



# London South Collegiate Institute

Student Handbook  
2023-2024

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Principal: M. Sullivan  
Vice-Principal: K. Masson

## OUR MISSION

South Collegiate Institute is a kind, caring, learning community, committed to a collaborative system of support for student success. In developing the full potential of all students, we maintain high standards and expectations. We value integrity, respect, safety, diversity, civic responsibility, persistence, and the pursuit of excellence.

## OUR BACKGROUND

South Collegiate Institute opened in 1922 at a site near Victoria Public School on Askin Street. The first Principal was Mr. Everton Miller, and the school consisted of 290 students, 10 teachers and one secretary.

It was under the direction of the second Principal, Mr. T.S.H. Graham, that London South Collegiate Institute moved to our current location and had its official opening in 1928.

Since the school's inception, students and staff have been dedicated to creating and maintaining South's strong tradition of excellence. The first students could be heard making their daily pledge, **"We're here to win the day for the Garnet & Gray, and to London South we pledge allegiance now"**.

The South environment is energetic and friendly, caring, and creative, and challenging and co-operative. Every student is expected to develop a sense of service and self-discipline, a healthy respect for the rights of others and a positive attitude towards learning and growth. The relationship between students and staff, and between the school and parents, is professional, congenial, and based on mutual respect.

## DAILY SCHEDULE

School day starts at 8:15 a.m. and ends at 2:25 p.m.

<b>Period</b>	<b>Regular Day</b>	<b>Assembly Day AM</b>	<b>Assembly Day PM</b>
<b>Warning Bell</b>	8:10	8:10	8:10
<b>Period 1</b> <i>Includes opening exercises &amp; announcements</i>	8:15 -9:30	Class 8:15 AM-9:00 Assembly 9:00-9:30	8:15-9:30
<b>Period 2</b>	9:35 -10:50	Assembly 9:40-10:10 Class 10:10-10:50	9:35 -10:50
<b>Lunch</b>	10:50 -11:45	10:50 -11:45	10:50 -11:45
<b>Period 3</b>	11:50 -1:05	11:50-1:05	Class 11:50-12:35 Assembly 12:35-1:05
<b>Period 4</b>	1:10 -2:25	1:10-2:25	Assembly 1:15-1:45 Class 1:45-2:25

## ATTENDANCE/LATE PROCEDURES

Credits are granted for the successful completion of a course that is 110 hours in length. The school makes every effort to maintain good communication with parents/guardians about student attendance through calls home from teachers or administration, or through the School Messenger message system. As a parent/guardian, you can track student attendance through the Parent Portal. The Parent Portal is available through the website. [Parent Portal \(tvdsb.ca\)](http://www.tvdsb.ca/parentportal) The following guidelines outline the attendance/late procedures used at South Collegiate Institute:

### IF YOU ARE LATE:

If you arrive late by more than 10 minutes, go to the office before going to class.

If you are **ABSENT**: A parent/guardian must inform the school using 'School Messenger' found at [www.tvdsb.ca/schoolmessenger](http://www.tvdsb.ca/schoolmessenger). Parents/guardians who do not have access to a computer can access the system by calling 1-844-305-3756 (toll free) to report absences. If there is no communication with the school, then the student is considered truant. Truancy on the date of a test or assignment may result in a grade of zero.

Up to 5 absences teacher calls home; conference with student,

At 10 absences Vice-Principal will call home.

At 15 absences referral to Social Worker/Attendance Counsellor and removal from course

School related absences (e.g. Field Trips) will not be counted in this total. Extended illnesses or medical conditions must be documented by medical certificates. Students will be removed from a course only after parental contact and a careful review of the absences.

## SIGNING OUT

Students are expected to be in class. If a parent signs them out for an appointment, they are expected to leave school property for that appointment with their parent/guardian or on their own, as appropriate. Parents cannot sign students out of class to access time to study or use other school facilities. This is considered truancy if it occurs without teacher/administrator involvement. Students over the age of 18 who sign themselves out of class, similarly, will be off property once signed out.

