



Charles Bloom  
Secondary School

## STUDENT HANDBOOK

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# **BLOOM**

# **R.U.L.E.S.**

## **Respect**

- Be courteous in word and in action to all.
- Care for our school and private property.
- Respect yourself and others.

## **Understanding**

- Accept peoples' differences.
- Know that everyone makes mistakes.
- Help those in Need.

## **Learning**

- Be Prepared.
- Be an enthusiastic learner.
- Ask for help when needed.

## **Excellence**

- Strive to achieve your personal best.
- Get involved in student activity.
- Give your time to the community.

## **Safety**

- Allow safe movement for all.
- Resolve problems in a responsible way.
- Seek assistance from school staff.

## **Charles Bloom Secondary School Code of Conduct**

The school's code of conduct follows School District #22 Code of Conduct (Policy 9.14.0) and includes school expectations. Our Code of Conduct is communicated to all students, parents, staff, temporary staff, visitors and district staff. Acceptable conduct expectations are illustrated in the Bloom Rules and are in effect for all school functions, regardless of location or time of day. These expectations apply to behavior at school, during school organized or sponsored activities, and behavior beyond these times (including on-line behavior) that negatively impacts the safe, caring and orderly environment of the school, and/or student learning.

### **Purpose of the Code of Conduct**

- to promote the values expressed in the BC Human Rights Code respecting the rights of all individuals in accordance with the law – prohibiting discrimination based on race, colour, ancestry place of origin, religion, marital status, family status, physical or mental disability, age, sex or sexual orientation – in respect of discriminatory publication and discrimination in accommodation, service, and facility in the school environment;
- establish and maintain a safe, caring and orderly environment for a purposeful and positive learning and teaching climate;
- establish and maintain appropriate balances among individual and collective rights, freedoms and responsibilities;
- clarify and publish expectations for student conduct at school, in the community and while acting as school ambassadors.

### **Student Code of Conduct**

Students are expected to act in a manner that enables all students and staff to participate effectively in the educational community.

Every student shall be subject to the code of conduct established for the district while at school, at a school related activity or in other circumstances where engaging in the activity will have impact on the school environment.

### **Students will be expected to:**

#### **Acceptable conduct is demonstrated by (see also the Bloom Rules):**

- respecting oneself, others and the school facility;
- regular attendance and punctuality;
- use of acceptable and appropriate language;
- responding with cooperation to reasonable requests made by any staff member;
- informing an adult of an unsafe individual, behaviour or situation;
- seeking the assistance of an adult when having a conflict with another student that they are unable to resolve peacefully;

- modeling respectful and responsible behaviour at school, in the community and while acting as school ambassadors;
- cleaning up after oneself and others garbage both inside and outside the school;
- dressing in accordance with our school being a place of business. Clothing should:
  - not display offensive or illegal messages
  - cover your body so as not to expose underwear, cleavage, midriff, or buttocks
- attending and showing respectful audience manners in all school assemblies;
- responding to fire alarms and drills promptly and in accordance to school protocol and teacher instructions;
- turning cell phones off during class time. While using cell phones in the school building or on school campus apply appropriate manners respecting surrounding people;
- following safety rules and expectations of bus supervisors and bus drivers while waiting for buses or riding the bus;
- following proper road safety and use extreme caution around our school community;
- showing respect and maturity to all neighbors, both residential and commercial, and conduct oneself in a manner that maintains a positive relationship with our community;
- Not smoke on school grounds, as well as remain walking while smoking within the surrounding school community.
- No vaping on or around school grounds. If seen by teachers or administrators vapes will be confiscated and parents/guardians will have to come to the school to pick up vapes.
- Cannabis cannot be consumed in or on school property or within a prescribed distance

**Unacceptable conduct is demonstrated by the following behaviors:**

- interfering with the learning and teaching environment of other school members;
- creating an unsafe or dangerous learning environment, including acts of violence or intimidation;
- any behaviour or communication that discriminates based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex or sexual orientation (prohibited grounds set out in the BC Human Rights Code);
- a lack of caring for oneself, others, and the school community. This includes unkind words or hurtful behaviors towards others;
- bullying or harassment. School District 22 Policy No. 9.14.0 Appendix B states; bullying as a systematic abuse of power. Bullying can occur in many contexts in school and the workplace. Bullying can be overt and demonstrated by behaviors such as physical aggression, shoving, poking, taking things, choking, punching, kicking, and beating. Bullying can also be covert and be demonstrated by behaviors such as taunting, gossiping, teasing, exclusion, and silent treatment;
- inappropriate use of the internet. School District 22 Policy No. Reg 8.10.0 states; (SD22Net) access is a privilege not a right, and is made available only so long as the account holder abides by certain rules which are important for the proper use of the SD22Net system. These rules are listed in the...SD22Net Acceptable Use Policy. Failure to follow this policy may result in termination of access to SD22Net and possibly other disciplinary consequences for the student;
- inappropriate behaviour on any technology based activities occurring inside or outside our school that negatively impacts at school on students and/or staff. This includes “cyber” hate messaging and websites created in the student’s home or other settings;

