

# Seycove Secondary at sáyəmətən



## Grade 8 Transition Guide 2023-2024

**This is an important notice. Please have it translated.**

این یک اعلامیه مهم است. لطفاً ترجمه کنید.

이것은 중요한 통지입니다. 번역 해주세요.

這是重要的通知。請翻譯一下。

Ceci est un avis important. Veuillez le traduire.

## WELCOME TO SEYCOVE

We are looking forward to having our students join us in September 2023. Starting at a new school is an exciting time for students and their parents/guardians. Students typically look forward to a new school, new friends, and new opportunities, and are quite hopeful and confident in their abilities to cope with the changes that a new school brings. While most students' perceptions of this life transition are positive, it is also quite normal for students and parents/guardians to express worry and unease about the transition. The purpose of this guide is to provide students and their parents/guardians with information and resources that will help ease the anticipation of transitioning into high school here at Seycove. We look forward to working with you and your children in this next stage of their lives.

### ABOUT Seycove

Seycove Secondary School is a school of approximately 600 students with a teaching staff of 36 teachers. We are a vibrant, diverse learning community which develops empowered, innovative and compassionate learners who serve and lead with curiosity and integrity. The Seycove community strives to engage its members in opportunities for *collaborative* innovation and learning, to build and maintain purposeful *connections* and relationships, and to *create* a safe environment in which to develop citizens of integrity.

At Seycove, we believe in **C.L.A.S.S.**

**C**onsideration, **L**eadership, **A**chievement, **S**portsmanship and **S**cholarship are achieved through the support and cooperation of staff, students and community.

- We encourage all individuals to have pride in their uniqueness and in their accomplishments;
- We respect the rights and property of others;
- We attend school, are punctual and are prepared to work to the best of our abilities;
- We contribute in a positive manner to establish and maintain a safe and healthy environment for all to learn and succeed;
- We conduct ourselves in a manner that brings credit to ourselves and the school;
- We appreciate and understand the differences of others including those of gender, race and cultural background.

We are committed to an orderly and positive school climate at Seycove Secondary. We believe that such a climate is the base upon which we have effective teaching and learning. Our [Code of Conduct](#) is an important part of this climate and describes expectations for student behaviour.

## SEYCOVE SECONDARY SCHOOL CONTACT INFORMATION

### ADMINISTRATION

Ms. Sarah Best – Principal & Grade 11-12 Administrator [sbest@sd44.ca](mailto:sbest@sd44.ca)  
 Ms. Kimberley Jung – Vice-Principal & Grade 8-10 Administrator [kjung@sd44.ca](mailto:kjung@sd44.ca)

### COUNSELLORS

Ms. Ruby Willems – Grade 8, 10, and Grade 12 (Last names L-Z) [rwillems@sd44.ca](mailto:rwillems@sd44.ca)  
 Ms. Margie Arnold - Grade 9, 11 and Grade 12 (Last Names A-K) [marnold@sd44.ca](mailto:marnold@sd44.ca)  
 Mr. Ryan Earl- International Students [rearl@sd44.ca](mailto:rearl@sd44.ca)

### TEACHERS

A current list of all of our teachers, their e-mail addresses, and their class websites can be found on our school website ([click here](#)).

## COMMUNICATION & ACCESSING INFORMATION

### COMMUNICATION

In order to provide families and students with timely and accurate information, Seycove utilizes several methods of communication. We regularly send out targeted emails, aimed at specific grades or programs, providing families with information pertaining to their particular student(s). Students will also be sent messages in their Grade Teams on Microsoft Teams, and teachers may also contact students directly through MS Teams or via their NVSD student e-mail address.

**The most up to date source of information is posted to our website**, which is constantly being updated with everything from up-coming events and deadlines, to contact information for staff and staff websites.

Our Website:

<https://www.sd44.ca/school/seycove/Pages/default.aspx#/=>

Please Subscribe to our Seycove School Calender:

<https://www.sd44.ca/school/seycove/Calendar/calendar.aspx#/=>

Course offerings and programing information is posted to the “Courses & Programs” page:

<https://www.sd44.ca/school/seycove/Students/courseprogramming/Pages/default.aspx#/=>

## FIRST DAY OF SCHOOL

Typically, on the first day of school students report to the gym by Grade for a welcome assembly with their Grade counsellor and administrator. Students will then report to their homeroom to be given their timetable for the year. An extended homeroom routine is offered for our Grade 8s on opening day to help them get acquainted with their new surroundings at Seycove. Students will also receive their locker information, agenda and schedule for the year in their homeroom. Grade 12 Ambassadors will be on hand to help our Grade 8s find and open their lockers, and locate their classes which will begin on Wednesday, September 7<sup>th</sup>. Please see the Opening Week Schedule emailed home to families.

