

*Lloydminster  
Comprehensive  
High School*

STUDENT  
HANDBOOK  
2024-2025



# LCHS



## *Mission Statement*

*"Sharing the commitment in preparing life-long learners and caring responsible citizens"*

**Mr. Dwayne Marciniw - Principal**

**Mr. Doug Smith - Vice Principal**

**Mrs. Denise Block - Vice Principal**

# Vision

## Students

During this journey, we will provide opportunities to make choices to achieve personal success.

## Personnel

Our staff is committed to modeling a standard of excellence that promotes lifelong learning. We exhibit pride in our profession while meeting the varied needs of our students in a collaborative environment.

## Leadership

Our dedicated team shares responsibility, communicates clear expectations, and empowers individuals

## Curriculum

Our curriculum provides differentiated and relevant learning opportunities for the 21<sup>st</sup> Century learner.

## School Climate

Our inclusive culture and climate is comforting and welcoming, while encouraging and strengthening “Baron Pride” for students, staff and alumni.

## Community

We welcome community involvement and support in celebrating the diverse life of our school.



# 2024-2025 LCHS BELL SCHEDULE

BLOCK	REGULAR DAY	EARLY DISMISSAL
Block 1 (Early Bird)	7:45am-8:42am	7:45am-8:42am
Block 2	8:45am-9:48am	8:45am-9:37am
Block 3	9:52am-10:55am	9:40am-10:32am
Break	10:55am-11:02am	10:32am-10:40am
Block 4	11:05am-12:09pm	10:43am-11:35am
Lunch	12:09pm-1:02pm	11:35am-12:26pm
Block 6	1:05pm-2:09pm	12:29pm-1:20pm
Block 7	2:13pm-3:17pm	1:23pm-2:14pm

Early Dismissal Day

Every second Wednesday of the month at 2:14 p.m.

# Principal's Welcome

On behalf of the staff at LCHS, I would like to welcome you to the 2024-2025 school year. We as a staff are extremely excited to once again work with our school community in the upcoming school year.

This year, we will continue to press on towards personal excellence at LCHS. LCHS prides itself on the extensive range of programming that we offer, not only in terms of academic programs, but extra-curricular options as well. Remember to take advantage of the tremendous opportunities that exist at LCHS and continue to challenge yourself in the pursuit of excellence, holding yourself to high standards in everything you do. It's what we call "being a Baron".

Lastly, at LCHS, we have a wide variety of student support services to help students be successful and have a positive experience as a Baron. Rest assured each and every staff member will be working hard to ensure that students have a successful and rewarding high school experience. On behalf of the staff at LCHS, I would like to wish you a productive, enjoyable, and successful 2024-2025 school year.

Best Regards,

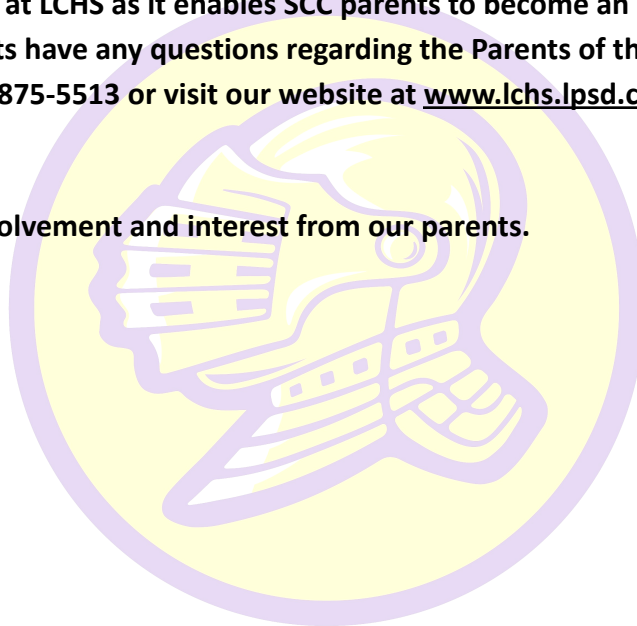
Dwayne Marciniw

Principal

# SCC - School Community Council

Through involvement in the SCC, parents are able to express their interests and ideas in an atmosphere of co-operation, friendliness and respect. With the support of the LCHS staff, parents are given the opportunity to learn about their child's education and to become engaged in the school community; thereby connecting with other parents, staff, members and students. Parental participation is welcomed at LCHS as it enables SCC parents to become an informed, developing and beneficial entity. If parents have any questions regarding the Parents of the Barons SCC, please contact the school at 780-875-5513 or visit our website at [www.lchs.lpsd.ca](http://www.lchs.lpsd.ca).