**TO BE REVIEWED 2023-2024**

**SOUTH COLLEGIATE INSTITUTE CODE OF CONDUCT**

CODE OF CONDUCT	
<p><i>A safe school is conducive to learning and teaching within an environment that promotes responsibility, respect and academic excellence. (Ministry of Education, 2001)</i></p> <p><i>All students, parents, teachers and staff have the right to be safe, and feel safe, in their school community. With this right, comes the responsibility to be law-abiding citizens and to be accountable for actions that put at risk the safety of others or oneself. The TVDSB Code of Conduct and our school code of conduct include the provincial standards of behaviour. It specifies the mandatory consequences for student actions that do not comply with these standards. The standards of behaviour apply not only to students, but also to all school members, parents/guardians, volunteers, teachers and other staff members - whether they are on school property, on buses or at school-authorized events or activities. Students can also be held accountable for violations of the Code of Conduct that take place off school property.</i></p>	
Expected Behaviours	Reasons
<p><b>Assemblies</b></p> <ul style="list-style-type: none"> <li>● students are expected to attend assemblies with their teacher and class and sit in assigned areas</li> <li>● regardless of the type of program, courtesy demands that all students be respectful and appreciative. Talking, whispering, booing, using electronic devices etc. are not permitted</li> </ul>	<ul style="list-style-type: none"> <li>● Assemblies are an extension of the learning experience at South and are designed to be educational as well as entertaining.</li> <li>● all students are expected to share and benefit from these experiences</li> </ul>
<p><b>Punctuality</b> - students are expected to attend all classes and be on time</p>	<p>regular attendance is a required component for course completion and success</p>
<p><b>Buses</b></p> <ul style="list-style-type: none"> <li>● observe rules posted on each bus and demonstrate respectful behaviour towards the driver</li> <li>● follow school rules while on bus</li> </ul>	<ul style="list-style-type: none"> <li>● students and employees have the right to a safe, positive, non- threatening environment while traveling to and from school.</li> </ul>
<p><b>Dress Code</b></p> <ul style="list-style-type: none"> <li>● Refer to pages 6&amp;7 of the dress code guidelines</li> </ul>	<ul style="list-style-type: none"> <li>● appearance and behavior reflect good judgement and respect for oneself and others</li> <li>● to follow safe schools' policy</li> <li>● <a href="#">TVDSB Dress Guidelines</a></li> </ul>
<p><b>Cell Phones</b></p> <ul style="list-style-type: none"> <li>● Cell phones are to be used for <b>educational purposes only in the classroom.</b></li> <li>● Each teacher will clearly outline their rules/expectations for cell phone use in the classroom.</li> </ul>	<p>Ministry of Education Cell Phone Policy as of November 4, 2019</p> <p><i>All members of the school community must:</i></p> <p><i>Respect the need of others to work in an environment that is conducive to learning and teaching, including by ensuring that cell phones and other personal mobile devices are used only during instructional time (as directed by an educator), for health and medical purposes and/or to support special education needs.</i></p>
<p><b>Drugs, Tobacco, Vaping &amp; Alcohol</b></p> <ul style="list-style-type: none"> <li>● the possession, distribution and/or use of alcohol, marijuana, or illicit drugs is NOT permitted</li> <li>● the possession of drug paraphernalia is NOT permitted</li> <li>● smoking and/or the use of tobacco-related products such as chewing tobacco are not allowed on school property</li> <li>● vaping is not allowed on school property</li> </ul>	<ul style="list-style-type: none"> <li>● to discourage the use of illegal drugs which are dangerous to health and can lead to behavior that is detrimental to the tone and safety of the school</li> <li>● to promote healthy living</li> <li>● The <b>Tobacco Control Act</b> prohibits smoking by anybody on school property at any time. Offenders may be charged under the act by the Tobacco Enforcement Officer</li> </ul>
<p><b>Eating/Drinking &amp; Cafeteria Etiquette</b></p> <ul style="list-style-type: none"> <li>● Students may consume food and drink in the cafeteria, halls or outside the school &amp; garbage deposited in garbage cans/recycling bins</li> </ul>	<ul style="list-style-type: none"> <li>● to encourage a safe clean and tidy environment in all areas of the school inside and outside</li> </ul>

## GENERAL INFORMATION ABOUT SOUTH

**ACCIDENTS** - must be reported to the Principal within 48 hours using an *Incident Report* form (available in the Main Office). The *Student Insurance Plan is available electronically* at <https://www.studyinsuredstudentaccident.com/>, <https://insuremykids.com> and provides supplemental coverage to OHIP and is recommended for all students, especially those who participate in competitive sports. Claims must be sent to the insurance company.

