



# **Welland Centennial Student Handbook**

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Welland, Ontario  
L3C 3W2

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Attendance Number: 905-735-6876

Fax: 905-735-8063

Website: [centennial.dsbn.org](http://centennial.dsbn.org)

Email: [cen@dsbn.org](mailto:cen@dsbn.org)

Principal: Mrs. Tammy Zonneveld

Vice-Principal: Mr. Roy Zuccarello

Student Services : Mr. Sardella, Ms. Brennand, Ms. Huska



## Secondary Student Handbook

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# Welcome to the DSBN Family!

We are looking forward to working with you  
and your family to support all students.

The purpose of this handbook is to give you an understanding of how we support a safe, inclusive, welcoming school culture focused on student learning. In the following pages, you'll see the commitments

we make to you and your students. This handbook also outlines the principles of good citizenship for all members of our educational community.

One of our most important commitments is to open communication between the school and home. If you have any questions about this handbook, we encourage you to contact the school who will be happy to discuss them with you.

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WELLAND CENTENNIAL SECONDARY SCHOOL TIMETABLE	
8:10 – 9:30	Period 1
9:30 – 9:35	Break
9:35 – 10:50	Period 2
10:50 – 11:40	Lunch
11:40 – 12:55	Period 3
12:55 – 1:00	Break
1:00 – 2:15	Period 4
2:15	Dismissal



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### IMPORTANT DATES - 2020-2021

#### **Semester 1**

September 2, 2020	Professional Development Day
September 3, 2020	Professional Development Day
September 7, 2020	Labour Day
September 8, 2020	First Day of School
September 23, 2020	Picture Day
October 9, 2020	Professional Development Day
October 10, 2020	Graduation Ceremony Class of 2020
October 12, 2020	Thanksgiving Day
October 19, 2020	Progress Reports Distributed
October 20, 2020	Picture Retake Day
October 22, 2020	Parent Teacher Interviews
November 4, 2020	Grade 9 Take Our Kids To Work Day
November 2-9, 2020	Grad Photos
November 11, 2020	Remembrance Day
November 20, 2020	Professional Development Day
November 24, 2020	Midterm Report Cards
December 3, 2020	Grade 8 Open House
December 21, 2020 – January 1, 2021	Winter Break
January 4, 2021	First Day of Class After Winter Break
January 19, 2021	Grade 9 EQAO Math Assessment
January 29 – February 4, 2021	First Semester Exams
February 5, 2021	Professional Development Day

#### **Semester 2**

February 8, 2021	Semester 2 Begins
February 10, 2020	Semester 1 Final Report Cards Mailed
February 15, 2021	Family Day
March 15 – 19, 2021	March Break
March 29, 2020	Progress Reports Distributed
March 31, 2020	Parent Teacher Interviews
April 8, 2021	Ontario Secondary School Literacy Test
April 2, 2021	Good Friday
April 5, 2021	Easter Monday
April 12-May 11, 2021	Ramadan
April 27, 2020	Mid-semester Report Cards
May 24, 2021	Victoria Day
June 10, 2021	Grade 9 EQAO Math Assessment ??
June 22-28, 2021	Semester 2 Exams
June 28, 2021	Last Day of School for Students
June 29, 2021	Graduation Ceremony Class of 2021
June 29, 2021	Professional Development Day
June 30, 2021	Professional Development Day
July 3, 2020	Semester 2 Report Cards Mailed



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### MISSION STATEMENT

It is the mission of Welland Centennial Secondary School to empower students to improve individual performance, achieve personal goals, and become responsible citizens.

*C'est la Mission de L'Ecole Secondaire Welland Centennial de se surpasser à inculquer aux élèves les habiletés nécessaires pour améliorer leur performance individuelle, atteindre leurs buts personnels, et devenir des citoyens responsables.*

### COMMUNICATION

The relationship between parents and the school is a key component of student success. Our staff work hard to foster open communication with parents. If you have feedback or concerns about your student's education, we invite you to contact your student's teacher as a first point of contact.

We use a variety of tools to provide families and the community with timely information about the school and activities.