We welcome any & all involvement and interest from our parents.



## **EDUCATION ACT AND REGULATION 1995 SECTION 150 & 151**

### **Duties of Pupils:**

**150(1)** In the exercise of his or her right of access to schools and to the benefits of educational services pursuant to this Part, a pupil shall comply with subsections (2) and (3).

**(2)** Every pupil shall co-operate fully with all persons employed by the board of education or the conseil scolaire and any other persons who have been lawfully assigned responsibilities and functions with respect to the instructional program of the school or any special or ancillary services that may be provided or approved by the board of education, the conseil scolaire or the department.

**(3)** Every pupil shall:

**(a)** attend school regularly and punctually;

**(b)** purchase any supplies and materials not furnished by the board of education or the conseil scolaire that the principal considers necessary for any particular course of instruction;

**(c)** observe standards approved by the board of education or the conseil scolaire with respect to:

**(i)** cleanliness and tidiness of person;

**(ii)** general deportment;

**(iii)** obedience;

**iv)** courtesy; and

**(v)** the rights of other persons;

**(d)** be diligent in his or her studies;

**(e)** conform to the rules of the school approved by the board of education or the conseil scolaire and the conseil d'école; and

**(f)** subject to subsection (4), submit to any discipline that would be exercised by a kind, firm and judicious parent.

### **Pupil accountable to supervisor**

**151(1)** Every pupil is accountable to the teacher for the pupil's conduct on the school premises during school hours and during those hours that the teacher is in charge of the pupil in class or while engaged in authorized school activities conducted during out-of-school hours.

**(2)** Every pupil is accountable to the principal for the pupil's general deportment at any time that the pupil is under the supervision of the school and members of the teaching staff, including the time spent in travelling between the school and the pupil's place of residence.

**(3)** Subject to the stated policies of the board of education or the conseil scolaire

every pupil is accountable to the driver of a school bus and to any other person appointed by the board of education or the conseil scolaire for the purposes of supervision during hours when pupils are in the personal charge of those employees of the board of education or the conseil scolaire.

#### LCHS Student Conduct

- Students are expected to behave in a manner that shows courtesy to and respect for others. This means no swearing, foul language or inappropriate conversations.
- Students are expected to be in attendance for each class and work under the supervision of their teacher.
- Behavior which is disruptive or which unduly disturbs the learning atmosphere of others will not be tolerated.
- Students - If a teacher asks you to leave the classroom, or sends you to the office at lunch, before classes or between classes, go immediately to the office and report to a secretary. Wait in the office until an administrator talks to you. Additional consequences for “opposition to authority” will result if you do not report to the office.
- **HARASSMENT POLICY** – The Lloydminster Public School Division Policy # 8100 defines harassment as any persistent, repeated, objectionable conduct, comment or display by a person that is directed at an individual and made on the basis of personal attributes or status and which constitutes a threat to the health or safety of the individual or his/her emotional health.  
*Harassment, bullying, verbal abuse, threats or intimidation will not be tolerated at LCHS.*  
Harassment may be verbal, physical or psychological and may occur directly (face to face) (text messages), or indirectly (gossip, rumors, exclusion). Students experiencing or witnessing harassment should report the incident to the Administration or counseling staff of the school immediately. Consequences for harassment will include parental notification, documentation and may include conflict resolution, restitution, suspension or expulsion.
- **STUDENT HAZING POLICY:** Student hazing at LCHS will not be tolerated. The term “hazing” means any method of initiation into a student organization or any pastime of amusement engaged in with regard to such an organization which causes, or is likely to cause, bodily danger, physical or emotional harm to any member of the campus community. Students may be expelled, suspended or placed on disciplinary probation under the provisions of the Harassment Policy.



