
Cyber-Bullying	<ul style="list-style-type: none"> • Cyberbullying is the use of electronic means to offend, ridicule, intimidate, threaten, harm, exclude or ruin the reputation of an individual. • Cyberbullying is a criminal offence and often takes the form of a hate-based activity. • Cyberbullying includes: the use of emails and instant messaging, text or digital imaging sent on cell phones, web pages, blogs, chat rooms, discussion groups, Facebook, Twitter and other social media sites. • Examples of Cyberbullying include: flaming, insulting, excluding, impersonating, denigration, gossip and rumor mongering, posting / sending embarrassing photos, sexting, outing a person, creating polling or hate-based websites. • The creation and/or distribution of print, media, electronically, or hard copy that serves to offend threaten, ridicule, or defame the character of any member of the Birchmount Park C.I. community is considered bullying and/or harassment. • Sharing of inappropriate images or text messages that is profane or promotes harm or discomfort to others is not acceptable. • Using PEDs to record and post acts of physical aggression, fights, and assaults is not acceptable.
Hazing / Initiation	<ul style="list-style-type: none"> • Hazing, initiations, 9'ering are all forms of bullying and harassment. Breaking traditions that involve hazing or initiating takes courage and a deep understanding of the impact bullying has on the victim and the bystanders. Just because you may have experienced a form of initiation in the past does not justify doing it to someone else. • All athletic teams, school clubs and student organizations must know that any form of hazing or initiation will not be tolerated.

Student Attendance Procedures



If you are
LATE
coming to school ...



Report to your class and
sign the yellow late book.



Consequences:
1st , 2nd & 3rd lates
 • counselling/action taken by teacher.
4th & 5th lates
 • 15 minute detention - teacher contacts parent/guardian regarding consequences
6th & 7th lates
 • teacher initiates letter home - late referral forms submitted to office for Trillium update/Office Detention
8th & all subsequence lates
 • Vice-Principal Interview/Consequences

If you are
ABSENT
from school for a whole day...



A **PHONE CALL** is necessary from your Parent or Guardian before 10:00 a.m. for any day of absence.
396-6704 ext. 20004
 Students 18 and over are responsible for this phone call.



Upon your return a **NOTE** must be presented to the Main Office.
 You will receive a **NOTE RECEIVED** form. Show this form to each of your teachers.

Consequences:
1st & 2nd Absences
 • counselling/action taken by teacher
3rd Absence
 • counselling/action taken by teacher
 • teacher initiates letter home
4th Absence
 • attendance referral form submitted to office for Trillium updated
 • office contacts parent/guardian
 • office detention assigned
5th & all subsequence Absences
 • Vice-Principal Interview/Consequences
15th Unexplained Consecutive Absences
 • removal from course

If you must
LEAVE
school early...



If you have a
NOTE



Report to the office and
SIGN-OUT



Students 18
Years of age
and older may
sign out.



If you do **NOT**
have a **NOTE**



Report to the office and your parent or guardian will be contacted.

Upon approval you will be permitted to **SIGN-OUT**.



If no one can be reached, a Vice-Principal may grant permission.

Dance, Athletic Banquet, Prom & Evening Events Policy

In order to make dances, banquets, proms and other evening events a fun experience for all Birchmount Park students, the following policy has been established:

- Where applicable, there will be a limited number of guest tickets available. A Birchmount Park student must sign in each guest by the established deadline the week prior to the event. The host must accompany the guest when he / she arrives at the door. Visitors must be secondary school students and their home school Vice-Principal must complete a reference form to be provided to a BPCI Vice-Principal.
- All students and all guests must show photo identification.
- Students may enter only through one door.
- Doors close one hour after the event begins. Only students with pre-issued work passes will be admitted after this time.
- Students are not permitted to leave and be re-admitted to the dance.
- Normal courtesy, behaviour and respect for others are expected from Birchmount Park students and their guests.
- All students must check coats, bags, and other personal belongings.
- Students must remain within the designated areas. All other areas, including lockers, are out of bounds.
- The use of alcohol, drugs and tobacco is prohibited and any student found in violation of this policy will be given consequences. Students refused admission will not have the ticket price refunded.
- Tickets are issued to individual students and may not be re-sold or given to someone other than the person whose name is on the ticket and ticket holders list.
- Students are expected to leave the building promptly at the end of the event. Make transportation arrangements in advance with friends or parents.