## CURRICULUM

### GRADE 8

Our Grade 8 students are expected to take a wide range of academic and elective courses throughout the school year. All Grade 8 students take the following courses:

| Grade 8 Program                                          | Grade 8 PLP Program           |
|----------------------------------------------------------|-------------------------------|
| English Language Arts 8                                  | Humanities 8: English         |
| Social Studies 8                                         | Humanities 8: Social Studies  |
| French 8                                                 | French 8                      |
| Science 8                                                | Scimatics: Science 8          |
| Mathematics 8                                            | Scimatics: Mathematics 8      |
| Physical & Health Education 8                            | Physical & Health Education 8 |
| Elective Rotation 1<br>Careers, Woodwork, Foods          | Maker 8                       |
| Elective Rotation 2<br>Textiles, Drama, Art, Engineering | Elective Rotation 2           |

### GRADE 9 – 12


Our Grade 9-12 students are provided with a wider variety of course options as more electives become available in their senior years. It is important for students to consult with parents and counsellors to ensure that they meet provincial graduation requirements, as well as any entrance requirements for Post-Secondary institutions.

## TIMETABLE

Seycove will be operating on the Semester System during the 2023-2024 school year. Students will complete four courses in each semester before moving on to new courses in Semester 2. While the pace of learning in a Semester System is accelerated from a Linear (whole year) System, it does allow students to focus on only four courses at a time rather than the eight courses of a linear system.

## SCHEDULE AND BELL TIMES

In the Semester System each day is divided into four 70 minute classes, with a dedicated 41 minutes of tutorial at the beginning of each day, and 60 minute lunch. Each morning from 8:30am to 9:12am is tutorial time where students can meet with their teachers for extra help, tutorials, or catch up on outstanding work and assessments.

|  | Semester 1 |         |           |          |                    | Semester 2 |         |           |          |        | Late Start Wednesday                |
|-----------------------------------------------------------------------------------|------------|---------|-----------|----------|--------------------|------------|---------|-----------|----------|--------|-------------------------------------|
|                                                                                   | Monday     | Tuesday | Wednesday | Thursday | Friday             | Monday     | Tuesday | Wednesday | Thursday | Friday |                                     |
| Tutorial Time<br>8:31-9:10 AM                                                     |            |         |           |          |                    |            |         |           |          |        | Staff Collaboration<br>8:31-9:50 AM |
| 9:10-10:20 AM                                                                     | 1          | 2       | 3         | 1        | 2                  | 5          | 6       | 7         | 5        | 6      | 3 or 7<br>9:50-10:50 AM             |
| Transition                                                                        |            |         |           |          |                    |            |         |           |          |        | Transition                          |
| 10:25-11:35 AM                                                                    | 2          | 3       | 1         | 2        | 3                  | 6          | 7       | 5         | 6        | 7      | 1 or 5<br>10:55-11:55 PM            |
| Transition                                                                        |            |         |           |          |                    |            |         |           |          |        | Transition                          |
| 11:40-12:50 PM                                                                    | 3          | 1       | 2         | 3        | 1                  | 7          | 5       | 6         | 7        | 5      | 2 or 6<br>12:00-1:00 PM             |
| 12:50-1:50 PM                                                                     | LUNCH      |         |           |          |                    | LUNCH      |         |           |          |        | LUNCH<br>1:00-2:00 PM               |
| 1:50-3:00 PM                                                                      | 4          | 4       | 4         | 4        | 4                  | 8          | 8       | 8         | 8        | 8      | 4 or 8<br>2:00-3:00 PM              |
| Late Start Wednesday Dates:                                                       |            |         |           |          | September 27, 2023 | 3,1,2,4    |         |           |          |        |                                     |
| ( 4 per year )                                                                    |            |         |           |          | October 25, 2023   | 3,1,2,4    |         |           |          |        |                                     |
|                                                                                   |            |         |           |          | February 28, 2024  | 7,5,6,8    |         |           |          |        |                                     |
|                                                                                   |            |         |           |          | April 24, 2024     | 7,5,6,8    |         |           |          |        |                                     |

# 2023-2024

## UPCOMING SEYCOVE EVENTS FOR GRADE 8 STUDENTS & PARENTS

**Thursday, September 7<sup>th</sup> 7:00pm – Grade 8 Parent Night and Retreat Meeting**

Seycove will be hosting a *Grade 8 Parent Night* on **Thursday, September 7<sup>th</sup> at 7:00pm** in the Seycove Cafeteria. We will outline our school goals, processes and student expectations at Seycove so that we can work in concert with parents to support student success. The agenda for this meeting will mirror the presentation made to Grade 8 students at their grade assembly, therefore students do not need to be in attendance for this evening meeting.