- **VANDALISM** – the cost of repairing damage done to the school building or equipment as a result of a deliberate act of vandalism or as the result of horseplay will be charged to those guilty of the actions.
- **FIGHTING** – Fighting has no place at school and will not be tolerated. Fighting will result in suspension to ensure the safety of others.
- **DRUGS / ALCOHOL** – The use of illicit drugs or alcohol will result in a suspension and potential referral to the Board of Education.
- **SMOKING / TOBACCO / VAPING PRODUCTS** – There is to be no smoking, vaping or use of tobacco products in the school or within sight of the school. Consequences for smoking/tobacco/vaping use will include documentation and will result in suspension. The following also applies:
  - Vapes are prohibited at LCHS. Vapes and cigarettes found in the possession of students will be confiscated and disposed of.
  - Students found gathered with others who are vaping will be considered vaping and will face consequences. Students are expected to remove themselves from situations that aren't in alignment with the rules of the school.

### **STANDARDS OF STUDENT DRESS**

At the Lloydminster Comprehensive High School, students are expected to dress in a manner that honours the dignity of the human person and supports an inclusive, welcoming, caring, respectful, and safe learning environment that promotes the well-being of all. LCHS has created a Standards of Student Dress document to clarify expectations for dress. While it is impossible to list all the specific types of acceptable and unacceptable student dress, the purpose of the Standards of Student Dress is to empower students to make choices that are appropriate to the circumstance.

#### **Students at LCHS MUST wear:**

- A shirt or top with fabric on the front, back, and sides under the arms (shirt, blouse, sweater, sweatshirt, tank top, etc.)
- Bottoms (pants, shorts, skirt, dress, etc.)
- Footwear
  - Courses or activities may require specific attire to ensure the safety of the student (PAA courses, PE, field trips, science labs, etc)

#### **Students at LCHS MAY wear**

- Headwear that is specifically required for religious observance or for medical reasons in consultation with the principal.

- Clothing with logos or text that is positive, respectful, or implies or encourages a healthy lifestyle for youth.

**Students at LCHS must NOT wear:**

- Hats or hoods over the head.
- Clothing that exposes undergarments (straps not included). A sports bra worn alone is NOT acceptable, nor is a bathing suit.
- Clothing that intentionally shows private parts (nipples, genitals, buttocks). Clothing must cover private parts in opaque (not able to be seen-through) material;
- Articles of clothing that discriminate based on age, religion, gender, gender identity/expression, body type, race, ability, and socio-economic status.
- Articles of clothing with words, text, or visuals that depict or imply hate, violence, profanity, drugs/drug use, alcohol/alcohol use, sexual activity (Playboy included), or criminal/gang activity.
- Sunglasses (unless approved by administration)

**Students who have not met the standards above will be addressed in the following manner:**

**Every effort will be made by staff to enforce these guidelines respectfully, sensitively, and discretely (away from other students)**

**Options given to students who are seen as not meeting the guidelines may include:**

- Wearing an article of clothing which the student has at school that meets the standards
- Being provided with school or lost and found clothing to wear for the day that meets the standards.
- Being able to call a parent to bring a change of clothing that meets the standards.
- Being sent home to change

**Where questions arise regarding the appropriateness of clothing, the principal or designate will make the final determination of acceptability.**

**The administration may allow exceptions in special circumstances or occasions such as holidays or special performances, and may further prescribe dress in certain classes such as physical education, vocational classes, and science classes.**

**Sources: Edmonton Catholic School Division/Saskatoon Public School Division/Seattle Public School Division/Lloydminster Public School Division**

# LCHS CELL PHONE USE GUIDELINES

We want to support our students in understanding how cell phones impact their learning and well-being and teach them how to use cell phones appropriately. Staff and students will model appropriate technology use as we strive toward improving digital citizenship.

To support student learning at LCHS, we have developed guidelines for the use of personal digital devices (cell phones).

## Personal Digital Device Definition

- Any device that has internet access, texting, music, or gaming capabilities.

## Personal Digital Device Guidelines

- Personal digital devices are to be stored in your locker or the space provided by your teacher (not on your person or in your backpack)
- Headphones/earbuds are not to be worn or used during class time.
- Digital devices will not be used in washrooms.
- Smartwatches may be worn but are not to be used during class time.
- Teachers will indicate if specific learning situations support personal digital device use.
- Students are welcome to access their devices during breaks and/or lunch.