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**Website:** [centennial.dsbn.org](http://centennial.dsbn.org)

**Email:** [cen@dsbn.org](mailto:cen@dsbn.org)

**Twitter:** @WCSSCougars

**Instagram:** [wcsscougs](https://www.instagram.com/wcsscougs)

### SAFE ARRIVAL/ATTENDANCE PROCEDURES

Our school has an easy method for you to report your student's absences. With Safe Arrival, you can report daily absences and schedule absences by using one of the following:

- Calling the toll-free phone line at 1-866-479-3261
- Logging on to the web portal at
- [www.safearrival.com](http://www.safearrival.com)
- Using your smart phone or tablet. Simply download the School Messenger app

**We ask that you report all absences prior to bell time for the current day.**

**To support the safety of our students, if your student is not at school and has not been reported absent, our staff will attempt to reach you and your contacts to confirm their whereabouts.**

**If a student arrives late to school or needs to leave early, they must sign in/out. It is the responsibility of the student to make up missed work.**



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### VACATIONING STUDENTS

The Ontario Curriculum emphasizes in-class demonstration of skills and knowledge. It may not be possible to reschedule certain elements of course evaluation if missed. Students **should not plan** vacations outside of the statutory holiday periods and are fully responsible for any work missed at school. One week prior to going on vacation, students must complete the Student Notification of Vacation form (available in the Attendance Office).

Students must be prepared to:

- Have extra assignments before they leave on vacation
- Have extra assignments upon their return
- Accept that in certain subject areas there may not be the possibility of make-ups or extra assignments.

### INCLEMENT WEATHER

There may be times during the school year where inclement weather or other situations could cause transportation cancellations or school closures. At times, when student transportation has been cancelled and schools remain open, the decision to have student attend school on that day rests with the parent or guardian.

**EXAMS:** If inclement weather occurs on exam days, detailed instructions will be provided for rescheduling.

Information about transportation cancellations and school closures will be available through the following channels:

- [www.dsbn.org](http://www.dsbn.org) or [www.nsts.ca](http://www.nsts.ca)
- DSBN Facebook or Twitter
- NSTS Transportation Delay or Cancellation Alerts
- Niagara Student Transportation Service
- 905-346-0290 Voice Auto Attendant
- Local radio and television stations.

### COLLECTION OF FUNDS & PERMISSION FORMS

School Cash Online is a safe, reliable portal that will ensure the security of your information. School Cash Online, enables you to use your debit or credit card to make quick and easy payments. Our school also uses School Cash Online to obtain permission for school events.

To gain access to the system, simply click on the "School Cash" button which is located on our school website.

Parents that do not bank online are always welcome to come into the office to pay for items, and to sign permission forms.



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### **PICK UP/DROP OFF**

Pick up and drop off are some of the busiest times of the day, with many buses, students and parents in our parking lot. The procedures we have in place are designed to support a safe, smooth and efficient transition for everyone at these critical times.

To support student safety, we ask that you:

**Pick up and drop off your student in the front parking lot. Please do not use the bus lane for pick up or drop off. For everyone's safety students should not be dropped off at the back doors in the staff parking area.**

### **PARKING/SAFE DRIVING**

Student parking is located at the front of the school. The back parking lot is reserved for staff. Students are not permitted to park in the back parking lot or at the Niagara Region Community Services building next door to the school. Please ensure that you drive and park with caution and courtesy to ensure your safety and the safety of others.

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### **VISITORS**

We want all visitors to feel welcome at our school. The procedures we have in place help us provide you with timely access to the school and give our entire school community confidence that student safety is being maintained.

Once you enter the school, please report directly to the main office where our staff can assist you. There, you will sign in and receive a visitor badge that identifies you as a trusted member of our community. At the end of your visit you will sign out at the office.

### **SCHOOL VOLUNTEERS**

At our school, we believe everyone has a contribution to make towards student success. We appreciate the support of volunteers who offer their services improve the education and lives of our students.

To ensure the safety of our students and the school community, all volunteers must fill out the volunteer forms and get prior approval from the Principal. The DSBN has created a helpful handbook to support our school volunteers. If you are interested in becoming more involved with our school, please contact the office and our staff would be happy to work through the process with you.