## EXTRA CURRICULAR

Joining an extracurricular club, team or group is a great way to have fun, meet new people, and gain and improve skills. Students who are involved in extra-curricular activities often succeed further academically and they enjoy their high school more thoroughly. Extracurricular activities play an important role in the “whole school” experience. At Seycove, students have the opportunity to choose from a wide range of extracurricular activities, that meet a variety of student interests. We are proud of our extracurricular opportunities and hope that Grade 8 students choose to become involved with many of these diverse activities.

### CLUBS

Seycove students have the option to join a wide variety of clubs covering many topics and interests. Membership in a club, a team or a volunteer group, can enhance a student’s experience during their high school years. The benefits are endless - from making multi-grade friends, to helping our community thrive, to just having fun.

See the “Clubs” page on our website for more information on which clubs are offered at Seycove, when they meet, and who to contact for more information. Don’t see a club you are interested in? Consider starting one!

<https://www.sd44.ca/school/seycove/Students/clubs/Pages/default.aspx#/=>

### SPORTS

In a typical year Seycove offers a wide range of sports at both the Junior and Senior levels for students enjoyment including: Field Hockey, Cross Country, Boys Soccer, Girls Soccer, Ski/Snowboarding Volleyball, Swimming, Badminton, Mountain Biking, Ultimate, Track & Field, and Golf.

|        | Sport           | Participants           |
|--------|-----------------|------------------------|
| Fall   | Cross-Country   | Boys & Girls           |
|        | Field Hockey    | Girls                  |
|        | Soccer          | Boys, Junior & Senior  |
|        | Volleyball      | Girls                  |
|        | Swimming        | Boys & Girls           |
| Winter | Basketball      | Boys & Girls           |
|        | Ski/Snowboard   | Boys & Girls           |
| Spring | Badminton       | Boys & Girls           |
|        | Golf            | Boys & Girls           |
|        | Mountain Biking | Boys & Girls           |
|        | Soccer          | Girls, Junior & Senior |
|        | Track & Field   | Boys & Girls           |
|        | Ultimate        | Boys & Girls           |
|        | Tennis          | Boys & Girls           |

<https://www.sd44.ca/school/seycove/ProgramsServices/athletics/Pages/default.aspx#/=>

For more information about the sports offered at Seycove, please contact our Athletic Director: Mr. P. Cardle [pcardle@sd44.ca](mailto:pcardle@sd44.ca)

## **LOCKERS**

Grade 8 students are assigned a locker (and lock) for their own use. It's important that students keep their lock combinations private and their valuables at home. The School is not responsible for lost or stolen personal items that students bring to school. Please remember that lockers are school property and administrators can check your locker at any time.

## **PHYSICAL EDUCATION**

Physical & Health Education is a component of the graduation requirements through to Grade 10. Students are required to have a change of clothes (PE strip) and athletic shoes every class. Be prepared to go outside—students often bring sweatshirts and sweatpants, in addition to shorts and t-shirts for their PE strip. Students must bring their own lock to use with the PE lockers in the change rooms. Students must remove their lock at the end of each class to make room for the next group.

## **LUNCH**

Students have many different options for lunch. Whether you bring a lunch from home or buy a lunch from the cafeteria, students can eat in our cafeteria, any of the open classrooms, hallways or even outside on nice days. Students also have the flexibility of leaving the school and grounds for lunch. Many activities are also happening at lunch. Students are encouraged to join these extracurricular opportunities.

## **SCHOOL SUPPLIES**

On the first day, students should bring basic supplies such as binders, dividers, pens, pencils, and lined paper. Individual teachers will let students know on the first day of classes of any additional supplies specific to their class.