**ANNOUNCEMENTS** - to be made over the P.A. before period 1 and must be approved/signed by the appropriate advisor/coach. Students must listen carefully to the announcements. Announcements are also posted on the school TV, bulletin boards and social media.

**Note:** Announcements or posters advertising non-school events are not allowed without an administrator's initials which authorize such advertisements.

### **AWARDS**

Numerous awards are available and recognized in ceremonies each year. Awards ceremony for undergraduates and Commencement for graduates.

### **Subject Awards**

All subject awards are determined by each department and are based on the criteria of quality of daily work; participation and general attitude; creativity and originality of projects, seminars and presentations, test and evaluations.

### **Staff Honours Awards**

- Grade 9: 8 courses with an average of 80%
- Grade 10: 8 courses with an average of 80%
- Grade 11: 7 courses with an average of 80%
- Grade 12: 6 courses with an average of 80%

In all cases, the courses must have been completed at South in the previous year, must have been at grade level or above and must have been the first time the courses were taken.

### **Additional Awards**

These are determined from nominations submitted by teachers, advisors and peers and recognize achievement in extracurricular activities, citizenship, improvement and overcoming difficulties. Information is available through Student Services.

**CAFETERIA** - hours are from 7:30 a.m. until 11:50 am. All garbage must be placed in the proper disposal units.

### **COMPUTER USE**

The use of South computers, network and licensed software as well as access to the Internet using Board equipment must be in support of education and educational research and be consistent with the educational objectives of the Thames Valley District School Board.

Each student, parent or guardian must acknowledge the *Computer Use Agreement* form which is available on the parent portal before a student will gain access to a South Collegiate computer. Students must adhere to the terms outlined in this agreement.

### **DANCE RULES**

- A South student may bring only one guest to a school dance. South Student must accompany their guest and be responsible for them during the entire evening. A guest pass must be purchased and the guest list signed before the dance. Guest must bring their guest passes to the dance. Guest passes will be sold at lunches by Student's Council (No more than 50 will be sold, without permission of the principal.) Guest must show photo identification, such as a student card or driver's license.

- Students are completely responsible for their conduct while at the dances. Students under the influence of alcohol or drugs can expect to be suspended from school and may be barred from future dances for a period or time. Parents will be called if drugs or alcohol are detected. The police may also be involved.
- Students are not allowed to return to the dance once they have left.
- Students are allowed only in the cafeteria, main hallway, washroom, and gymnasium. The main door is the only door for entry. Lockers are out of bounds.
- Smoking and or vaping are not allowed.
- LATE ARRIVALS- The door will be locked at predetermined time. Only students holding a late pass will be admitted.
- Each South student should have their **student activity card** to be admitted. Students who have forgotten their card will have their name checked on a master list, and they must be verified by a teacher before being admitted to the dance. Repeat offenders may not be permitted.
- A mandatory coat and purse check will be provided.
- Neither South Collegiate Institute nor the Students' Council is liable for anything lost or stolen at the dance.

### EVALUATION

- The TVDSB determines Assessment and Evaluation policy under which all students at South will be evaluated. This policy aligns directly with the 'Growing Success' Ministry of Education document. Please see the accompanying link for further details on [Growing Success: Assessment, Evaluation and Reporting in Ontario Schools, First Edition, Covering Grades 1 to 12, 2010 \(gov.on.ca\)](#) and the TVDSB Assessment & Evaluation Policy (2023).