Athletic Policies

Commitment to Practice and Participate for a Full Season

- It is the expectation that a student who earns a place on a Birchmount Park athletic team commits to participate through the entire season (including City Championships, and OFSAA). Full participation includes attending scheduled practices and competitions. A student athlete is subject to sanction (i.e. game suspension or removal from team) for not meeting their commitment to the team.
- A student-athlete who quits a team will be subject to a school-based participation sanction. A student who is removed from a team as a result of not fulfilling their commitment (i.e. not attending practices or competitions) will be subject to a school-based participation sanction. Exceptional circumstances requiring a student to leave a team prior to the end of the season should be discussed with the coach or Athletic Director. Such exceptional circumstances may exempt the student from sanction.
- Student-athletes under sanction will not be permitted to participate the next athletic season they typically would participate.

Examples:

- a.) A student-athlete competing on the Football team in the fall decides to quit the team before the completion of the season. This student normally participates on the school Basketball team during the winter season. Under sanction, the student-athlete would not be permitted to participate on the Basketball team, or any other winter sport.
 - b.) A student-athlete competing on the school's Ice Hockey team during the winter season repeatedly misses practices and as a result is removed from the team. Typically, this student-athlete's next sport would be Cross-Country in the fall. Under sanction, the student-athlete would not be permitted to participate on the Cross-Country team, or any other fall sport.
 - c.) A student-athlete competing on the school's Rugby team during the spring season decides to quit before the completion of the season. Rugby is the only school sport this student-athlete competes in. Under sanction, the student-athlete would not be permitted to participate on the Rugby team the following year, or any other spring sport.
- Sanctions may be appealed for extra-ordinary circumstances.
 - The Athletic Director will determine season of sanction for Grade 9 students.
 - Student-athletes and parents will sign an acknowledgement of their full commitment to participate on a school team, or face sanction, along with the Try-out/Participation form at the start of the season.

Number of Sports per Season

- Birchmount Park student-athletes are permitted to compete on one school team per season.
- Exceptions are limited to Badminton and Archery whose seasons overlap the winter and spring seasons.

Cross-Over Seasons

- Any student-athlete playing on a sports team wishing to try-out for a team taking place the next season, will not be required to practice/try-out for the next season's team until their current season is completed.
- Student-athletes should inform the coach of the next season's team of their intention to try-out for that team. The coach is required to give a one week period after the previous season ends for such try-outs.

Playing In an Older Division

- Student-Athletes are expected to play within their appropriate age group for which a team is fielded (i.e. Bantam/Midget, Junior, or Senior).
- Exceptional circumstances may be appealed to the Athletics Director.

BEAP Students Eligibility

- The Toronto District Secondary School Athletics Association (TDSSAA) monitors all BEAP students. Out of Area BEAP students are not eligible to participate in their Declared Sport of Specialization. All incoming Grade 9 BEAP students must review and resubmit a Declared Sport of Specialization Form during the first week of school in September. No changes in the Declared Sport of Specialization can be made after this date. Failure to submit this form by the due date stated will disqualify the student from participating in any high school sports/competitions.

To remain in the B.E.A.P. program, it is expected that a student will:

1. Maintain an average of 70% or better in the B.E.A.P. curriculum.
A student whose mark drops below 70% must be demonstrating a conscientious effort to improve to 70%.
2. Maintain an overall average of 60%.
3. Be a good ambassador for B.E.A.P. and Birchmount Park C.I.
4. Honour and abide by TDSB and school Codes of Conduct.

If a student does not meet the expectations outlined above the student will be asked to leave the program and return to his/her home school, if attending Birchmount Park under Optional Attendance.

Awards

- Participation and achievement awards will be honoured annually.
- All student-athletes will earn points toward a Junior, Senior and Bronze Athletic Letter Award, for participation on school teams.
- Individual student-athlete may be awarded a Most Valuable Player, Most Improved Player, or Fair Sport award. Other special recognition awards include Grade Athletes of the Year and Overall Athletes of the Year.

Athletic Spectator Code of Behaviour

Spectators are an important aspect of school athletics. The attendance of students, parents, guardians and members of the community serves to compliment the experience of all those involved in sporting competitions.

It is expected that spectators will:

- Cheer in a positive manner.
- Respect the decisions of the officials.
- Respect the athletic facilities and property.
- Respect the authority of the TDSB staff members who are supervising games.
- Be courteous and respectful to fellow spectators.
- Be courteous and respectful of the members of both teams.
- Not interfere with the game in any manner.
- Refrain from the use of profanity, taunting, threatening actions or violence.
- Behave in accordance with and subject to all school and TDSB policies and Codes of Behaviour.
- Leave the event in a quick and orderly fashion upon completion of the game.