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### **SCHOOL COUNCIL**

Our School Council provides a vital link between the school, parents and community. The council is made up of dedicated parent volunteers interested in supporting student success. The council meets regularly throughout the school year and provides feedback and supports programs to improve student achievement.

We encourage you to become involved. Meetings are open to all parents/guardians of Centennial students. If you are interested in attending a meeting or would like more information about the council, please call the school. You may also find more information on our website.

### **SMOKING/VAPING**

Smoking and vaping are not allowed in schools or on school grounds. Adults wishing to smoke or vape in public areas must be at least 20 meters from school grounds.

### **BELONGINGS**

Students who choose to bring personal items to school do so at their own risk and must accept responsibility for their care. We will not be held responsible for damage, loss, or theft.

### **LOCKERS**

At our school, students are assigned lockers. Students are expected to keep their personal belongings in their locker, clean it regularly, and make sure locker doors are locked.

Lockers are the property of the DSBN and are used by students with permission of the school. Students are advised that the school has the right to search lockers and remove locks, if necessary.

Where the school has concerns of possible criminal violations, the search may also include the Niagara Regional Police who may use any of their investigative tools, including the trained canine unit.

### **ELEVATOR KEYS**

Students unable to use the stairs due to injury or special needs may obtain an elevator key from the Main Office. Failure to return the key will result in payment of the replacement cost of the key.

### **TEXT BOOKS AND SCHOOL MATERIALS**

Students are responsible for the care and return items borrowed from school including textbooks, musical instruments, team uniforms, and other equipment. Students will be responsible for the cost to replace missing or damaged items.





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### **PREVALENT MEDICAL CONDITIONS**

If you have a student with a prevalent medical condition (Anaphylaxis, Asthma, Diabetes, Epilepsy or others) we want to make sure we have a current Plan of Care to support your student.

All parents of students with prevalent medical conditions are asked to fill out the new Plan of Care and submit to the school.

You can download the forms here: [dsbn.org/prevalent-medical-conditions](http://dsbn.org/prevalent-medical-conditions).  
For more information, please contact the school.

### **CONCUSSIONS**

The DSBN has a concussion policy and procedures to support proper prevention, identification, management, and return to learn strategies. If your student has sustained a suspected or actual concussion either at school or outside of school, please to make sure the office is aware. Concussion protocol paperwork must be completed as soon as possible.

The DSBN engages in concussion education in a variety of ways, including recognizing Rowan's Law Day commemorated on the last Wednesday in September to raise awareness about concussions.

### **SCENT SENSITIVITY**

At Centennial we have a number of students and staff who are highly sensitive to scented products. Students are asked to refrain from spraying any products, i.e. perfume, hair spray, body spray, etc., in the hallways. The excessive use of such products can have health effects for some staff and students. We would ask that all students respect the rights of staff and students who are scent sensitive.

### **FIRE DRILLS/EMERGENCY EVACUATIONS/ LOCKDOWNS**

We're committed to maintaining our schools as safe places for all of our students. To create and maintain a culture of safety, we practice both fire and lockdown procedures at several times during the school year. School staff work with students to ensure they understand these procedures and feel comfortable acting should the circumstances ever warrant.



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### ONTARIO CURRICULUM

Click here to view the curriculum for your subject's [www.dsbn.org/secondary/curriculum](http://www.dsbn.org/secondary/curriculum)

### SPECIAL EDUCATION

Special education supports and programs are responsive to the strengths and needs of each student ensuring a successful learning environment for all. Working together and collaborating with parents as a team to support our students is essential to achieving success. For more information please contact your student's special education resource teacher.

### INDIGENOUS SELF-ID

The DSBN provides programs and measures to support all First Nations, Métis, and Inuit students. All First Nations, Métis, and Inuit students have the right to voluntarily self-identify so that they may receive supportive programming and instructional practices that better serve their learning needs. The first such measure in recognizing this right is to establish self-identification procedures to identify, collect, and aggregate student achievement data for students.