### EXTRA-CURRICULAR EXPECTATIONS – ATHLETICS

In order to participate and remain eligible for school teams, a student must:

- Be registered in a minimum of three classes and maintain good standing in these classes during the semester of the sport.
- Display conduct and behaviour that represents the ideals of South Collegiate Institute's code of student behaviour.
- Attend classes on the day of an athlete contest.
- Must pay all athletic/student/varsity/uniform fees before playing their first regular season game.
- Regular attendance is expected in all classes to practice with and play on a school team. **Failure to do so can lead to a game suspension or removal from the team.**
- Maintain satisfactory academic standards
- Become familiar with the rules of the game
- Be generous in winning and graceful in losing
- Demonstrate such qualities of sportsmanship as fair play, self-discipline, pride, team spirit and leadership, be respectful towards coaches and officials at all times
- Be physically fit for any game, and report any injury to the coach at an appropriate time
- Realize that the field of play is an extension of the classroom, and that as a result, fighting and swearing are unacceptable in athletic competition
- Understand that student athletes are expected to "play clean" and that all performance enhancing substances are forbidden

### Transfer Students

All students who have transferred to South from another secondary school are **ineligible to play high school sports until they have completed an application for eligibility and been accepted by a transfer committee**. These forms are available from the Athletic Director

**EXTRA-CURRICULAR CLUBS/ ORGANIZATIONS**

Clubs & Organizations	Months
Band	All year
Cancer Campaign	April
Choir	All year
Creative Writing Club	All Year
Drama Council	All year
Equity Committee	All year
Fly Girlz Dance Club	TBA
Garnet Club	All year
Geography Contests	All year
Healthier Lifestyle Committee	All year
Improvisation Club	All year
Math Contests	Oct. to Apr.
Peer Helpers	All year
Pride Alliance	All year
Reach for the Top	Sept. to Apr.
Relay for Life	March to June
Safe Schools Committee	All year
School Show	Sept. to Apr.
Science Olympics	Apr. & May
Stage Crew	All year
STEM Club	TBA
Students' Council	All year
MSA Muslim student Assoc.	All Year
BSU Black Student Union	All Year
DECA	All Year
Mental Health	All Year
Art Club	All Year
Badminton Club	All Year
Garden Club	All Year



## **EXTRA-CURRICULAR SPORTS**

Teams & Organizations	Active Months	Who May Participate
Basketball: Sr. Girls	Sept. to Nov.	Females under 20 as of Sept. 1
Basketball Jr. Girls	Sept. to Nov.	Females under 16 as of Sept. 1
Cross-Country	Sept. to Nov.	All students
Football Junior	Sept. to Nov.	Students under 16 as of Sept.1
Football Senior	Sept. to Nov.	Students under 20 as of Sept. 1
Golf	Sept. & may	Any student
Volleyball: Sr. Boys	Sept. to Nov.	Males under 20 as of Sept.1
Volleyball: Jr. Boys	Sept. to Nov.	Males under 16 as of Sept. 1
Badminton Club	Oct. to May	Any student
Basketball: Sr. Boys	Nov. to Feb.	Males under 20 as of Sept. 1
Basketball: Jr. Boys	Nov. to Feb.	Males under 16 as of Sept. 1
Curling – Boys & girls	Nov. to Mar.	Any student
Hockey – Boys	Nov. to Mar.	Any student
Hockey – Girls	Nov. to Mar.	Any student
Volleyball: Sr. Girls	Dec. to Feb.	Females under 20 as of Sept. 1
Volleyball: Jr. Girls	Dec. to Feb.	Females under 16 as of Sept. 1
Swimming	Dec. to Feb.	All swimmers
Badminton: Jr. & Sr.	Feb. to May	Any student
Track & Field	Mar. to May	Any student
Soccer (Sr.) Boys & Girls	Apr. to May	Any student
Tennis	Apr. to May	Any student
Rugby – Girls	Apr. to May	Females under 20 as of Sept. 1
Baseball	TBA	

**FEES** – There will be no fees or cost charged to students to participate in the regular day school program. Fees may be charged when the student chooses to upgrade the material or when the purchase of material is optional. It is recognized there may be optional resources that students may purchase to enhance their program e.g., field trips, upgrading materials in courses such as construction technology and visual arts.

Students are expected to bring materials with them for their own personal note taking (e.g., pencils, pens, paper, binder). Students are expected, if they are taking Physical Education, to wear appropriate attire. Any student can speak to a teacher or office staff if assistance is needed to obtain supplies for school.