Co-Curricular Policy

As educators, coaches, and activity leaders, we know that for all students the successful completion of their education has the highest priority, but we also feel that there are many valuable experiences in co-curricular activities.

The Birchmount Co-Curricular Eligibility Policy applies to all activities not directly tied to curriculum a student is currently studying as follows:

- Student must have passed at least 3 courses in the previous semester.
- Student must remain in good standing at the school.
- The policy applies to everyone missing classes, including managers etc.
- The Vice-Principal responsible for Co-Curricular Eligibility requires a list of students, in advance, to check for individual eligibility.
- Ineligible students may appeal by completing a Co-Curricular Appeal Form.

In order to participate in the co-curricular activities at Birchmount, a student must:

- Attend classes regularly and punctually.
- Meet all course requirements, such as assignments, presentations, and tests. The student must inform teachers prior to each absence and be responsible for all the work covered and assignments given during each absence.
- Not have failed more than one course in the most recent Ministry report card. Under exceptional circumstances this condition can be appealed. Talk to your coach or staff advisor for more information about this procedure.
- Represent the school and the community in a positive manner.
- During activities, the student must follow the school's Code of Conduct.

There will be a review of eligibility for co-curricular activities if academic success is in jeopardy. If it is deemed to be in his/her best academic interest, a student may be withdrawn from co-curricular activities until such time as the student has met the academic expectations of BPCI.

Curriculum Assessment and Evaluation Guidelines

The primary purpose of assessment and evaluation is to improve student learning and achievement.

School policies and procedures are grounded in the following documents:

Ministry of Education Curriculum expectations and the achievement chart are found in the Ministry guidelines for each subject at

(www.edu.gov.on.ca) and are consistent throughout the province.

Growing Success, 2010

TDSB Policies and Procedures: PR613 Academic Honesty

The assessment of student progress, the evaluation of student achievement, and the percentage grade on the report card are based on:

- Ministry of Education curriculum expectations
- The Provincial Achievement Chart.

Principles of Assessment and Evaluation – “Growing Success, 2010”

There are seven fundamental principles which guide the assessment, evaluation and reporting of student learning. Teachers use practices and procedures that:

- Are fair, transparent, and equitable for all students.
- Support all students, including those with special education needs.
- Are carefully planned to relate to the curriculum expectations and learning goals and, as much as possible, to the interests, learning styles and preferences, needs, and experiences of all students.
- Are communicated clearly to students and parents at the beginning of the school year and at other appropriate points throughout the school year.
- Are ongoing, varied in nature, and administered over a period of time to provide multiple opportunities for students to demonstrate the full range of their learning.
- Provide ongoing descriptive feedback that is clear, specific, meaningful and timely to support learning and achievement.
- Develop students’ self-assessment skills to enable them to assess their own learning, set specific goals, and plan next steps for their learning.

Assessment and Evaluation Definitions

Assessment occurs throughout each course as teachers collect and analyze evidence of student progress.

Teachers use **Diagnostic Assessment** at the beginning of a unit to plan instruction based on identified student needs. It does not count toward a final mark.

Teachers use **Formative Assessment** to determine how well the student has understood new material and developed targeted skills. A teacher may give a short quiz, or listen to/observe/ read a student's work as it is being developed for the purpose of giving feedback on areas that need additional work *before* the student is evaluated. Formative assessment helps students learn how to monitor their own progress. It also helps teachers improve their instruction.

Evaluation determines a grade. Teachers measure and judge a student's demonstration of knowledge and skills as required by the curriculum expectations for the course. Evaluation:

- measures achievement, not progress;
- is linked to the Curriculum Achievement Chart Categories;
- occurs at the end of a unit of learning and end of the course;
- occurs only after students have had opportunities to show what they know and can do;
- communicates information for accountability and certification purposes;
- **is represented by a number (%) on the Provincial Report Cards** to indicate a student's grade either at the end of the term/semester, or end of the course.

How Did I get that Mark?

Final Report Card marks are based on:

70% of the final grade is based on term work over the semester

Teachers will base this grade on the most consistent level of achievement, giving consideration to more recent achievement.

30% of the final mark is based on end-of-course evaluations

The final summative evaluations will comprise 30% of the final grade. Summative evaluation occurs in the final 4 weeks of the course.