#### WHO CAN IDENTIFY?

Any student of Indigenous ancestry, First Nations (Status, Non-Status), Métis, or Inuit can identify. This process is completely voluntary and confidential, and no proof of ancestry is needed.

#### HOW IS THE DATA COLLECTED?

Students can identify by filling in the student registration form or the student information update form any time during the school year.

#### WHAT IF I DO NOT WISH TO PARTICIPATE?

Students and/or Parents/Guardians who do not wish to participate will not check off any box. The self-identification will remain open to all who attend the DSBN. You can activate self-identification at any time by requesting a student registration form or self-identification postcard from the main office.

For further information email: [Indigenous@dsbn.org](mailto:Indigenous@dsbn.org) or call Indigenous Consultants at: 905-641-2929; K-8 ext. 52246, 9-12 ext. 52317

<https://www.dsbn.org/indigenous-education/>

### FIELD TRIPS/EXPERIENTIAL LEARNING

Field trips and experiential learning provide your student the opportunity to learn outside of their classroom. When planning these experiences, we consider curriculum connections, safety



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of students and accessibility for all. We will work together to address any barriers to your student's participation.

### USE OF TECHNOLOGY FOR LEARNING

To enhance the learning and empowerment of our students and maintain an effective and safe electronic learning environment, the DSBN requires that all students follow the rules and regulations set by the Ministry of Education.

### REPORT CARDS/PARENT & TEACHER MEETINGS

Each semester, there are three reporting periods: progress report, mid-term report and final report. After the progress report for each semester, Parent-Teacher Interviews are held so that parents can meet with their student's teacher.

### ACADEMIC INTEGRITY

DSBN schools strive to help students develop integrity, a strong work ethic, learning skills and work habits needed for success beyond school. Academic integrity means that students complete their own work, ask the teacher questions if they are unsure, and use proper citations when using another person's work for reference.

Plagiarism is when students claim that schoolwork, they have submitted is theirs, even when a part or all of it has been taken from an uncredited source.

#### Some examples are:

- Using a sentence word for word without citing the source
- Using diagrams, charts, graphics, without citing the source
- Submitting work by another person and claiming it as your own
- Paraphrasing without citing the source
- Copying and pasting from the internet

#### What is a Proper Citation?

A citation is when the student gives credit by including the name of the author, title of source, and location of the original source. An example is, "Trudeau, J. 2019. Statement by the Prime Minister on Earth Day. Accessed from:

<https://pm.gc.ca/eng/news/speeches>"

### CONSEQUENCES

Consequences for academic dishonesty are considered on a case-by-case basis. Teachers use their professional judgment in cases of suspected academic dishonesty. Consequences may include one or more of the following:



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- Redoing part or all of an assignment
- Completing an alternative assignment
- A loss of marks
- A mark of zero
- Suspension

### GRADUATION CREDIT REQUIREMENTS

To graduate with your Ontario Secondary School Diploma (OSSD) you need 30 credits: 18 Compulsory and 12 Elective.

- **English:** 4 courses
- **Math:** 3 courses
- **Science:** 2 courses
- **French as a Second Language:** 1 course
- **Canadian Geography:** 1 course
- **Canadian History:** 1 course
- **The Arts:** 1 course
- **Health and Physical Education:** 1 course
- **Civics:** .5
- **Careers:** .5

### PLUS ONE CREDIT FROM EACH OF THE FOLLOWING GROUPS:

- **1 Group 1:** additional credit in English, or French as a second language, or a Native language, or a classical or an international language, or social sciences and the humanities, or Canadian and world studies, or guidance and career education, or cooperative education.
- **1 Group 2:** additional credit in health and physical education, or the arts, or business studies, or French as a second language, or cooperative education.
- **1 Group 3:** additional credit in Science (Grade 11 or 12), or technological education, or French as a second language, or computer studies, or cooperative education.

### IN ADDITION, STUDENTS MUST COMPLETE:

40 Hours Community Service (completed over 4 years)

The provincial literacy requirement – OSSLT

### COMMUNITY INVOLVEMENT HOURS

Every student who begins secondary school in Ontario is required to complete a minimum of 40 hours of community involvement to receive their diploma. This requirement encourages students to develop an understanding of the various roles they can play in their communities and to help them develop a greater sense of belonging within their communities.