**STUDENT ACTIVITY FEE \$25.00.** This fee supplements the cost of school wide special events put on by student council and administration, orientation activities, healthy school initiatives, extra-curricular sports activities, and student recognition. Students will be issued a Student Activity Card as soon as they are received from the photographer. A Student Card is also required to participate in co-curricular activities and sign out library materials. Students involved in co-instructional teams, groups and clubs will be made aware of any additional fund-raising obligations or participation fees prior to making a commitment to participate.

**STUDENT CARDS** - students who pay their activity fee and have their photo taken will receive an identification card. The card provides the following:

- access to the automated library system at South
- admission to events at South

**STUDENT ATHLETIC FEE \$TBA.** This fee is paid by students who participate in school sports teams. The fee supplements the cost of the year end banquet meal, awards, and the Varsity Athletic T-shirt. Team coaches will provide further information to team members.

### **GUESTS**

According to The Trespass to Property Act, offences are committed when a person who has no legal right to do so enters on school property, and when a person does not leave the school immediately after being directed to do so. Permission from the Principal or Vice-principal gives legal right. We must always know who is in our school and why. ***Remember, this law applies when you visit another school.***

**HOMEWORK** - is assigned work, usually completed outside of class time. Homework is assigned to apply and reinforce skills developed in the classroom, to prepare for tests and examinations, and to develop good work habits. **The amount of homework assigned will follow the TVDSB homework policy.**

### **LIBRARY/LEARNING COMMONS –**

Most books are available for loan for three weeks and can be renewed. Reference material does not circulate, and some material is on overnight loan only. There are no fees for taking out books; however, there is a replacement cost if books are lost. Students have a date due card in the back of the book, and this will be their only reminder of the day the borrowed book is to be returned to the library. To ensure effective use, the following policies apply:

- books may be signed out for a three-week period. A.V. resources, vertical file material and back issues of magazines may be borrowed for one day; materials may be renewed once, provided they are returned on time
- when borrowing materials, students must provide identification; a student card is the best way to provide identification as well as facilitate the processing of computerized library materials
- since students use this area to work, study or read, a quiet atmosphere is expected and encouraged. Study carrels are available for individual use.
- computers located in the Resource Centre are subject to the rules listed within the Computer use Agreement

**LOCKERS** - are assigned on the first day of school by homeroom teachers. Dudley locks can be purchased on School Cash online for \$9.00. The lock combination must be kept on file at the main office; however, for your own protection, do not disclose your lock combination to anyone else. You must use the locker to which you are assigned.

**LOST AND FOUND** - the school cannot assume responsibility for lost articles. Students should have their names on books and gym equipment, and bicycles should be locked securely. **All *lost and found* items** should be placed in bin located in front lobby.

**NIGHT SCHOOL** - day school students who wish to take a night school course should speak with their Guidance Counselor to make arrangements.

### **ONTARIO STUDENT RECORDS (OSR) -**

#### **STUDENTS:**

Every student has the right to have access to his or her OSR.

#### **PARENTS:**

The parents of a student have the right to have access to the student's OSR, until the student becomes an adult (age eighteen).

Under both the Children's Law Reform Act and the Divorce Act, 1985, the legal right of a non-custodial parent to have access to a

child includes the right to make inquiries and to be given information concerning the child's health, education, and welfare.

Parents/Guardians/Students (Over 18) are required to make an appointment with the Principal in order to access the OSR.

**STUDENT SERVICE PROGRAMS** - programs to assist students with their educational and career plans are offered by both the Guidance and Special Education departments located in the Student Services area adjacent to the office.

### ***GUIDANCE DEPARTMENT SERVICES***

- individual/group counseling to meet educational, career and personal needs
- interest testing / career portfolio system
- group presentations re post-secondary education and career planning
- assistance with secondary and post-secondary registrations
- provide scholarship, OSAP and financial information
- provide volunteer and community service information
- referrals for alternative education programs
- referrals for specific difficulties
- maintenance of a Career Centre
- maintenance of each student's O.S.R. (Ontario School Record); i.e., reports, course changes, transcripts and certificates of transfer
- references for employment and testimonials (via the principal's office) *for bursaries and scholarships*

### ***SPECIAL EDUCATION DEPARTMENT SERVICES***

- Support, development and implementation of Individual Education Plan's (IEP).
- assistance to students so that they are able to learn more effectively; techniques such as providing information on reading, writing, study skills, memory aids, math skills, handwriting and organization strategies will be used.