70% + 30% = final grade out of 100

How Assessment and Evaluation Works

In order to earn a credit in any course, students are responsible for demonstrating evidence of achievement of the knowledge and skills described by the course overall curriculum expectations.

- Teachers work together to establish consistency in the number, type and scope of the assignments in each category in each course.
- At the beginning of the semester, students are provided with a written course outline describing the expectations, content and assessment & evaluation guidelines that clearly outline how the marks for the course are determined.
- Students are informed of the types of assignments and tests that they should expect and are told how their final grade is calculated.
- Reasonable efforts will be made to limit the number of tests for any student to two on one day, and to limit major assignments to one due on any given day.
- Students will receive regular feedback on their progress. Students will receive an individual print out of their marks in a course at least three times a semester: at parent-teacher interviews, after marks are submitted at mid-semester and as they enter the final 30% summative evaluation. On the day when exams are returned and final marks are handed out, students will receive a page that shows their final standing in the course.
- Students and parent may request an updated individual mark print out during the semester.
- In order to ensure that the privacy of all students is protected, marks will not be posted in classrooms for students to review, even if the list uses “secret” names or numbers.
- Student achievement in Learning Skills (independent work, teamwork, organizational skills, initiative and work habits) is evaluated and reported separately on the Provincial Report Card.

Assessment and Evaluation Practices

Course Work

Evaluation of the achievement of the overall curriculum expectation is based on the achievement chart for the subject, and marks are weighted according to the achievement chart categories (Knowledge & Understanding, Thinking, Communication, and Application) for each subject.

The grade for course work (70% of the final grade) reflects a student's most consistent, more recent level of achievement throughout the course.

Due Dates

When assigning a project, test or other work to be submitted for evaluation, the teacher provides a due date which students are expected to meet. For major projects, the teacher monitors student progress to support student success in completing work by the due date.

When students are aware in advance that they will miss a class because of a field trip, sporting event, or personal appointment, they must inform the teacher to make arrangements for completing the work that will be missed.

If a student has been absent, it is the student's responsibility to speak with the teacher immediately upon returning to school to plan how and when missed work will be completed.

Students do not have an automatic right to submit work late. They must discuss an extension to the due date with the teacher *before* the due date, at which point the teacher makes the decision about a possible revised due date.

The reason for missing a test or presentation must be supported by a note from the parent.

Note: Students and/or their parents/guardians must inform the school ahead of the due date if a request for accommodation of religious beliefs, practices and observances requires a rescheduled submission of student work, and provide a note to the office upon their return.

Depending on the reason for lateness, the teacher may choose, as a last resort, to deduct up to a maximum of 10% from the value of the assignment. If seeing a marked assignment would give another student an academic advantage, then a late assignment may not be submitted after the marked work has been returned to the rest of the class.

Examples of situations where a late assignment is likely to result in loss of marks:

1. Other strategies to encourage on-time submissions have been tried and documented.
2. There has been a pattern of late submissions by the student in the course.
3. The student has not initiated a discussion to arrange for a revised due date.

Missed Assignments and Tests

- When a student does not complete a test or assignment, a '0' will be assigned. The '0' is used as a placeholder until the missed work is completed, or the student has demonstrated the curriculum expectation in another assignment.
- Students with a documented 'legitimate' absence will be given an opportunity as soon as possible to complete missed evaluations and to replace the '0'.
- If several evaluations are missing, and there is no evidence that the student has achieved a number of curriculum expectations, the missing or incomplete evaluations will affect the 70% grade and could lead to a failing grade. If, however, the student demonstrates achievement of the curriculum expectation(s) in another assignment, the zero will not count in the final grade.
- For students under 18, the parent/guardian will be informed of missing assignments.

Group Work

Students who are assigned a group task will not receive a 'group mark' for the product. Students will receive marks which represent their different contributions of the knowledge and skills represented. Individual effort in creating the product and contributions to the group will be reflected only on the Learning Skills side of the Report Card, unless the ability to work in a group is part of the subject curriculum expectations.

Culminating Activities and Final Examinations

- Culminating activities and/or examinations are scheduled near the end of each course and determine the remaining 30% of the student's final grade in the course. They are a mandatory component of course requirements.
- Students will be assessed in a variety of ways including such tasks as tests, assignments, in-class essay writing, research reports, presentations, portfolio presentations, and formal examinations.
- Staff will inform students of their mark prior to the culminating activity/examination.
- The weighting of each task and examination will vary from course to course, but will be clearly explained in the course evaluation overview provided at the beginning of the semester and posted on the school website.