FAQ'S	Answer
How can I reach my child if I need to contact them?	In an emergency, please contact your child through the office at 780-875-5513. The office can contact your child's classroom so you can connect with them.
What will happen if my child is struggling with the new guidelines?	Teachers will reach out to parents to work together to help their child understand the new guidelines. Teachers will connect with administrators if further support or interventions are required for your child's success.
Why are you implementing these guidelines?	A provincially mandated cell phone ban has been implemented across Saskatchewan school divisions. LCHS staff believe and research supports that cell phone use negatively impacts student learning, engagement, mental health, and social and emotional development.

We believe in implementing these guidelines with care and compassion. Thank you for your support!

\*\*\* LCHS or staff is not responsible for the loss or theft of any personal electronic devices.

- **SCHOOL FUNCTIONS** – School sponsored activities are an extension of the school day, thus, all school expectations regarding student conduct will remain in place for these functions. If in doubt as to whether or not an activity is sponsored by the school, please contact the school office. Functions such as tournaments, athletic games, drama nights, variety nights etc. are organized each year by the school.
- **BUSES** –Courteous, orderly behavior is expected at all times. The Bus Driver is to be obeyed to ensure safe, pleasant travel for passengers. Unacceptable behavior, such as spitting, vandalism, bullying, harassment, etc. are to be reported to the Principal. Such behavior may result in cancellation of bus riding privileges, detention or suspension. Smoking is not allowed on school buses. The following items are not allowed on school buses: sleds/toboggans, skateboards, scooters, hockey sticks, baseball bats and any other item that cannot be contained within a backpack. If skates are brought on the bus, they must be in a duffle bag or similar, not carried loose or in a plastic bag.

#### **ATTENDANCE**

- *Regular and punctual attendance at school is crucial for student success. There is a direct correlation between student absenteeism and poor academic performance at school. Regular attendance at school is the responsibility of the student with support from the parents and the school. The school alone cannot ensure regular attendance by students and our practice reflects an effort to share with the home more responsibility for attendance. An absence by a student means a missed learning opportunity, which is impossible to entirely regain.*
- It is our expectation that all students attend regularly and be punctual. Responsibility for regular attendance rests with the student and parents. The student must consider the school his/her place of work.
- Parents are requested to call the school between 8:00 am and 3:30 pm at 780-875-5513 to report excused absences. Absences not excused within 3 school days will remain as unexcused. A signed note should be sent if a telephone is not available. Reasons provided by the parent will be recorded and will be considered by the administration if and when a student's attendance is under review. Students who live on their own must make arrangements with administration for reporting excused absences.
- Note: an answering machine will record parents' after-hours phone calls.

- **Excused absences are defined as: illness, medical or dental appointments, death of a family member, religious holidays, emergencies, personal safety issues, school activities verified by staff and absences approved by the administration of the school or parent.**
- **Unexcused absences - all other absences are considered unexcused. All absences not verified by the parent or approved by the administration will be considered unexcused.**
- **If a student is on school property, it is expected that the student will be in the class the student is timetabled for.**
- **If a student becomes too ill to attend class during the school day, they must go to the main office and report to a secretary, student counselor or administrator. The student's parents/guardians will be contacted and arrangements made for the proper care of the student.**
- **When school activities are organized during the school day, all students are expected to be in attendance.**

**EXTENDED ABSENCE-Parents who wish to remove their son or daughter from school for an extended period of time (ie: family holidays) for reasons other than bereavement or illness. Parents or guardians are asked to make contact with school administration to make them aware of this extended absence. This practice is not encouraged because often students find it very difficult to get caught up upon their return. It would be expected, when possible, for students to obtain work prior to their leave and to have work completed within 5 days of their return or as arranged with the classroom teachers. Any exams missed during the extended absence will also be required to be made up within the 5 days.**

- **LATES: It is expected that students will be in class on time. Most often key learning occurs at the beginning of class. Students who are repeatedly late are putting their learning at risk.**
- **On a rare occasion, a teacher may be unavoidably late for class. Students will remain in the room unless advised by another teacher or administrator that they may leave.**

## LCHS ATTENDANCE POLICY

- o 5 unexcused absences - 1 lunch hour student success
  - o On the 10<sup>th</sup> unexcused absence – Meet with Administration/Parent and/or 2 Lunch Hours of Student Success
  - o 15<sup>th</sup> absences – Meet with Administration/Parent
- If a student has an unexcused absence for a designated student success lunch hour, the student will be held accountable by serving a 1 day in-school suspension,
  - LCHS is an in-class learning opportunity. If school records indicate that students are not meeting attendance expectations, other educational delivery options may be explored which may include but not be limited to: enrollment in study hall, online correspondence courses, in-house correspondence courses, referral to counselling, or future enrollment at Avery Outreach School.