### **MINIMUM COURSE LOAD** – Minimum credit required per grade are

- Grade 9, 10, 11 require 4 credits per semester OR 8 credits per year.
- Grade 12, require at least 3 credits per semester ONLY after a minimum 24 credits has been achieved.

### **ASSESSMENT & EVALUATION**

[https://www.tvdsb.ca/uploads/26/Doc\\_637895928222997139.pdf?ts=638248351931789502](https://www.tvdsb.ca/uploads/26/Doc_637895928222997139.pdf?ts=638248351931789502)

### **GUIDING PRINCIPLES:**

- **the primary purpose of assessment and evaluation is to improve student learning**
- assessment and evaluation should address both the process and products of student work with ongoing feedback

### **STUDENT RESPONSIBILITIES** – the student will:

- provide evidence of learning through completion and submission of all assigned tasks
- be expected to submit all assignments by the established due date
- in extenuating circumstances, request an extension from the teacher before the due date
- be responsible to discuss resolutions with the teacher when an assignment has been missed
- when an assignment or test was missed due to a legitimate absence, the **student must account for the absence with a parent note/call the day he/she returns to school**, and be prepared to write the missed assessment upon return

**The student should understand that failure to provide sufficient evidence of achievement of expectations will jeopardize the grade and/or course credit.**

### **ASSESSMENT “FOR”, “OF”, AND “AS” LEARNING:**

Teachers view “assessment” as the process of gathering information that accurately reflects how well a student is achieving the expectations of a particular subject or course. Assessment has three roles:

- providing students with feedback about their work (known as assessment **for** learning)
- helping students to set learning goals and monitor their own progress (known as assessment **as** learning)
- evaluation and reporting of progress in the form of grades or marks (known as assessment **of** learning)

Both ‘assessment **for** and **as** learning’ provide students with day-to-day feedback on their work and are far more valuable to the learning process than a final mark on a report card (an example of assessment of learning.)

### **Learning Skills**

The development of learning skills and work habits is an integral part of a student's learning. To the extent possible, however, the evaluation of learning skills and work habits, apart from any that may be included as part of a curriculum expectation in a subject or course, should not be considered in the determination of a student's grade. (Growing Success) Learning skills and work habits are grouped under the following headings:

- Responsibility
- Organization
- Independent Work
- Collaboration
- Initiative
- Self-regulation

### **Achievement Chart**

Assessment and evaluation will be based on the provincial curriculum expectations and the achievement levels outlined in the curriculum policy documents for each discipline. All courses will provide a balanced approach to assessment and evaluation, providing multiple opportunities for students to practice and demonstrate knowledge and skills over time. The four categories of knowledge and skills are:

- Knowledge/Understanding
- Thinking
- Communication
- Application

### **Late and Missed Assignments**

South C. I. will follow the revised TVDSB Assessment and Evaluation policy. This policy will be based on the Growing Success Ministry Document.

### **ACADEMIC DISHONESTY - CHEATING AND PLAGIARISM** (TVDSB A & E Policy)

Cheating is defined as "any effort to defraud, deceive, or elude someone else". Examples may include: taking a test or an examination in a dishonest way through improper access to answers, or giving or obtaining assistance without acknowledgement ([www.dictionary.com](http://www.dictionary.com)).

Plagiarism is defined as "an act of theft known by many names: cheating, borrowing, stealing or copying. Plagiarism is intentionally, or unintentionally, using another person's works or ideas and presenting these as [one's] own. It is a serious offence that may result in serious academic consequences." (On Your Own 2010, p. 41)

Plagiarism usually takes one of four forms:

1. Using a quotation or sentence verbatim (word for word) without citing the source;
2. Paraphrasing another's ideas, style or language or restating those ideas in your own words, style and language without acknowledging the original source;
3. Submitting any work by another student and claiming it as your own (where both students are contributing to the act of plagiarism);
4. Using without acknowledging the original source: diagrams, charts, internet graphics, questionnaires, etc. (On Your Own 2010, p.41)
5. Using ChatGPT or AI to create a product.