Talk to guidance to learn more about how to earn and track your hours.



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### **DEMONSTRATION OF LEARNING**

Demonstration of Learning is a secondary school initiative that applies to all Grade 9 and 10 Applied, Essential and Open level classes. The goal of Demonstration of Learning is focused on students achieving a minimum of 70% in all classes. Students who meet the criteria may be eligible to complete the course without writing the final exam and will not be required to come

to school the day of the exam. Any student who meets the criteria may choose to write the exam if they wish. The school staff will determine the eligibility in the final weeks of each term.

#### **CRITERIA:**

- Final course mark for the semester must be a minimum of 70%
- Attendance – a maximum of nine days absent,
- excluding school related activities (please be aware that legitimate absences due to illness/appointments are included as part of the nine days)
- Assignments – all major assignments are completed
- Suspensions – no suspensions during the semester

### **AWARDS**

#### **HONOUR ROLL**

DSBN secondary schools value the commitment and hard work of all our students. The honour roll is one way that students can be recognized for their academic accomplishments. Students



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in all pathways will be considered for the honour roll if they have an average of 80% on their top eight courses for the school year. Grade twelve academic achievement is honoured through graduation awards.

**Please note the following:**

**Summer School:**

- **GRADE 9** - Summer school courses taken the summer before and the summer after grade 9 are included.
- **GRADES 10 & 11**- Summer school courses taken the summer after each grade are included.

**E-Learning, Night School & Alternative Pathways Program**

- all courses included

**Cooperative Education (Double Credit)**

- weighted according to the number of credits.

**Students taking Resource & Student Success Periods  
(Spare in Grade 11)**

- minimum credits to be adjusted.

**Specialized School to Community**

- include when integrated at principal's discretion

**Students with unusual circumstance**

**(e.g. Instructional Outreach, Supervised Alternative Learning)**

- minimum credits adjusted at principal's discretion

### WELLAND CENTENNIAL ACHIEVEMENT AWARDS

Academic	Athletics	Co-Curricular
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<u>Each Course Mark</u>		Basketball	15	Student Council Exec.	20
90%	6	Cheerleading	15		
80%	5	Football	15	Student Council Rep.	15
70%	4	Volleyball	15	Cats Band	15
		Rowing	15	Concert Band	15
		Rugby	15		
<u>Course Award Winner</u>				Drama Production	15
Per Award	5	Baseball	10	Production Band	15
		Cross Country	10	Dance Team	15
<u>Academic Activities</u>		Badminton	10		
Peer Tutor	5	Soccer	10	Tech Club	10
Mentor	5	Track and Field	10	Vocal Ensemble	10
ELS Partner	5	Swimming	10	Music Ensemble	10
		Rowing	10	Relay for Life Committee	10
		Curling	10		
<u>Academic Contests</u>				Safe School Team	5
Participant	5	Ice Hockey	5	Book Club	5
Winner	5	Golf	5	Chess Club	5
		Tennis	5	OSAID	5
<u>Skills Competitions</u>		Softball	5	Centennial for Christ	5
Participant	5	Ultimate Frisbee	5	Debate Club	5
Winner	5	Ski Club	5	Reach for the Top	5
		Figure Skating	5	Environmental Club	5
		Team Manager	5	Model Building	5
		Score Keeper	5	Photography	5
				Robotics	5
		<u>Additional Point Sources</u>		Cappies	5
		SOSSA Qualifier	5	Relay for Life Participant	5
		OFSSA Qualifier	10	Step Past the Stigma Walk	5
				Prom Committee	5
				Manga Club	5
				Media Arts Club	5
				Me to We Club	5
				Weight Room	5
GOLD AWARD		300 points in a minimum of 2 years			
SILVER AWARD		250 points in a minimum of 2 years			
BRONZE AWARD		200 points in a minimum of 2 years			

### STUDENT SERVICES DEPARTMENT AT CENTENNIAL

#### GUIDANCE COUNSELLING

Mr. D. Sardella, Mrs. V. Brennand, Ms. Huska

For each student, through individual, small and large group sessions, our goals are to:



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- facilitate success in school by recognizing strengths and supporting weaknesses;
- help identify interests, aptitudes, skills and explore diverse opportunities;
- assist in planning/ attaining realistic educational and vocational goals;
- assist in dealing with problems of personal or interpersonal natures.