Missed End-of-Course Evaluations – 30% of the Final Grade

- All students must take part in the culminating course evaluations. Leaving early for a family vacation or summer job will not be considered a legitimate excuse for missing these evaluations.
- The school does not provide alternative evaluations or exams to accommodate vacations or summer jobs.
- Should a student be too sick to complete an end-of-course evaluation, the student must provide documentation of the illness. A Medical Note must be completed and signed by a physician, verifying that the student was too ill to participate in the evaluation for a specified medical reason. The note must be submitted to the office within two school days of the missed evaluation.
- Until this documentation is provided, the student will receive '0' for the missed end-of-course evaluation and the '0' will be included in the calculation of the final grade.
- When the documentation is submitted as outlined above, every effort will be made for the student to write a final end of course evaluation. If this cannot be done, the teacher, in consultation with the Vice-Principal, will calculate the student's final mark.

Academic Honesty

Students are expected to demonstrate academic honesty on all assignments, presentations, tests and examinations. Cases of academic dishonesty will be dealt with on a case-by-case basis, and will involve an investigation, communication with the student and the parent/guardian, and a mark of zero for case involving cheating or plagiarism.

Plagiarism is defined as the use or close imitation of the language and thoughts of another without attribution, in order to represent them as your own work. Examples include:

- a) Submitting an essay/assignment written by someone else, e.g., buying an essay online, downloading an essay from a website, having someone else complete one's assignment or copying or using work including homework done by another student;
- b) Piecing together material from one or several sources and adding only linking sentences;
- c) Quoting or paraphrasing material without citing the source of that material, including, but not limited to books, magazines, journals, websites, newspapers, television programs, radio programs, movies, videos, photographs, and drawings in print or electronic form;
- d) Copying and pasting from the internet or other electronic sites without citing the source;
- e) Omitting quotation marks for direct quotations, even if the sources have been cited.

Cheating is usually defined as the act of practicing deceit or breaking the rules. In the context of assessment and evaluation, cheating would be defined as the deviation from the behaviour expected in an evaluation situation. Examples include, but are not limited to:

- a) Copying another student's homework;
- b) Using another student's work on a test or any other evaluation;
- c) Bringing unauthorized notes or notations into an evaluation;
- d) Asking for, or giving someone, an answer during an evaluation;
- e) Unauthorized use of electronic devices / media to obtain answers during an evaluation;
- f) Presenting assignments that have been completed by someone else as one's own

In addition, Birchmount Park C.I. considers the following activities to also be cheating and/or plagiarism:

- Distributing assignments to others to hand in as their own.
- Exchanging information or material during an evaluation. This includes verbal, non-verbal, electronic, or a physical exchange of material.
- Asking for, enabling or receiving information from another student during an evaluation. This includes verbal, non-verbal, electronic or a physical exchange or material.
- Using or accessing unauthorized materials such as notes, texts, or programmable calculators during an evaluation.
- Handing in work that has already been submitted in any other course.
- Participating in the theft and/or use of stolen evaluation materials.
- Handing in marked material for remarking with material added which was not there originally.

2015-2016 Report Card Schedule

Report Cards will be issued on the following dates:

Progress Reports: Reports are sent home early each semester indicating the student's adjustment to the new subjects. Early diagnosis of a problem enhances the chances of improving a student's success.

Semester 1 – October 19, 2015

Semester 2 – March 21, 2016

Report Cards: Individual results are issued to each student twice a semester indicating the mark achieved.

	<u>Midterm Report</u>	<u>Final Report</u>
Semester 1	November 19, 2015	February 11, 2016
Semester 2	April 28, 2016	June 28, 2016

Reporting on Student Achievement of Curriculum Expectations

Final Semester Report Card grades are calculated based on:

- 70% for term work ongoing through the course
- 30% for summative evaluation completed in the final 4 weeks of the semester, which may include culminating assignments, presentations, research projects and final exams

Evaluation of the achievement of the overall curriculum expectations is based on the achievement chart for the subject and marks are weighted according to the achievement chart categories (Knowledge, Thinking, Communication and Application) for each subject.

The final grade for course works reflects a student's most consistent, most recent level of achievement throughout the course.

