



# **BURNABY NORTH SECONDARY SCHOOL**

## **“EXCELLENCE, DISCOVERY, SERVICE”**

Our aim is for students to have a safe and successful school year. We would like to develop a strong partnership with you to help your teen focus on learning and being positively involved in the school. Please review the general information reminders and student responsibilities and conduct reminders with your teenagers to prepare for the year.

### **General Information**

#### **School Fees**

- Fees will be collected online using our School Cash Online system. Instructions as well as a link on how to access the School Cash Online is available to you on our school website (<https://north.burnabyschools.ca>). You may also visit the site directly at <https://burnaby.schoolcashionline>
- The basic School Activity Fee for all grades is \$35.00.
- The Graduation Dinner/Dance fee is \$140.00.
- The School Leaving Ceremony for Grade 12's is \$105.00 (which includes an academic cap, gown and two tickets).
- The Dry After Grad fee is \$60.00.
- The Student Yearbook is \$65.00 before December 31<sup>st</sup>; \$75.00 after January 1<sup>st</sup> until January 31<sup>st</sup>

#### **School Lockers and locks:**

- Lockers will need to be shared with another student. A locker (with a lock) will be assigned for those who signed up in June. (Unfortunately students will not be able to share with a desired locker partner)
- All students that have signed up for a locker, as well as all grade 8 students will receive an email with locker details on Wednesday, September 3<sup>rd</sup>.
- For a short video on how to use a combination locker, please see: [https://www.youtube.com/watch?v=Ug3X1dn\\_\\_FI](https://www.youtube.com/watch?v=Ug3X1dn__FI)

#### **Locks:**

- Students should have their own lock for PE lockers.
- Locks can be purchased from the office, room 114 for \$9.00 each (including tax).

#### **Textbooks**

- Subject teachers will issue textbooks during class time. They are issued free of charge. A charge is made when textbooks are lost or damaged.

#### **Please note:**

- Students must return the same book they were issued by their teacher.
- Students who lose a text will be required to pay the full replacement cost of the book.
- Students who return texts that have been damaged will be charged the full replacement cost.

#### **Course Change Process:**

Grade 8 students who require a course correction (e.g. missing course or incorrect course) must go to Student Services on Tuesday September 2<sup>nd</sup> to see their counsellor. Please note: only grade 8 students can see their counsellors on September 2<sup>nd</sup>.



## **BURNABY NORTH SECONDARY SCHOOL** **“EXCELLENCE, DISCOVERY, SERVICE”**

Grade 9-12 students must follow the Course Correction process outlined below:

The school will not accommodate course changes for the following reasons:

- Having a class in a different period
- Having a different teacher
- Being in a different class to be with different people (e.g. friends)

Counsellors will work with students about their schedule according to this priority:

- Students with incomplete schedules
- Students who failed or did not complete summer-school / online course
- Student who didn't receive their requested / alternate elective
- Deadline for course request change or correction is Friday, September 12<sup>th</sup>

### **Student ID Cards**

- Student photos will be taken on **Thursday, September 11<sup>th</sup>**.
- Photo retakes will be on **Friday, October 17<sup>th</sup>**.
- Photo packages can be ordered from the photographer.
- Student ID cards will be issued following photo day, when they become available from the photographer. **\*Please note: the ID Card photo will be used in the yearbook for grades 8-11. Grade 12s will need to make an appointment with Artona for the week of October 22<sup>nd</sup> – 27<sup>th</sup> (<https://artona.com/schools/BBYN/>) for their graduation photo that will be placed in the yearbook.**

### **Student Absences/ Attendance:**

- If your child will be absent for a day or two, please contact the main office (604-296-6875) and then have your child bring a note to each teacher when they return.
- For more detailed information, see <https://north.burnabyschools.ca/parents-2/how-to-report-your-childs-absence-from-school/>

### **Non-Emergency Phone Calls to Schools** (dentist, doctor, hair appointments)

- Non-emergency phone calls to the school office asking for contact with students will not be accepted. Our aim is to keep interruptions to instruction to a minimum so that we may focus on student learning.

### **Cafeteria Service**

- Will be available starting **Wednesday, September 3<sup>rd</sup>**.

### **Success Program**

- Runs from 3:15 pm – 4:00 pm, Monday, Wednesday, Thursday and Friday in the Connect Room
- Teachers from our Learning Support Services Department, along with a number of Peer Tutors, will be available to assist students with homework, tests, or assignments.
- Students may choose to go for help or may be assigned by their teacher to the Success Program to help them catch up missed work assignments, class work, and/or write tests.



# **BURNABY NORTH SECONDARY SCHOOL**

## **“EXCELLENCE, DISCOVERY, SERVICE”**

### **Tutorial Time**

- Tutorial time is for students to get extra help, work on assignments and catch up on missed work. This happens every Wednesday and Thursday for 30 minutes between first and second blocks. Grades 8,9 & 10 should be in a classroom of one of their teachers. Grades 11 & 12 can either be in a classroom or working in specific student areas (4<sup>th</sup> floor lounge, commons, Library). For the first 3 weeks students are scheduled to attend specific periods:

• Wednesday, September 3 <sup>rd</sup> – Period 1	• Thursday, September 11 <sup>th</sup> – period 6
• Thursday, September 4 <sup>th</sup> – Period 5	• Wednesday, September 17 <sup>th</sup> – Period 3
• Wednesday, September 10 <sup>th</sup> – Period 2	• Thursday, September 18 <sup>th</sup> – Period 7

### **Student Responsibilities and Conduct Reminders**

- Burnaby North is a community that values learning and teaching in a safe, caring and positive climate. The rights and freedoms of individuals are balanced with the collective well-being of all members of the school community. Members of the school community should behave in a way that is not distracting to the learning and well-being of others. All students are asked to follow the district code of conduct on our website: <https://north.burnabyschools.ca/school-info/code-of-conduct/>

### **Electronic Devices**

- Please refer to the District Technologies and Information Systems’ Digital Responsibility Guidelines for Students – “Burnaby Board of Education Policy 7.90.01 at <http://burnabyschools.ca>

### **Internet Use**

- Access to the Internet is for educational and research purposes. Inappropriate use of the internet, including the violation of classroom and district rules, is subject to loss of network privileges and other District disciplinary actions. It is the user’s responsibility not to initiate access to inappropriate or offensive material. The use of the Internet is a privilege, not a right.

### **No Smoking/No Vaping**

- All students are actively encouraged to make healthy lifestyle choices. Smoking/vaping is not permitted on the property of Burnaby North.