



# RESURRECTION CATHOLIC SECONDARY SCHOOL

## POLICY AND PROCEDURE HIGHLIGHTS

### Uniform:

Resurrection Catholic Secondary School is a uniform school. The uniform is to be worn with dignity and respect. Pants will be worn around the waist. All undershirts must be plain white, gray or black and tucked in. No accessories are to be added to the uniform. **All athletic wear is to be left in the student's locker and is not to be worn in the school at any time. The uniform is not to be altered in any way.** The only additional items to be worn over the uniform are uniform sweaters or school crested zipped sweatshirts and polar fleece. All students are advised to purchase a sweater for colder weather. As a school community, we are committed to the uniform being worn respectfully and appropriately. **Students who do not comply with the uniform policy will be dealt with through progressive disciplinary measures.**

### Attendance:

A parent/guardian is required to phone the school before 8:00 a.m. on the day of an absence. The answering machine is available for messages 24 hours a day, 7 days a week at **(519-741-8542)** and is checked throughout the day. If a student must leave school at anytime during the school day, he/she **must sign out** in the Attendance Office prior to leaving. Any student who has signed out during the school day must leave the school property. **Parents must call or provide a written note before the student leaves the building. A student who leaves school during the day or misses a class without following proper sign-out procedures, will be considered truant and will be assigned a Truancy Intervention Program (T.I.P) appointment during his/her lunch.**

### Lates:

Students succeed when they see class time as an important part of their learning. Students are expected to be in all classes on time and ready to participate. When 'lates' are excessive and/or interfering with student learning, teachers and administration will address this concern through progressive discipline.

### 18-Year Old Students

All students who turn 18 during the school year, will be required to fill in a separate form after their 18<sup>th</sup> birthday for continued parental/guardian access to their records; otherwise, to be compliant with the Freedom of Information Act, parents/guardians are automatically removed.

### Truancy Intervention Program:

The work students do in their classes is an important contributor to their success. Missed class time due to truancy undermines students' ability to do their best. For this reason, students in grades 9 and 10 identified to be truant, will be assigned a T.I.P appointment. During these appointments, students are expected to use the time productively working on course material from the class(es) missed.

### **Safe Schools:**

Resurrection continues to take proactive steps to maintain a safe learning environment. Students or parents who have concerns and/or information regarding the safety of our community, are encouraged to share their concerns with school administration.

One area of continued awareness/concern is the use of electronic communication for purposes of harassing or impacting the mental well-being of others. Our Board policy supports that “dissemination/publication of material (electronic or otherwise) impacting the mental well-being of students or staff of the school or Board is prohibited”. We encourage parents to monitor and support appropriate use of electronic communication/social media at home.

### **Equity/Inclusive Education:**

The vision of the WCDSB is *Our Catholic Schools: Heart of the Community ~ Success for Each and a Place for All.*

To ensure the realization of our vision, Resurrection Catholic Secondary School will take all reasonable steps to accommodate an individual’s desire to honour their religious beliefs and practices. Such areas of accommodation may include recognized religious holidays, religious dress, and dietary or fasting requirements. The procedure for requesting an accommodation is as follows:

- A written or verbal request for accommodation from the parent/guardian or student (in cases where the student is over 18) should be presented to the principal or vice-principal at, or as close as possible to, the beginning of the school year;
- The request for accommodation should describe the specific needs of the student;
- The principal or vice-principal will consider and confirm the accommodation with the parent/guardian, the student, and appropriate staff (i.e. Attendance Office, teachers, etc.).

### **Electronic Devices:**

Electronic devices such as cell phones, cameras, and personal music devices are not permitted to be used in the classrooms unless authorized by the classroom teacher for the purpose of instruction. Lost or stolen devices will NOT be investigated by school staff.

### **School Hours:**

Students are encouraged to get involved in the school and enjoy our many extra-curricular activities. However, unless under direct supervision of a staff member, *students must leave the school building within fifteen minutes of dismissal time which is 2:10 p.m. on regular school days.*

### **Plaza Behaviour and Expectations:**

The Resurrection community has a close relationship with the Glasgow Heights Plaza and The Boardwalk at Ira Needles Blvd. Students are expected to be ambassadors for our school. Students who do not portray this image will face progressive discipline. *Students loitering or misbehaving at these plazas will be restricted from frequenting them and may receive a consequence at school.*

### **Student Parking:**

Student designated parking areas are: Main Lot, from closest to the tennis courts to half way to the school and Lower Lot facing the field only.