### PROGRAM INFORMATION

#### Registration

- Students will register for the succeeding school year in February/ March.
- Full time students must register in at least eight subjects a year unless enrollment is to complete Grade 12.
- Any students taking less than four credits in a semester are classified as part time students. Part time status requires approval from administration. \*\*Part time students are not to be on the premises (this includes the parking lot or in front of the school) when they do not have a class unless permission is granted by administration.
- Time table changes – Considerable time and effort is put into the course selection process, staffing & scheduling to create schedules that will fulfill the needs of our students. Schedule changes will only occur in special circumstances, ie: missing pre-requisite, course balance, partial schedule, or course conflicts. Extenuating circumstances will be considered upon discussion with both student services and administration. Grade 10 students will require consultation with parents / guardians.

Deadlines for Timetable changes are:

Semester 1 – September 6, 2024

Semester 2 – February 7, 2025

## **Dropping / Removal from a Class**

- **Grade 10 students are not allowed to drop or re-schedule unless there are extenuating circumstances. Dropping a class may only occur in extenuating circumstances and requires consultation with the student, teacher, parent and counselor / administration. Students must be in regular attendance until permission to drop has been given.**

### **Deadlines for Dropping a Class**

**Semester 1 – December 6, 2024**

**Semester 2 – May 9, 2025**

**\*\*\* Dropping a class without notifying an Administrator will be treated as though a subject has not been dropped and a grade will appear on the student's report card and transcripts.**

### **EVALUATION AND REPORT CARDS**

- **LCCHS follows a system of continuous evaluation. This means that tests and marked assignments given during the course, along with final exams are used in determining a final grade for the course. Assessments at the end of each semester are generally comprehensive in nature worth a maximum of 40% of the final grade.**
- **There are four reporting periods during the school year. Parent Teacher Conferences will occur 3-4 weeks before the conclusion of the 1<sup>st</sup> reporting period.**
- **Semester 1 - Student Led Parent Teacher Conference (SLPTC) – Nov 5/6, 2024**
  - **Reporting Period 1 November 8 (Report card published on Edsby)**
  - **Reporting Period 2 January 31 (Semester 1 Report Card)**
- **Semester 2 - Student Led Parent Teacher Conference (SLPTC) – April 15/16, 2025**
  - **Reporting Period 1 April 17 (Report card published on Edsby)**
  - **Reporting Period 2 June 26 (Semester 2 Report Card)**
- **In order to communicate student progress throughout the semester, teachers will send home student summary reports. If at any time parents have a question or concern about their child's standing in a class, they are encouraged to contact the teacher for that course.**

- **UNIT EXAMS / ASSESSMENTS**

- **Number of tests per day – students shall not be required to write MORE than two MAJOR or TERM tests in one day. A major or term test is defined as one which is based on an entire unit of work and whole length is scheduled to be one full hour. (This does not include short quizzes or spot tests given by teachers). Alternate arrangements can be made with the classroom teacher. Students are to respectfully discuss this exam conflict and make alternate arrangements on an individual basis. \*\* Note: Students may be expected to make up the alternate test on their own time.**

### **RELEARNING/REASSESSING AT LCHS**

**In LPSD, we believe each student can achieve personal excellence given sufficient time and the right supports. Reteaching and reassessment are an integral part of a rigorous instructional cycle that promotes the journey to personal excellence in learning.**

#### **Beliefs:**

- 1. Students are responsible and actively involved in all aspects of achieving personal excellence in academics.**
- 2. Teachers exercise professional judgment, within the parameters of required procedures, for reteaching, reassessment, and collecting evidence of student learning to maximize student achievement.**
- 3. Parents play a key role in supporting their child's learning**

#### **Procedures:**

- 1. Students will have the opportunity to relearn and be re-assessed on tasks that provide measures of student progress. This reassessment may occur throughout the process (essays, etc), or after a final product has been submitted (exams, in class assessments, quizzes, etc).**
- 2. When tasks/assessments are re-assessed, they may be reassessed partially, entirely, or in a different format, as determined by the teacher.**
- 3. Due to the nature of some assessments, in consultation between teacher and administration, it may be determined that some assessments may not qualify to be reassessed.**
- 4. All students will have the opportunity to relearn and be re-assessed regardless of grade on the original task/assessment. The student must meet the following requirements: complete the original**



task/assessment, required assignments/learning activities, and reteaching/relearning activities, as determined by the teacher.