Consequences and Action Taken in cases of Cheating and/or Plagiarism:

- Parents/Guardians will be contacted.
- The Department Head and Administration will be informed
- The incident will be documented and progressive discipline will apply to future infractions.
- Students may be asked to redo part/all of the assignment.
- Students may be asked to complete an alternate assignment.

- Students may lose marks or receive a mark of zero.

### **COMMUNICATION**

One of the most crucial aspects of the assessment and evaluation process is the communication of student achievement to students and parents on an ongoing basis. Teachers and parents are encouraged to maintain frequent and regular communication throughout the school year.

Effective communication of student achievement:

- involves a variety of formal and informal communications that are ongoing, clear, and meaningful
- provides clear learning expectations and assessment criteria
- describes student progress towards achieving the expectation of the Ontario Curriculum and provides specific questions for students, teachers and parents to plan for the improvement of learning
- includes student input and self-assessment
- publicly reports district national, and international test results as applicable and as directed by the EQAO and the Board
- enhances the teaching and the learning process

***PRE-ARRANGED ABSENCES*** - Students who know they will be absent for a scheduled evaluation must make alternate arrangements in advance (i.e. for field trips, sporting events, appointments, etc.). A parent (or student, if 18) should contact the school if an evaluation is to be missed. Record absence in school messenger app. or call the attendance reporting line 1-844-305-3756.

### ***FULL DISCLOSURE REPORTING***

- If a student withdraws from a course after five (5) instructional days following the issue of the mid-semester report card, the withdrawal is recorded on the Ontario Student Transcript.

### **EXAMINATIONS**

To be determined within the Thames Valley District School Board Policy for 2023-2024

## **ONTARIO SECONDARY SCHOOL DIPLOMA REQUIREMENTS**

### **Compulsory Credits (total of 18)**

**Students must earn the following compulsory credits in order to obtain the Ontario Secondary School Diploma:**

4 credits in English (1 credit per grade)  
 3 credits in mathematics (1 credit in Grade 11 or 12)  
 2 credits in Science  
 1 credit in Canadian History  
 1 credit in Canadian Geography  
 1 credit in the Arts  
 1 credit in Health and Physical Education  
 1 credit in French as a second language  
 .5 credit in Civics  
 .5 credit in Career Studies

**Plus one credit from each of the following groups:**

1 additional credit (group 1): additional credit in English, or French as a second language, or a Native language, or a classical or an international language, or social sciences and the humanities, or Canadian and world studies, or First Nations, Metis and Inuit Studies, or guidance and career education, or cooperative education\*

1 additional credit (group 2): additional credit in health and physical education, or the arts, or business studies, or French as a second language\*, or cooperative education\*

1 additional credit (group 3): additional credit in science (Grade 11 or 12), or technological education, or French as a second language\*, or computer studies, or cooperative education\*

**In addition to the compulsory credits, students must complete:**

- 12 optional credits
- 20 hours of community involvement activities 2021/2022 only
- successful completion of the Ontario Literacy Test (OSSLT) or the Ontario Literacy Course

**Ontario Secondary School Certificate.**

- **7 required compulsory credits**
- **7 optional credits**

#### **Certificate of Accomplishment**

Students who leave school before fulfilling the requirements for the Ontario Secondary School Diploma (OSSD) or the Ontario Secondary School Certificate may be granted a Certificate of Accomplishment (OSSC). This certificate may be a useful means of recognizing achievement for students who plan to take certain vocational programs or other kinds of further training, or who plan to find employment after leaving secondary school.

## **Community and School Resources**

#### **Middlesex-London health Unit – Public Health Nurse at South**

Did you know there is a Public Health Nurse in most high schools? The Public Health nurse can provide free individual and confidential health advice on various health topics including Sexual Health, Relationships, Substance Use, Healthy Eating, Physical Activity and Mental Health Promotion. To find out who the Public Health Nurse is in your school visit: <https://www.healthunit.com/public-health-at-your-school>

On Thursdays, the PHN is available for appointments.

#### **Community Resources**

Please visit the [www.tvdsb.ca](http://www.tvdsb.ca), Parents, Mental Health and Well Being, Resources for current information.