Reporting on Learning Skills

There are six clusters of Learning Skills: Responsibility, Organization, Independent Work, Collaboration, Initiative, and Self-Regulation. Teachers will report achievement in learning skills by using letter symbols:

E = Excellent G = Good S = Satisfactory N = Needs Improvement

Learning skills affect levels of student achievement, but they are not part of the evaluation of achievement. Comments may link achievement and learning skills, but learning skills may NOT be used to evaluate achievement, except where they are part of the curriculum expectations of the course (e.g., Learning Strategies: GLS/GLE). Learning skills such as completion of homework and regular attendance affect achievement, but they are not evaluated as achievement of the course expectations.

Tutorial / Academic Support Days

Tutorial/Academic Support is provided at the end of Term 1 in Semester 1 and Term 3 in Semester 2. Teachers will support students in completing outstanding work and assignments prior to the submission of marks for the upcoming Report Card.

Semester 1 – November 3 & 4, 2015

Semester 2 – April 12 & 13, 2016

Teach Assist

Teach Assist is a web-based classroom mark book that is accessible on-line for students, parents and guardians to monitor student achievement. To access Teach Assist, go to the homepage of the Birchmount park C.I. website at <https://bpci.parentinterview.com>.

Parent-Teacher Interviews

Frequent communication between home and school Interviews is helpful to a student's success. Formal Parent-Teacher interviews are held each semester following the distribution of the Progress Report. Interview appointments can be booked on-line at <https://bpci.parentinterview.com>

Parent-Teacher interviews are conducted: 2:30-4:00 p.m. & 5:30-8:00 p.m.

Semester 1	-	October 22, 2015
Semester 2	-	March 23, 2016

How Did I get that Mark?

Final Report Card marks are based on:

70% of the final grade based on term work over the semester

Teachers will base this grade on the most consistent level of achievement, giving consideration to more recent achievement.

30% of the final mark based on end-of-course evaluations

The final summative evaluations will comprise 30% of the final grade. Summative evaluation occurs in the final 4 weeks of the course.

70% + 30% = final grade out of 100%

TDSB Virtual Library

Connect to your TDSB Virtual Library 24/7 to find online resources (news/magazine/journal articles, e-books, pictures/videos, helpful web sites/tools) for projects and personal interest.

How to connect from outside of TDSB (i.e. from home):

1. <http://aw.tdsb.on.ca> – sign in with student/employee number and network password – locate *my home* tab (top bar) – *Virtual Library* (left bar).
2. <http://www.tdsb.on.ca> – locate *find your school* (top navigation bar) – *school name* – *Virtual Library* link (left navigation bar).
3. **Search** on the Internet for “Birchmount Park TDSB Virtual Library”.

TYPE OF RESOURCE	HOW IT HELPS YOU
 Encyclopedias	A great place to start an inquiry on most topics.
 eBooks	Easy to access online to build your knowledge about a topic or to read for pleasure.
 Online databases	Find topic overviews, current news/magazine/journal articles, images, video on many subjects, from hundreds of sources.
 Images & Media	Find streamed video, images, and music for projects, for homework and for personal interest.
 Library Catalogue	Login to the library catalogue to see your account and to access eBooks.

USER NAMES AND PASSWORDS: Some resources need user names and passwords when outside of TDSB. Passwords may not be posted electronically outside of the TDSB network.

RESOURCE	LOGIN	PASSWORD	DESCRIPTION
Britannica Online (Encyclopedia)	trillium	trillium	Start here for all subjects, use High School level
Can. Literary Reference Centre (databases)	trillium	trillium	Canadian writers, English, drama
Career Cruising	bpci	lakeview	Career information
Canadian Points of View (databases)	trillium	trillium	Current issues, Canadian point of view/perspective