5. Grading procedures for reassessment must be fair, consistent, and must promote achievement of learning outcomes. The higher grade will be reported.
6. School staff will be consistent in their communication to students and parents that opportunities for relearning and reassessment exist at LCHS.
7. Students who turn in their summative assignments on time will have up to 3 instructional days after the assignment is returned to speak to the teacher about a relearning/ reassessment opportunity.
8. Students who do not turn in the summative assessment on time will not have an opportunity to apply for relearn/reassess. Students are encouraged to speak with their teacher prior to the deadline if extenuating circumstances exist.
9. Student will have one opportunity to relearn and be reassessed on each qualifying assessment.
10. As determined by the teacher, students may be required to complete a Relearning/Reassessment plan.

#### COMPULSORY GRADE SUBJECTS

#### GRADE 10

- a. *Compulsory Subjects (Total 5 credits)*
  - ELA A10 or ELA A11 (1 credit)
  - ELA B10 or ELA B11 (1 credit)
  - Science 10 or Science 11 (1 credit)
  - Math 10 Foundation/PreCalculus or Math 10 Workplace and Apprenticeship (1 credit)
  - History 10 or Native Studies 10 or Social Studies (1 credit)
- b. A minimum of 3 additional credits in addition to above 5 compulsory credit classes for a minimum of 8 subjects in grade 10.

**PLEASE NOTE: LCHS REQUIRES GRADE 10 STUDENTS TO REGISTER IN 5 COURSES PER SEMESTER.**

## GRADE 11

- a. **Compulsory Subjects (Total 4 credits)**
  - ELA 20 or ELA 21 (1 credit)
  - History 20 or History 21 or Law 30 or Native Studies 20 or Psychology 20 (1 credit)
  - 1 20 Level Math Course
  - 1 20 Level Science Course
- b. 4 additional credits for a minimum of 16 credits (including Grade 10, 11 and 12 subjects) to have a complete Grade 11.

## GRADE 12

*All of the above including:*

- a. **Compulsory Subjects (Total 3 Credits)**
  - ELA A30 or ELA A31
  - ELA B30 or ELA B31
  - History 30 or Social Studies 31 or Native Studies 30 or Psychology 30
- b. 2 additional credits at the Grade 12 Level.
- c. At least 2 credits must be from Practical & Applied Arts &/or Arts Education.
- d. At least 1 credit must be in Wellness / Physical Education (at the 10, 11 or 12 level).
- e. Must have a minimum of 24 credits to have a complete Grade 12.

### STUDENT SERVICES DEPARTMENT

LCHS Student Services encourages students to achieve optimal development in their personal, social, education and vocational lives. Services available to all students include:

- Information regarding students' high school subjects and program choices, post secondary programs, scholarships and student loans.
- Counselling in academic, career, personal, and social areas.  
Education and Career Planning – [www.lchs.ca/student\\_services](http://www.lchs.ca/student_services)
- Assistance to students who require studying and learning strategies.
- Assistance in gaining entrance to post secondary institutions
- Referral to community agencies when appropriate.

## AWARDS & GRADUATION

Each year, students at LCHS are honored for their achievements in school with subject specific, honors and distinction, and extra-curricular awards. The awards and their criterion can be found on the LCHS website. <http://lchs.lpsd.ca>

### AWARD CELEBRATIONS

#### Sport Teams and Extra Curricular Club Awards

Students will be recognized throughout the year for awards related to their extra- curricular involvement. Teams will be recognize at the Annual Baron Athletic Banquet, date TBD. Extra – curricular clubs and ECA award winners will be recognized in June.

#### Senior Class Celebrations

*(In order to be eligible to participate in the Senior Class Celebration, all fines, fees or monies owed to the school must be paid in full. The Graduation Banquet, Graduation Cap & Gown Ceremonies and the Awards and Scholarship Recognition Evening are the other activities organized and sponsored by the school.)*

#### Cap & Gown Graduation Ceremony – June 26, 2025

All students who have a Grade 12 designation and are students in good standing will be eligible to participate in this event.