### PEER TUTORING

Senior level students with a minimum of 75% in the related course may apply to be a peer tutor to assist grade 9 and 10 students in their courses. The Leadership and Peer Support (GPP301) course also develops seniors as classroom helpers or PALS.

### GRADE 11 ACADEMIC STUDY PERIOD

WCSS does not typically allow spares in Grade 11. However, there are circumstances where students may demonstrate an academic benefit to having a single work period in their Grade 11 year. The following criteria needs to be met for a student to be given consideration:

- 18 credits by the end of Grade 10
- An average of 80% or better in Grade10
- A completed Parental Consent Form
- Principal approval

### SOCIAL WORKER

Centennial's Social Worker is accessed through the Student Services Office. Works with students and parents to provide clinical support for students. Liaises with medical/mental health agencies as necessary. Book appointments through the Guidance Office.

### YOUTH COUNSELLOR

Centennial's youth counsellor, accessed through the Student Services Office, provides discreet support for students with personal, emotional and family concerns. Please book appointments with the Guidance Secretary.

### ALCOHOL AND DRUG COUNSELLING,

Ms. Joanne Baker

(private bimonthly counselling by appointment through Main Office)

To access help with substance use and abuse .....and is a first step in the right direction!

Individual, group and parental counseling. Workshops deal with drug and alcohol issues.

### SPECIAL EDUCATION RESOURCE SUPPORT Room 115

Students who have an Individual Education Plan or need academic support may access the support of a Special Education Resource Teacher (SERT). As often as possible, this support will be provided within the regular classroom setting.





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### HEALTH COUNSELLING/SCHOOL NURSE

Appointments through the Guidance Secretary. The school nurse provides personal counselling for specific health needs. Group presentations include nutrition, lifestyle programs, education, communicable disease and immunization program, smoking prevention/cessation, dental health, stress management and injury prevention. [www.niagararegion.ca](http://www.niagararegion.ca)

**CO-OP EDUCATION (& O.Y.A.P.)** Pre-Employment Experience and Pre-Apprenticeship  
Earn credits by combining on-the-job experiences with in-school studies. Through OYAP, the Ontario Youth Apprenticeship Program, in-school courses and on-site work are credited to apprenticeship hours. Co-op prepares students for the demands of the work world while providing direction and developing self-confidence. The Co-op placement runs for a half day in each semester

### MENTAL HEALTH & WELL-BEING SCHOOL SUPPORTS

Mental health and well-being is an important factor in student success. Learning to form healthy relationships, maintain physical health, academic engagement, and educational achievement are all impacted by mental health and well-being.

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Students mental health and well-being is supported in many ways:

- Helping students feel safe and included
- Instilling a sense of belonging and connectedness
- Working with them to feel confident in their identity

There may be times where the challenges of school and life, lead students to feel overwhelmed. Every student has access to a comprehensive support system to help them succeed. It starts with anyone in the DSBN that students identify as a caring adult.

To learn more visit:

<https://www.dsbni.org/well-being>

### MENTAL HEALTH & WELL-BEING COMMUNITY SUPPORTS

#### KIDS HELP PHONE

Kids Help Phone is always there for you. No matter what you want to talk about, they're there to listen. No judgment, totally private, 24/7.

- Call 1-800-668-6868
- Text CONNECT to 686868
- Live chat and explore resources at [www.kidshelpphone.ca](http://www.kidshelpphone.ca)



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### **ANXIETY CANADA YOUTH**

You are not alone! Many teens experience difficulties with anxiety. There are lots of things that you can do to take charge of your anxiety for good.