## **HOW IS SECONDARY SCHOOL DIFFERENT FROM ELEMENTARY SCHOOL?**

- Secondary School is a lot bigger than elementary schools.
- Students will have more than one teacher and will move to different classrooms and areas of the school over the course of the day.
- Teachers will have different requirements and expectations.
- Classes are longer than they were in elementary school—lasting 70 minutes per block.
- Secondary Schools have time between the bells and a lunch break each day, but no “recess.”
- Homework and workload expectations may increase from elementary school.
- Because Secondary Schools have bigger facilities and more resources, students are given opportunities to try more areas for exploration and development.
- As students progress through Secondary School, they will have more courses to choose from and more opportunities to tailor their school program to their interests and goals.
- There are usually more extracurricular activities than at the elementary schools.
- There is more independence and responsibility at Secondary School. Students are expected to be mature and responsible enough to handle the extra freedoms they are given.
- There are different kinds of school activities and events at Secondary School (social events, games, etc.).

## ATTENDANCE

At Seycove, we believe the essence of our educational programs occur in classrooms with students working with teachers and support staff. Explanations, clarifications, discussions, opportunities for feedback, group work, and other active classroom learning opportunities are invaluable components of an effective learning environment. Students who attend regularly have the best chance of learning and academic success. Those who do not attend, miss opportunities and are at greater risk of reduced academic performance. It is the students' responsibility to attend all classes.

There is a direct relationship between attendance and academic success in school. Students who are absent from class are responsible for obtaining and completing assignments missed. The school regularly checks attendance and will notify parents daily about irregular attendance or tardiness.

### ATTENDANCE PROCEDURES

Please call the Seycove Attendance Line at **(604) 903-3673 Extension 2** to report your child's absence. We do not accept attendance reporting via email.

When reporting your child's absence to the Main Office, please provide the following information:

- Last name of the student (please spell clearly)
- First name of the student
- Grade
- Date of absence
- The time the student will be absent. (E.g. "1st class of the day", "last class of the day", "morning / afternoon only", "all day")
- Reason: Excused, Appointment, Illness, Vacation etc.

NOTE: We do not record "may be in later" "will be in if he/she feels better".

Our callback system will inform all homes of students who have an unexcused absence in one or more classes during the day. Parents are encouraged to discuss the matter with their child and to contact the school with any concerns.

### Student Illness and Medical Appointments

Students who have medical appointments must provide a note or a parent phone call to the main office, check out at the office before they leave the school.

Students who become ill during the school day are required to **report to the Main Office to sign out.**

- The student will be permitted to go home only after staff has obtained parental permission. If no parent can be contacted, the student will be asked to remain at school under the care of staff.
- The school is not permitted to provide or administer medication to students without the written authorization of the family physician or parent/guardian.

### Late for School and Class

The School Act states that students are expected to be at school and in class on time. The school staff will use various strategies to encourage students to meet attendance and on-time expectations. Continued lates have a significant impact both on learning, progress, and social connection. Significant lates will be considered a refusal to abide by the School Code of Conduct and may result in escalating interventions. If a student is late to school, they report directly to their classroom.

### **Vacations During School Time**

While it is understood that some families may choose to vacation while school is in session, Seycove reminds families that absences will have a significant impact on student learning.

- Parents and students should avoid planning vacations during instructional time. Missed class time and learning opportunities cannot be replicated and some activities and assignments may not be possible to “make-up.”
- The school and teaching staff are not required to make special arrangements for missed work, quizzes and tests.
- Please inform both the Seycove Office via the Attendance Line and each of the students’ teachers of the absence dates.
- The responsibility for the decision to take a student out of school for vacation and the consequences that result, rest solely with the student and their parent / guardian.
- Students are required to be available to complete all assessments that are scheduled by teachers or the Ministry. For assessments, provisions are made only for those students involved in activities such as Provincial or National competitions and serious illness.
- Parents are asked to respect the school on this issue by ensuring family vacations are not organized prior to the last day of school on Thursday, June 29, 2023.

### **Field Trips**

A field trip is an optional privilege that may be offered in curricular and extra-curricular areas. To be eligible for privileges such as field trips, a student must be regularly attending all classes, following the Seycove Code of Conduct, and be maintaining an acceptable standard in all courses.

- Students attending a field trip are responsible for all missed work and must make arrangements for missed class time well in advance of the activity.
- In addition, students and parents should consider their year-long plans to minimize missed class time. A balance of activities such as sports activities, clubs, and field trips is essential over the course of a school year.

# PARENT PARTICIPATION

Seycove welcomes the active participation of its parents – spend time at the school, get to know the staff, attend your child’s extra-curricular activities, visit the school website, and read each newsletter which will be posted to the school website. Working together as a school community, we can give our young people a great start and ongoing support throughout their years at Seycove!