Canadian Reference Centre (databases)	trillium	trillium	Current information, Canadian content	
Capstone (eBooks)	trillium	trillium	Ancient civilizations, science, body systems	
Culture Grams (databases)	trillium	trillium	Countries, provinces, culture/maps/image/interviews/stats	
Follett Shelf (eBooks)	student #	student #	Junior/Intermediate fiction books, biography	
Global Issues in Context (databases)	trillium	trillium	Global topics, overviews, articles, video	
RESOURCE	LOGIN	PASSWORD	DESCRIPTION	
History Reference Centre (databases)	trillium	trillium	World, Ancient Civilizations Explorers, European	
InfoBase e-Books (eBooks)	trillium	trillium	Science topics – e-books	
Jobs People Do (databases)	TDSBjpd	TDSB	Careers, experiential learning, co-op	
Learn 360 – secondary (images & media)	second	second	Video clips, all subjects	
Literary Reference Centre (databases)	trillium	trillium	English, drama	
Naxos Music Library – OSAPAC (databases)	trillium	trillium	Music, English, drama, public speaking	
OERB (databases)	tdsbstudent	tdsb	All subjects – lessons, tutorials	
Passport to the Internet OSAPAC (databases)	oneds10	8ngeyf	Tutorial on effective use of the Internet for students	
Research Success: (research toolkit)		tdsbresearch	Helpful guides for inquiry / research projects	
Science Reference Centre (databases)	trillium	trillium	Science, health, geography, gr 6-12	
TABVue (eBooks)	tdsb	trillium	Canadian info., social studies	
Teen Health & Wellness (databases)	tdsb	trillium	Mental, physical health, teen issues, self-help	
<p>ADDITIONAL RESOURCES – NOT on BPCI Virtual Library</p> <p>Global Social Issues (ebook resource)</p> <p>See Red Schoolhouse on Virtual Library Page for link</p> <p>Username: bpc Password: bpc</p> <p>Social sciences database</p> <p>Critical Insights: Dystopia</p> <p>http://online.salempress.com/toc.do?bookMetaId=CIDystopia</p> <p>No password necessary with link</p> <p>Literary Criticism articles on Dystopian novels</p>				

Library Resource Centre

The Library Resource Centre is a warm, inviting place for students to learn research skills, indulge in personal reading and prepare themselves for post-secondary life. We have a broad collection of print materials, including magazines, newspapers, teen fiction, graphic novels and careers-based books. With the help of the Teacher-Librarians, students are encouraged to make full use of the resources available to them and learn how to use them effectively. The Library also has a computer lab, for both academic and leisure use (though academic use is the priority).

When borrowing materials from the Library, a current BPCI student card is required. Students are responsible for signing out materials only for their personal use, returning these materials on time and paying for any lost or damaged items.

While primarily an educational component of the school, the BPCI Library also fosters a community environment. Extra-curricular activities and meetings occur regularly in the Library, and students are welcome to take part in these opportunities.

Come by the Library and see what we have to offer!

Guidance Department

Our Student Services Department assists students in making informed decisions about their course selections, post-secondary choices, career goals and personal issues involving friends and family. Counsellors offer individual counselling and work with groups and classes to assist students in making informed decisions. We also make referrals to Board Support Staff, such as social workers, psychologists, and speech therapists. Come talk with us – we are here to help. Students can visit the Guidance Office before school, during lunch, after school or make an appointment through the Guidance secretary with their designated counsellor. Valuable information can be found on the Birchmount Website: <http://schools.tdsb.on.ca/birchmount/>

Full-Time Students

All students of Birchmount Park C.I. are expected to be full time students. Students in Grades 9, 10 and 11 are expected to take eight courses. Grade 12 students are expected to take at least six courses, three per semester. Senior students attending for one semester only must take at least three courses.

Request to Drop a Course

We believe that to drop a course is a serious step. However, situations sometimes arise which make the dropping of a course a prudent and realistic action. Students who wish to drop a course must be carrying four courses and have earned a minimum of 23 credits before dropping one. The student must make an appointment with their Guidance Counsellor to discuss the situation. For students under 18, parental approval is required before a course is dropped. Exceptional circumstances should be discussed with a Vice-Principal.

Full-Disclosure Transcripts

All Grade 11 and 12 courses, regardless of the mark obtained or the number of times taken, appear on the student's transcript unless they are dropped within five instructional days after the mid-semester report card is issued. There are no exceptions to this Ministry policy.

Community Involvement Diploma Requirement

Every student in Ontario is required to complete 40 hours of community involvement in order to receive a diploma. Information and guidelines will be distributed to all Grade 9 students in the fall.

There are specific stipulations regarding what will be accepted as valid community involvement. Students are expected to consult with a guidance counsellor to become informed. Students should pick up a community involvement passport prior to beginning their activities. Upon completion of a minimum of 40 hours students can submit their completed passport to the Guidance office.