- Visit [www.youth.anxietycanada.com](http://www.youth.anxietycanada.com)
- Download the MindShift CBT app

### **PATHSTONE MENTAL HEALTH NEED HELP NOW?**

Call 1-800-263-4944

Youth up to age 17 may visit the Hear & Now Walk-in Clinic at:

- 1338 Fourth Ave. in St. Catharines  
Open Mondays to Thursdays 9am - 7pm  
Fridays 9am - 4pm

### **CANADIAN MENTAL HEALTH ASSOCIATION (CMHA) – NIAGARA BRANCH**

If you're age 16 or older, you may visit the CMHA Adult Walk-In Clinic at:

- 1338 Fourth Ave. in St. Catharines Open Tuesdays 11:30am-5:30pm

### **LGBTQ+ YOUTH LINE**

A confidential, safe, and judgment-free place to talk for lesbian, gay, bisexual, transgender, queer, or questioning youth.

- Call 1-800-268-9688
- Text 647-694-4275
- Live chat and explore resources at [www.youthline.ca](http://www.youthline.ca)

### **TEENMENTALHEALTH.ORG**

This website is designed to share information about teen mental health and provide resources that can help you understand your mental health and help those you care about.

- Start by visiting [www.teenmentalhealth.org/learn](http://www.teenmentalhealth.org/learn)

### **STUDENT COUNCIL**

Students' Council is a group of students elected to represent the school. These leaders arrange most school events, including running of assemblies, lunch time activities, games, contests, dances and coffee houses. Their responsibilities are many: making posters, presenting announcements, filling display cases, and interacting with the student body. Students' Council



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works hard to make the school year a success. Suggestions are always appreciated! School spirit and participation is the only way to make Cougar Country the place to be!

### SPORTS AND CLUBS

These are some of the sports and activities that we have traditionally offered at Welland Centennial Secondary School. Listen to morning announcements to find out how to get involved.

#### Sports:

Badminton  
Baseball  
Basketball  
Cheerleaders  
Cross-Country  
Curling  
Football  
Golf  
Hockey  
Rowing  
Rugby  
Ski-Club  
Soccer  
Softball  
Swimming  
Tennis  
Track-and-Field  
Volleyball

#### Clubs:

A-Team (Ambassadors)  
Anime  
Cappies  
Centennial Change Makers  
Centennial for Christ  
Centennial Music –  
A-Choired Taste  
Alley Cats Band  
Cat's Meow Band  
The Cats Band  
Concert Band  
Instrumental Ensembles –  
Saxophone, Guitar, and  
Percussion  
Vocal Ensemble  
Chess Club  
Dance Team  
Drama Productions  
Environmental Club  
Homework Club  
Manga Club  
Media Arts  
O.S.A.I.D.  
Reach for the Top  
Robotics  
Safe Schools Team  
Theatre Tech Club  
Weight Room

### CODE OF CONDUCT

District School Board of Niagara (DSBN) believes that a school should be a place that promotes responsibility, respect, civility and academic excellence in a safe learning and teaching environment. A positive school climate exists when all members of the school community feel safe, included, accepted, and agree that it is the responsibility of all individuals to actively contribute to a positive school climate.



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The DSBN believes that to foster a positive school climate that supports student achievement and well-being, a focus should be on prevention and early intervention strategies to address inappropriate behaviour. These standards of behaviour apply whether on school property, on school busses, or other transportation means supplied by DSBN, at school-related events or activities or in any other circumstance that could have an impact on the school climate.

The provincial Code of Conduct outlined in PPM 128, revised October 17, 2018, sets clear provincial standards of behaviour.

All DSBN schools will have a link to policy G-08: Code of Conduct for Schools on their website and if applicable, in their school agendas.