The most important way to stay in touch with the school is through email. Messages are sent this way, so it is critical that we have a current email address for each parent who wishes to receive correspondence.

## Volunteer Opportunities

Seycove’s many student events throughout the year often require the energy and assistance of parent volunteers. Ask your child if you can help with any extracurricular activities – whether it’s coaching or building sets for a theatre production– there’s always an opportunity for parents to get involved!

## Seycove Parent Advisory Council (PAC)

The transition to a new school is an important life event that affects different students in different ways. Students and their parents/guardians can be excited AND anxious; hopeful AND doubtful about entering a new school. Parents/guardians play a major role in ensuring a smooth transition to a new school. Indeed, a major protective factor for students during this major life change is family support and involvement in their school lives. The simplest way to get involved and find out what’s happening at the school is to attend Parent Advisory Council (PAC) meetings held monthly in the library, and visit the PAC page of the school website.

## Homework and Home Study Tips for Parents and Students

Homework can sometimes be a source of frustration between you and your teenager - here are some suggestions, which might help:

- Get to know the names and subjects taught by each of your child’s teachers.
- Attend meetings, parent-teacher interviews and participate in the Parent Advisory Council.
- Set aside a consistent period of time for studying or reviewing school work
- Set aside a consistent space free of distraction (i.e. dinning room table)
- Be a good listener and help to build problem-solving and self-advocacy skills.
- Connect with your child’s teacher to collaborate on how to support your child’s learning and social emotional wellness

## Who Are We?

All parents and guardians of students registered in the school are able to participate and are members of the PAC. The School Act gives parents the right, through Parent Advisory Councils (PACs), to provide feedback in their school. PAC is the officially recognized collective voice of parents of their school. A PAC, through its elected officers & adhering to the Constitution & Bylaws, may advise the school board, the principal and staff of the school respecting any matter relating to the education of the students and the school.

### What Do We Do?

1. Meet regularly and advise the school principal and staff on parents' views and feedback about school programs, policies, plans and activities.
2. Organize PAC activities and events and endeavour to provide parent education.
3. Encourage parent involvement in the school and support programs that promote parent involvement.
4. Communicate with parents and promote co-operation between the home and the school in providing support for the education of children.
5. Assist parents in accessing the system and to advocate on behalf of parents and students.
6. Provide financial support for the goals of the PAC, as determined by its membership through the money we receive from the BC Gaming Commission & the Teacher Wishlist
7. Advise and participate in the activities of the District Parent Advisory Council (DPAC) and the BC Confederation of Parent Advisory Councils (BCCPAC).

### How to Participate?

- Come to regular monthly meetings (the second Tuesday of each month at 7:00pm in the library)
- Become part of the executive – every May we elect new members
- Volunteer for sub committees
- Sign-Up for e-mail communication from the Seycove PAC at: [www.seycovepac.ca](http://www.seycovepac.ca)
- Email: [info@seycovepac.ca](mailto:info@seycovepac.ca)

### TIPS FOR PARENTS

- Talk to your child before the school year starts about the differences between their previous school and Seycove and what to expect.
- Attend our Parent Course Programming Evenings in January.
- Volunteer, meet teachers, attend school conferences or events and read school newsletters.
- Keep up to date about school activities and opportunities. Our website is updated regularly for students and parents/guardians. Subscribe to our School Calendar [here](#).
- Encourage your child to be involved in school activities. There are many activities during lunch and before/ after school (extra-curricular).
- Encourage the use of agendas or homework apps for homework and check them regularly for assignments, projects and tests.
- Set a regular time and place for homework to be done. Give and reinforce clear expectations.
- Work together with the school. If you have a question or concern about a class, make a phone call or send an email to the teacher. For other concerns contact your child's school counsellor or grade administrator.
- Encourage and model time management strategies. Help your child balance school work with their outside activities and interests.