- the possession and/or use of weapons on or near school property represents a serious threat to the safety and security of students and staff and are therefore prohibited. A weapon is defined as any instrument designed to inflict injury or to intimidate another person, or any instrument that is used in that manner. Toy or replica weapons are by their very nature intimidating and therefore classified as weapons. Laser pointers are considered unsafe and are therefore also prohibited;
- the use and/or sale of any tobacco product at anytime including non-school hours is prohibited on school property. This is in line with The Tobacco Sales Amendment Act, 2007 (Banning Tobacco and Smoking in Public Places and Schools);
- participating in trafficking, using, or associating with drugs or alcohol. School District 22 Policy No. 9.15.0 states; the board expects students to be free of alcohol and other illicit drugs while under the jurisdiction of the School District. Every student shall be subject to this policy while on the school premises, going to and returning from school and at all school sponsored games and functions whenever and wherever held. For purposes of this policy, 'using' includes being under the influence of alcohol or other illicit drugs at any time when the student is under the jurisdiction of the School District. The Board also expects students not to be in association with individuals using, dealing or supplying these substances;
- theft or vandalism of school or other's property;
- plagiarism (theft of intellectual property) which includes the written word, design, and/or ideas that the student claims as their own.
- use of lasers, lighters, open flames;
- skateboarding and use of scooters on school property, including the bus zone. These items are to be kept in lockers during school time.
- throwing snowballs on the school grounds or on the side streets around our building. This includes throwing snowballs at passing cars on the city streets.

Behaviors cited above are only some examples and are not an all-inclusive list

### **School Expectations**

The Bloom "R.U.L.E.S." Acronym was developed in the spring of 2000 and implemented school wide in September 2000. It is expected that all students embrace Bloom "R.U.L.E.S." as a guide to their behavior at Charles Bloom. Teachers will clarify various aspects of Bloom "R.U.L.E.S." as they apply to their classroom setting.

As students progress through grades 7-12, behavioral expectations will rise so that:

- student levels of maturity, personal responsibility and self-discipline will improve;
- consequences for unacceptable conduct in senior grades will likely result in more severe consequences.

Special considerations may apply to students with special needs, if they are unable to comply with the Code of Conduct due to having a disability of an intellectual, physical, sensory, emotional or behavioral nature.

### **CONSEQUENCES**

School District Policy No. 9.14.0 states; Administrative Officers...are authorized to suspend students in accordance with this policy and to take other disciplinary action to that of a kind, firm, and judicious parent.

Consequences will be applied to unacceptable student conduct. Consequences will be implemented on a case by case basis, based on the severity and the frequency of the behaviour. Progressive discipline methods will be

implemented to alter the inappropriate and/or unsafe behaviour. Consequences and support will be restorative wherever possible and appropriate. Some of these methods include:

- parent/guardian meetings;
- referral to school based team for possible school or community counseling or possible behaviour plans;
- participating in meaningful consequences for the unacceptable behaviour;
- completion of an educational discipline package;
- community service;
- conflict resolution strategies;
- small group mediations;
- informal suspension or “timeouts” – at school or home;
- referral to Restorative Justice Programs
- partial day school programs;
- suspension of student property to be returned to the parent if the property either poses a threat to students or disrupts the learning environment;
- formal suspension:
- referral to the Office of the Superintendent of Schools for possible placement to another school, district suspension program, or a district alternate program.

## NOTIFICATION

Depending on the nature of the unacceptable behaviour the school staff will contact the following people:

- parents or guardians of the student offender(s)
- parents or guardians of the student victim(s)
- a copy of the written notification to parents of any suspension will be forwarded to the Office of the Superintendent of Schools;
- RCMP and other agencies as required by law;
- school staff and school community as deemed appropriate by the school and/or district administration.