A Parent Meeting will be held in April for Graduation Information.

*In order to participate in the Cap & Gown Graduation Ceremony, students must have the full 24 credits (including compulsory subjects) with a passing grade at the end of semester 2.*

### SCHOLARSHIPS

- A number of community sponsored scholarships as well as provincial and college entrance scholarships are available. During the past several years, well over \$200,000 worth of scholarships have been awarded each fall.
- A parent / student information night will be organized by the Student Services Department in April to provide scholarship information and applications.
- *Students wanting to receive scholarship information by email will need to provide student services with their email address.*

## OTHER SERVICES / PROGRAMS

### LIBRARY

- This is a designated research, homework, and study area. Quietness and consideration of others is imperative in this area
- Books and vertical files are on loan for a two week period. Current magazines and reference books are on loan for one hour or overnight if borrowed after 3:10pm. Promptness in returning loaned materials is expected to enable other students to make use of them as well.
- No materials will be signed out to anyone with an overdue item.
- Students must present their student card before they are allowed to sign out any materials.
- Students who lose or damage books will be required to pay for them.
- Students using computers are expected to follow the guidelines outlined by the division – wide Acceptable Use Policy and the school's guidelines for computer use.
- No food or drink.
- The library hours are from 8:15 am to 4:15 pm. The library is usually open, but under certain conditions, the doors may be closed.
- Cell phones are expected to be turned off in the library.

### CAFETERIA

- The cafeteria is in operation each day from 8:00 am to 1:30 pm.
- Students using the cafeteria are responsible for clearing their tables and taking trays to the stacking cart.
- Students are not to frequent the cafeteria between classes if it makes them late for class.
- Lunches can be pre-ordered and pre-purchased prior to the lunch rush.
- Students / Parents can prepay for food cards. Please see the cafeteria for details.

### STUDENT PARKING

- The parking lot at the west end of the building has been provided for student parking. Parking on the north side of the school is for visitor parking only, this includes parking in the bus lane as well as in the visitor parking lot. Students are not allowed to park on the north side of the school, failure to comply may result in vehicles being towed at the owner's expense.
- Parking is on a first come, first serve basis. Expectations for parking will be set during our first week assemblies, and failure to comply may result in vehicles being towed at the owner's expense. Our student parking lot needs to be safe and orderly, much like our learning environment.

- Vehicles are to be parked in an orderly fashion. Vehicles must be parked nose in.
- Students using the student parking lot must drive with care. This includes driving at a safe speed as well as following the proper direction of travel.
- Students are expected **NOT** to loiter in their vehicles while in the parking lot. This includes eating and/or smoking.
- Alternate parking is available on the street in designated areas. Students are asked to be respectful of our community neighbors and not block private driveways. Students are also expected to avoid parking within the bus zone throughout the day and in cross walks.
- Vehicles that are parked in restricted areas around the school are subject to city parking regulations. Violators will have their cars ticketed or towed away.
- The South East Staff Parking Lot is reserved for staff

#### TEXTBOOKS

- All textbooks are signed out to students using barcodes and their SIRS student ID numbers.
- Textbooks must be returned to the general LCHS office at the end of each semester or at the time a student withdraws from school.
- The return of any damaged textbooks may result in the levying of a charge to replace them.
- Students are asked not to write in textbooks except for identification purposes.
- Failure to return the assigned textbooks at the end of each semester or at time of withdrawal from school will result in students being invoiced for the books at replacement costs.
- Failure to return textbooks by the end of the school year will result in the holding back of the student's report card until books are returned or paid for.

#### LOCKERS / LOCKS

- Lockers are available for student use for books and clothing storage.
- Students are discouraged from sharing lockers.
- Lockers are not to be used for the storage of dangerous and or illegal substances.
- Locks and lockers remain the property of the Lloydminster Public School Division and as such may be accessed by school division personnel at any time.