### STUDENT TIPS FOR PARENTS

Excerpted from "Getting the Most Out of High School" by Linda O'Brien

- "Don't be overprotective, but do be involved in your child's life." ~Josh~
- "Make sure that you know how your child is doing in school, but don't pressure them too much." ~Sophia~
- "Go to your child's games or concerts or whatever. Sometimes we act like we don't care if you go, but we do." ~John~

- “Make sure they do their homework and that their attendance is good—they’ll appreciate it later.” ~Megan~
- “All high school kids make mistakes. Try to help your kids learn from their mistakes.” ~Owen~
- “Be supportive and be patient.” ~Greg~
- “Trust your children to make their own decisions, but let them know that you are there to help them.” ~Emily~

## STUDENT TIPS FOR STUDENTS

We asked some Grade 8 students what advice they would give new Grade 8 students:

- “Make sure that you stay organized and get your work done on time.”
- “Be yourself!”
- “Ask questions in class and talk to your teachers if you are having trouble. They want to help you.”
- “High school isn’t as scary as it may seem, so don’t worry yourself silly over the summer.”
- “Put aside time each day for homework and studying. Rushing at the last minute never works.”
- “Don’t panic if your friends aren’t in your classes ... you’ll meet new ones and you’ll see your old ones at lunch.”
- “Don’t be nervous about the big kids. They are just fluffy teddy bears.”
- “Join clubs and teams. It’s an awesome way to meet new people and feel good about your school and to have fun.”
- “Keep your locker organized and don’t tell anyone your combination.”
- “Pay attention in class and work during class time. It’s frustrating for others when people goof off and try and waste time.”
- “Be respectful of others in the school. That means act maturely, pick up after yourselves at lunch and don’t stand in the middle of the hallway.”
- “Make school and school work a priority. Your friends are important, too, but not when they distract you from your school stuff.”
- “Ignore all of the negativity and pay attention to the good stuff.”
- “Use strategies to keep organized and manage your time, it helps a lot!”
- “Go to your school counsellor if you’re feeling upset or stressed out. They are really good to talk to and help you figure things out.”

## RESOURCES

There are many people, services and resources available at Seycove to help make the secondary school experience a positive and successful one for all of our students. There are teachers, administrators, librarians, coaches, school counsellors, and educational assistants, to name a few, all here to help students have the best secondary school experience possible. If you have a question, concern, or problem, talk to the appropriate person. If you’re unsure of who to talk to, contact your Grade 8 counsellor, Ms. Ruby Willems. She will help connect you with the right people, information, and resources.

## SCHOOL COUNSELLORS

School counsellors are available for consultations with students and/or parents/guardians. The aim of the school counselling program is to support the educational, personal, social, emotional and career development of all students at Seycove Secondary. The school counsellors are here to ensure that our new Grade 8s feel safe and comfortable in their new environment, develop or maintain positive attitudes toward school and learning, and develop or maintain confidence in their ability to succeed in school. We provide a wide range of individual and group counselling services and workshops, including academic goal setting, study and test taking, career planning, post-secondary planning, peer relationships and stress management and coping strategies.

## 2023-2024 GRADE COUNSELLORS

| Grade          | Counsellor     | Email                                                  | Grade Administrator |
|----------------|----------------|--------------------------------------------------------|---------------------|
| Grade 8        | Ms. R. Willems | <a href="mailto:rwillems@sd44.ca">rwillems@sd44.ca</a> | Ms. Jung            |
| Grade 9        | Ms. M. Arnold  | <a href="mailto:marnold@sd44.ca">marnold@sd44.ca</a>   | Ms. Jung            |
| Grade 10       | Ms. R. Willems | <a href="mailto:rwillems@sd44.ca">rwillems@sd44.ca</a> | Ms. Jung            |
| Grade 11       | Ms. M. Arnold  | <a href="mailto:marnold@sd44.ca">marnold@sd44.ca</a>   | Ms. Best            |
| Grade 12 (A-K) | Ms. M. Arnold  | <a href="mailto:marnold@sd44.ca">marnold@sd44.ca</a>   | Ms. Best            |
| Grade 12 (L-Z) | Ms. R. Willems | <a href="mailto:rwillems@sd44.ca">rwillems@sd44.ca</a> | Ms. Best            |
| International  | Mr. R Earl     | <a href="mailto:rearl@sd44.ca">rearl@sd44.ca</a>       | Ms. Best            |

## SCHOOL WEBSITE

Our school website contains a wealth of information and resources for students and their parents/guardians. In addition to news and announcements, current publications, such as newsletters and the school calendar, there are also links to individual departments and programs. Check the website often for the latest information: <https://www.sd44.ca/school/seycove/Pages/default.aspx#/=>

## THE MAIN OFFICE

The Main Office staff are here to support parents and students.

|                  |                                                  |                            |
|------------------|--------------------------------------------------|----------------------------|
| Ms. Maureen Dawe | <a href="mailto:mdawe@sd44.ca">mdawe@sd44.ca</a> | Administrative Assistant   |
|                  | TBA                                              | Secondary School Assistant |

## LIBRARY LEARNING COMMONS

The Seycove Learning Commons aims to enrich and supplement the school's curriculum. By promoting 21<sup>st</sup> century learning, students and teachers are encouraged to become effective users of current technology and research strategies. We support independent learning while teaching patrons how to identify, locate, evaluate and use both print and non-print resources. The enjoyment of literacy and love of reading is another important aspect of our program.