Birchmount Awards and Diplomas

Every year Birchmount Park honours the academic success of the students in Grades 9, 10 and 11 at our Annual Awards Ceremony. In order to receive Grade 9, 10, and 11 Honours, students must achieve an average of 80% or higher in their 8 courses. Subject Awards are presented to students that have demonstrated either highest standing or outstanding achievement in a specific subject.*

Birchmount Park welcomes back graduates for our Annual Commencement Ceremony. During the course of the evening we honour:

- Graduates: students that have earned their OSSD
- Ontario Scholars: 80% or higher on 6 Grade 12 courses
- Honour Award Winners: 80% or higher on 6 courses in the year*
- Bronze B Award Winners: 4 consecutive years of Honours at Birchmount Park C.I.
- Subject Award Winner: highest standing or outstanding achievement in an individual subject*
- Special Awards: sponsored by individual organizations*
- Valedictorian: chosen by the graduating class

*(*Please note all courses must be taken at Birchmount Park C.I.)*

Academic Support

Subject Teachers

- Teachers are available to provide additional support outside of the classroom. Teachers post the days and times that they are available to support you if you require additional help.
- Students are encouraged to look for support as soon as they are aware that they are behind and not wait until the work feels overwhelming.

S.T.Y.L.E.

- After-school help is available every Monday, Tuesday, Wednesday and Thursday after school from 3:15 – 5:00 p.m. in the Library.
- S.T.Y.L.E. is a community-based program supported by the Learning Disabilities Organization of Toronto. Students need to register for the program and can select 1 – 4 days of academic support and tutoring. The program is free for BPCI students.

Special Education Resource Room

- The Resource Room is available for academic support for all students with IEP's.

Math: Need Help with your Grade 9 or 10 Math?

FREE Online Math Tutoring by Ontario Certified Math Teachers



Math Coach: <http://tdsb.na3.acrobat.com/mathcoach>
Accessible: Monday to Friday, during the school day



Homework Help: <http://homeworkhelp.ilc.org>
Accessible: Sunday to Thursday evenings, from 5:30 p.m. to 9:30 p.m.

Do you need review materials, tests, quizzes or exams?

FREE resources written by Ontario Certified Teachers in ALL subject areas

Ontario Educational Resource Bank:

<http://resources.elearningontario.ca>

Accessible: 24/7

User Id: tdsbstudent

Password: tdsb



OSSD - Diploma Requirements

Diploma Requirements	
Compulsory Credits	
English	4
French as a Second Language	1
Mathematics	3
Science	2
Canadian history	1
Canadian geography	1
The Arts	1
Health and Physical Education	1
Civics	0.5
Career Studies	0.5
GROUP A Choose 1 of the following: English, third language, social sciences and the humanities, Canadian and world studies, guidance and career education, or cooperative education*	1
GROUP B Choose 1 of the following: Health and physical education, the arts, business studies, or cooperative education*	1
GROUP C Choose 1 of the following: Additional science, technological education, or cooperative education*	1
Total Compulsory Credits	18
Total Optional Credits	12
Community Involvement (40 hours)	(40 hours)
Provincial Literacy Requirement	Successfully Completed
Total Credits Required for Graduation	30

* a maximum of 2 credits in cooperative education can count as compulsory credits.

Telephone Numbers of Interest

AIDS and Sexual Health Hotline	416-392-2437
Alcohol and Drug Addiction Research Foundation	416-595-6111
Al-Anon/Alateen (for youth with alcoholic parents)	416-410-3809
Black Youth Helpline	416-285-9944
Children's Aid (Metro)	416-924-4646
Catholic Children's Aid	416-395-1500
Crisis Response Unit Scarborough/East York	416-289-2434
Distress Centre	416-408-4357
East Metro Youth Services	416-438-3697
Foodlink Hotline	416-392-6655
Kids Help Phone	1- 800-668-6868
Lesbian, Gay and Bisexual Youthline	1- 800-268-9688
Oolagen Community Services	416-395-0660
Rape Crisis Centre (Leave message for counsellor)	416- 597-8808
Rouge Valley/Centenary Health Centre	416-208-0131
Scarborough Area Youth Employment Service	416-609-9622
Scarborough Community Legal Service	416-438-7182
Scarborough General Hospital	416-438-2911
Scarborough Grace Hospital	416-495-2400
Sexual Assault Centre	416-495-2555
Scarborough Human Resources Centre (Jobs)	416-285-6858
Second Base (Scarborough Youth Shelter)	416-261-2733
Sexual Assault and Domestic Violence Care Centre (16+)	416-323-6040
Sunnybrook & Women's College Health Centres	416-323-6400
Sheena's Place (Eating Disorders)	416-927-8900
Street Helpline	1-866-392-3777
The Association of Parent Support Groups	1-800-488-5666
Toronto Public Health	416-338-7600
Tropicana Community Services	416-439-9009
YMCA Youth Substance Abuse	416-504-1710
Youth Employment Hotline	416-326-5656