- *From time to time when the Board of Education or Director of Education believes it is appropriate or necessary, the school may invite the RCMP and their canine unit to conduct a search of school premises and property including desks and lockers.*
- Students are reminded to keep their lock combinations to themselves. Failure to do so may result in the loss of belongings. Do not leave money or valuables in any locker assigned to you. You do so at your own risk.
- The school cannot be liable for students' lost or stolen property.
- Any locks that are not identifiable as school locks shall be investigated and will be removed in a timely manner.
- Students are responsible for the cost of replacing lost, damaged or stolen locks.
- Graffiti, pictures and all student property must be removed on the last day of classes of semester 2, or at the time of withdrawal.

## SCHOOL FEES

The Baron Activities Council (BAC) levies a fee each year to cover the costs of student activities. Fees will be sent out via School Cash. There is an optional fee for a yearbook. The deadline to order a yearbook will be determined throughout the year.

If the Student withdraws from school before October 31<sup>st</sup>, the student is entitled to a 100% refund. After October 31<sup>st</sup>, the BAC fee will not be refunded.

Course Fees: If the Student withdraws from a Course requiring fees within the first six weeks of class time, the Student is entitled to a 50% refund. After six weeks, there is no refund for Course Fees.

## STUDY PERIODS

- Grade 11 or 12 students with study periods should work in the Cafeteria, Library or Student Lounge. Grade 10 students enrolled in less than 10 credit courses will be assigned to a supervised Tutorial.
- Students are not to be in the Hallways during their study periods.

## EXTRA-CURRICULAR ACTIVITIES

Extra-curricular activities provide an opportunity for students to gain experience in non-academic activities. Participation in extra-curricular activities contributes to student growth in planning and organizational abilities, social skills, communication skills, leadership skills, athletic ability and sportsmanship. Students are encouraged to take part in activities of their choice. There is a wide variety of both non athletic and athletic activities available to students.

## CLUBS

- **Active Community Leadership Council**
- **Baron Activities Council**
- **Red Cross Anti-Bullying**
- **Yearbook**
- **Drama Club**
- **Art Club**
- **Skills Canada**
- **Outdoor Adventure Club**
- **SOAR**
- **Hero Club**
- **Hands at Work in Africa**

## **BARONS ATHLETICS**

*The Barons Athletics mission is to promote the overall development of student athletics, to put forward an organized, structured and sustainable program, and to field competitive sportsmanlike teams.*

We are proud of our tradition of excellence as characterized by the:

- **Primary emphasis on character development**
- **Camaraderie among teammates, classmates, staff and parents**
- **Experience of learning and developing within the Athletic, Academic, and Emotional domains.**
- **Quality coaching and mentorship of our staff and volunteers**
- **Sense of a team effort directed towards the accomplishment of our mission**

## **ATHLETIC TEAMS**

- **Football**
- **Golf**
- **Cross Country**
- **SR. Boys Volleyball**
- **SR Girls Volleyball**
- **JV. Boys Volleyball**
- **JV. Girls Volleyball**
- **Curling**
- **SR. Boys Basketball**
- **SR. Girls Basketball**
- **JV. Boys Basketball**
- **JV. Girls Basketball**
- **Badminton**
- **Track & Field**

- Rugby
- Wrestling

## SCHOOL DANCES

- There will be one or two BAC sponsored dances during the school year. School dances are “closed” dances which are only open to LCHS students.
- Doors Open at 8:00 pm. Doors Close at 10:00 pm. Dance Ends 11:30 pm. Enter using the front entrance.
- All students require picture ID for admittance in to an LCHS dance. (ie: Driver’s License, Previous School ID, LCHS Student ID). If a student does not have a picture ID, a temporary student ID will be available from the office. **Under no circumstances will students be admitted to a dance without a picture ID.**

## LCHS on the Web

Book mark the LCHS Web Site: <http://lchs.lpsd.ca>, because you will want to check it out often. LCHS’s web pages contain a tremendous amount of information for students and parents.

You’ll find:

- Information about our school, such as the school calendar
- A direct connection to the Lloydminster Public School Division Web Site
- Academic Resources
- Access to the school’s library catalogue
- Student Services Information
- News and Events of clubs, sports teams, and other happenings at LCHS
- School Community Council Information
- Email addresses of staff members
- Much, much more...

## LPSD/LCHS SAFETY PLAN

LPSD has a new safety plan. Details of our safety plan can be found on the website at [www.lpsd.ca](http://www.lpsd.ca). Expect a letter early in the school year outlining the safety practices that keep our students safe.