Our mission is to provide learning opportunities and services both formally and informally, in school and online, 24 hours a day, 7 days a week. The library is open and accessible to all students during morning tutorial time and lunchtime for study, connection, and reading.

<https://libguides.sd44.ca/c.php?g=154958>

### **LEARNING ASSISTANCE**

This is a program for students in Grades 8 to 12 who need targeted individual support with academic learning and improving their organizational and/or study skills. Students' progress in regular classes may be monitored and teachers & counsellors are consulted about class adaptations. Students are referred to the program by teachers and counsellors through the School Based Resource Team (SBRT) in consultation with parents.

### **LIFESKILLS PROGRAM**

The Lifeskills program is designed to provide students with skills which encourage and support independent living through work experience, recreational activities and a focus on practical skills. Students are referred to the program by the elementary school and/or the Seycove SBRT in consultation with parents.

### **CHOICES**

The purpose of NVSD's Choices Program is to support students with various social, emotional, and behavioural barriers to learning. These students need assistance to recognize, understand, and create strategies to overcome these challenges that affect learning. They remain within the Seycove community, engaging in academic and social activities that fit their learning needs. They also have the opportunity to connect to teachers, support workers and counsellors who are able to adapt their program within the Seycove Community. The Choices classroom is a place to facilitate connection and belonging to our school community. The ultimate goal is to have students maintain their educational experience here at Seycove.

### **SCHOOL BASED RESOURCE TEAM**

The School Based Resource Team is comprised of School Administrators, Counsellors, and Learning Support Teachers. The team is designed to provide wrap-around support for students requiring significant adaptation or modification to their learning environment and goals. The SBRT meets on a regular basis. The Grade Counsellor or Case Manager, if applicable, will be in contact with parents/guardians if students are referred to the SBRT.

## **FREQUENTLY ASKED QUESTIONS**

### **How are grades achieved?**

Teachers use a variety of assessment methods and tools to evaluate student work. In some cases, students may also be asked to complete a self-assessment or complete a peer review to round out feedback. Assessment happens throughout the year, but cumulative marks are formally reported on report cards. Semester 1 report cards are published in November (mid-term) and February (final); Semester 2 report cards are published in April (mid-term) and June (final).

### **What if my child needs extra help?**

Teachers are available to assist students outside of class time. Taking advantage of extra help during Tutorial Time each morning from 8:30am-9:12am is a key element to academic success. Each teacher's availability is communicated to students at the beginning of the year and a master Tutorial schedule will be posted on our school website. Please encourage your child to connect with their teachers during these times. Finally, Seycove also offers peer tutor support, which can be arranged through your child's counsellor.

### **Where can my son / daughter study in unstructured time?**

The following areas are open for study:

- Classrooms during morning tutorial time
- Library
- Multipurpose Room (Cafeteria)
- Some teachers open their classroom at lunch

### **What services does the Student Services Department provide?**

The Student Services Department at Seycove assists students in their development through their academic, career, personal, and social journeys. Seycove's counsellors work closely with students, teachers, parents and the community to help students develop the qualities they need to become self-reliant, responsible individuals. Counsellors also provide assistance with program planning, timetable concerns, post-secondary and scholarship information. They have access to a wide range of community services and can assist in suggesting resources for families, parents, and students who need on-going counselling or therapy.

Students are encouraged to make appointments with their grade counsellor via email, MS Teams, or stop by Student Services, located just around the corner from the main office. Parent inquiries are also welcomed by phone, email, or appointment. The Grade 8 counsellor is Ms. Ruby Willems.

### **What happens if I need to contact my child in the event of an emergency?**

Students are not to use their cell phones during class time. In the event of an emergency, please call the Main office (604-903-3666) and someone will get your child immediately so you can speak with them. Make sure to tell the staff member that this is an emergency.