The Charles Bloom Secondary School Code of Conduct has used the structural set up, designated passages and terminology from the BC Ministry of Education Standards Department Safe, Caring and Orderly Schools Document: A Guide. Publisher: National Library of Canada Cataloguing in Publication Data. British Columbia, Ministry of Education. ISBN 0-7726-5120-5

The Safe, Caring and Orderly Schools Document can be found on the Internet at [www.bced.gov.bc.ca](http://www.bced.gov.bc.ca)

School District 22 Code of Conduct can be found on the Internet at [www.sd22.bc.ca](http://www.sd22.bc.ca)

## Attendance Procedures

If a student is absent, a parent is expected to phone the school before 9:00 a.m. of the day the student is absent. Students who must leave the school during regular class hours are required to sign out through their teacher and the office in addition to a parental phone call. **Reminder that excusing your student from school does not excuse them from the work they missed.**

## **Student Evaluation**

Parents /guardians are provided with two formal report cards each semester: one at mid-semester and a second at the end of the semester. Further all parents will receive an interim report in the first quarter of the semester and some parents may receive a final interim in the last quarter of the semester if their son or daughter is in danger of failing. Marks in all subjects are recorded as percentages and letter grades. After the first interim report, one evening is reserved to meet teachers on an appointment basis. Each department has developed a specific evaluation policy for its courses, and will share it with students at the start of the year.

## **Homework**

As part of the learning process, students may be expected to complete homework regularly. Intermediate grades can expect to average about one hour daily, while graduation program students would likely to average two hours per day. The purpose of homework, whether assigned or self-directed, is to review material taught in class, prepare for testing, broaden learning possibilities, and overcome the effects of absence. If your student does not have any assigned homework

Students are also encouraged to seek extra instruction from their subject teachers as needed. Learning Labs should be used to help with both homework and teacher support.

## **Recognition and Awards**

Students, staff, and community believe that the recognition of achievement and effort are an important part of school life. A comprehensive awards program recognizes service, effort, academic achievement, athletic performance and artistic accomplishments in various ways. For all graduating students, there is a significant opportunity to qualify for community scholarships and bursaries, based on the accomplishments of the final two years of secondary school. Details are available from the school counselors.

## **Visitors**

Visitors to CBSS are required to check in at the office regarding their business. Any person on school property without approval may be charged with trespassing. No student visitors are allowed in classrooms or inside the school during class time.

## **Personal Belongings**

The responsibility for items of personal property lies with the individual student. The school assumes no responsibility for loss or damage. Each student is assigned one locker. We highly recommend that students purchase a lock from the school, which are sold on a cost recovery basis. These locks have proven to give students the best security possible for their lockers. Students who advertise their lock combination often find themselves the victim of theft. We suggest that no money or valuable personal items be left in lockers. Students are also responsible for all textbooks and library books signed out to them. Loss or damage will be billed to the student. Regular locker checks will be conducted to assist with return of books and maintenance of a sanitary environment. Students are responsible for any damage to their assigned locker.

## **Learning Resource Centre**

The teacher-librarian is available to assist you in research, pleasure reading, technology use and quiet study. Make the most of your resources by learning to use them effectively.

## **Counselling**

The counsellors assist students with their educational, career, and personal social development.

## **Medical Services**

Students who become ill during the school day are to check into the office, where students will be assigned to the medical room until parents can be contacted.

## **Threat Assessment Fair Notice**

Charles Bloom and School District No. 22 are committed to fostering a safe, caring, inclusive learning environment where students, staff, parents and visitors feel safe. Consequently, threats of harm to self or others may result in a threat assessment that could involve student questioning, student and locker searches, cell phone confiscation, and RCMP involvement.

## **Extra-curricular program**

We encourage all students to participate in some aspect of the extra-curricular program. Many staff members voluntarily organize a wide variety of activities such as: team sports, drama, yearbook, and so on. Students are expected to fulfill their commitments to specific programs to the best of their ability. The privilege of participating in these programs carries with it the responsibility to care for all uniforms and equipment used, to maintain a positive academic standing, and to demonstrate excellent citizenship.

## CBSS TIMETABLE

**2018-2019**

**Week One**

Time	Mon	Tues	Wed	Thurs	Fri
8:30 – 9:50 80 minutes	<b>A</b>	<b>A</b>	<b>A</b>	<b>B</b>	<b>A</b>
9:50 – 10:05 15 minutes	<b>Break</b>				
10:05-11:25 80 minutes	<b>B</b>	<b>B</b>	<b>A</b>	<b>B</b>	<b>B</b>
11:25-12:05 40 minutes	<b>Lunch</b>				
12:05 – 1:25 80 minutes	<b>C</b>	<b>C</b>	<b>D</b>	<b>C</b>	<b>C</b>
1:25 – 1:38 10 minutes	<b>Break</b>				
1:38-3:00 82 minutes	<b>D</b>	<b>D</b>	<b>D</b>	<b>C</b>	<b>D</b>

**Week Two    DCBA**

**Week Three    BADC**

**Week Four    CDAB**