### **What about Summer Learning?**

The North Vancouver School District provides literacy and numeracy Review and Completion Courses for grades 8 and 9 students through Summer Learning. Full credit courses are available for grades 10 – 12. A student must have demonstrated sufficient learning to receive a recommendation from their classroom teacher to enroll in remedial summer programs course. Please contact Summer Programs via their [webpage here](#) for more information.

## **Frequently Asked Questions about Student Conduct**

### **What are the consequences of inappropriate behaviour?**

Teachers are committed to establishing an atmosphere that encourages appropriate expected behavior in order to keep learning and engagement at the forefront. If inappropriate behaviour that disrupts the learning of the student or other students becomes chronic, there are consequences that vary according to the particular situation. Consequences may include, but are not limited to:

- Student-teacher or parent-teacher meeting
- Meeting with a grade administrator
- Class suspension
- School suspension
- Alternate educational program location / School transfer

### **How will I keep an eye on my child in high school?**

Parents of children making the transition from elementary to high school will likely begin to notice changes in feelings of independence in their children. This is natural but should not be mistaken as a reason to become detached from their child's schooling. Get to know your child's timetable and teachers' names. Seycove teachers are available by email – if you have questions feel free to contact them. Our [teacher email list](#) is on the Seycove website. Talk to your child about his/her classes, friends and activities. Ask your child regularly to share with you their assignments and upcoming tests. If you are concerned about academic progress, please contact your child's teacher.

### **How can my child decrease the chance of theft of personal belongings?**

Your child can avoid being a victim of theft by leaving money and valuables at home, using only the assigned school lock for their locker, keeping their locker combination confidential, and not leaving personal belongings unlocked in the PE change rooms. Smartphones are the most common item reported stolen so be particularly conscious of this. Report lost or stolen items to the office in hopes they will be found and turned in, but please understand that the school cannot replace missing items. If you find an item in the school, please bring it to the office immediately.

### **Do a lot of students at Seycove smoke or vape?**

**All persons are prohibited from any smoking or vaping on any school property** in accordance with North Vancouver School District Board Policy and Section 2.2 of the Tobacco and Vapour Products Control Act. This policy applies to the use of tobacco products as well as e-cigarettes, electronic smoking products, and any related products. A person must not smoke or use tobacco/e-cigarettes, or hold lighted tobacco/ activated e-cigarettes on school property. This ban extends to all school property 24 hours a day, 7 days a week, regardless of whether or not school is in session. The ban also includes, parking lots, sports fields, driveways, courtyards and private vehicles parked on school property. Students found smoking or vaping on or around school property are subject to disciplinary action. Students who choose to smoke off site should not congregate in our neighbourhood and respect our neighbours.

### **Should I be concerned about drugs and alcohol at Seycove?**

Individual choices around drugs and alcohol continue to be choices that adolescents in our community need to contend with. Seycove Secondary takes a strong position on the danger that drugs and alcohol pose to a developing brain and we educate students on positive and appropriate ways to say "No". We continue to support students with drugs and alcohol difficulties through our counselling department and administration. The best defense is to become educated about drug and/or alcohol use and speak candidly with your son or daughter about concerns. An honest discussion goes a long way. If you have specific concerns about drug or alcohol use within the jurisdiction of the school, contact an administrator.

### **What can I do to help my child make positive social connections?**

Teen years are difficult ones for many kids and parents; however, if communication has been good to this point, there is no reason for it to change. Your children will meet all sorts of new people. Stay involved by asking for surnames, addresses and phone numbers. Ask the 'new' friends over and get to know their parents. If there is a social event, make sure there is appropriate supervision. Know what is happening, how your child is getting there and home, and at what time. Emphasize that your main objective is ensuring safety and well-being.

**What should my child do if they are bullied or witness others being bullied?**

Seycove does not tolerate bullying, harassment or intimidation of any kind. Students should report incidents of bullying to a trusted adult at the school and at home. Staff members are trained in identifying bullying and dealing with reports or incidents of bullying. Positive communication and relationships are addressed in the Physical and Health Education 8 Curriculum.

**What is the Seycove policy for cell phones and electronic devices?**

While it is true that electronic devices have their place in education and can be beneficial to learning in classrooms at Seycove, electronic devices can also be a significant disruption to the learning environment when not used responsibly. Therefore, Seycove has developed the following policy to regulate the use of this equipment.

Students may use their cell phones and other electronic devices:

- Before and after school instructional time.
- During morning and lunch breaks.
- During class with explicit teacher permission to help meet course learning outcomes. Permission must be obtained prior to use.
- In case of emergency when consistent with staff instructions and directions.