### **PURPOSES OF THE CODE**

Subsection 301(1) of Part XIII of the Education Act states that “the Minister may establish a code of conduct governing the behaviour of all persons in schools”. Subsection 301(2) sets out the purposes of this provincial code of conduct, as follows:

1. To ensure that all members of the school community, especially people in positions of authority, are treated with respect and dignity
2. To promote responsible citizenship by encouraging appropriate participation in the civic life of the school community
3. To maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility
4. To encourage the use of non-violent means to resolve conflict
5. To promote the safety of people in the schools
6. To discourage the use of alcohol, illegal drugs and, except by a medical cannabis user, cannabis
7. To prevent bullying in schools

### **STANDARDS OF BEHAVIOUR**

Respect, Civility, and Responsible Citizenship All members of the school community must:

- Respect and comply with all applicable federal, provincial, and municipal laws
- Demonstrate honesty and integrity
- Respect differences in people, their ideas, and their opinions



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- Treat one another with dignity and respect at all times, and especially when there is disagreement
- Respect and treat others fairly, regardless of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status, or disability
- Respect the rights of others
- Show proper care and regard for school property and the property of others
- Take appropriate measures to help those in need
- Seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully
- Respect all members of the school community, especially persons in positions of authority
- Respect the need of others to work in an environment that is conducive to learning and teaching
- Not swear at a teacher or at another person in a position of authority

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### SAFETY

#### All members of the school community must not:

- Engage in bullying behaviours
- Commit sexual assault
- Traffic in weapons or illegal drugs
- Give alcohol or cannabis to a minor
- Commit robbery
- Be in possession of any weapon, including firearms
- Use any object to threaten or intimidate another person
- Cause injury to any person with an object
- Be in possession of, or be under the influence of alcohol, cannabis (unless the individual has been authorized to use cannabis for medical purposes), and illegal drugs
- Provide others with alcohol, illegal drugs, or cannabis (unless the recipient is an individual who has been authorized to use cannabis for medical purposes)

### TEACHERS AND OTHER SCHOOL STAFF

Under the leadership of their principals, teachers and other school staff maintain a positive learning environment and are expected to hold everyone to the highest standard of respectful and responsible behaviour. As role models, teachers and other school staff uphold these high standards when they:



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- Help students work to their full potential and develop their sense of self-worth
- Empower students to be positive leaders in their classroom, school, and community
- Communicate regularly and meaningfully with parents
- Inflict or encourage others to inflict bodily harm on another person
- Engage in hate propaganda and other forms of behaviour motivated by hate or bias
- Commit an act of vandalism that causes extensive damage to school property or to property located on the premises of the school

According to PPM 128, the following responsibilities are outlined to support a collaborative ownership of the code of conduct.

### SCHOOL ADMINISTRATORS

Under the direction of DSBN, school administrators take a leadership role in the daily operation of a school. They provide this leadership by:

- Demonstrating care for the school community and a commitment to student achievement and well-being in a safe, inclusive, and accepting learning environment
- Holding everyone under their authority accountable for their own behaviour and actions
- Empowering students to be positive leaders in their school and community
- Communicating regularly and meaningfully with all members of their school community
- Maintain consistent and fair standards of behaviour for all students
- Demonstrate respect for one another, all students, parents, volunteers, and other members of the school community
- Prepare students for the full responsibilities of citizenship

### STUDENTS

Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others, and for the responsibilities of citizenship through acceptable behaviour. Respect and responsibility are demonstrated when students:

- Come to school prepared, on time, and ready to learn
- Show respect for themselves, and for others, and for those in positions of authority
- Refrain from bringing anything to school that may compromise the safety of others
- Follow the established rules and take responsibility for their own actions

### PARENTS/GUARDIANS

Parents/Guardians play an important role in the education of their students and can support the efforts of school staff in maintaining a safe, inclusive accepting, and respectful learning environment for all students. Parents/Guardians fulfill their role when they:



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- Are engaged in their student's schoolwork and progress
- Communicate regularly with the school
- Help their student be appropriately dressed and prepared for school
- Ensure that their student attends school regularly and on time
- Promptly report to the school their student's absence or late arrival
- Become familiar with the provincial Code of Conduct, the DSBN Code of Conduct, and, if applicable, the school's Code of Conduct
- Encourage and assist their student in following the rules of behaviour
- Assist school staff in dealing with disciplinary issues involving their student

### COMMUNITY PARTNERS

Through outreach, existing partnerships may be enhanced and new partnerships with community-based service providers and members of the community (e.g., Elders, Senators, Knowledge Keepers) may also be created. Community-based service providers and resources that boards can use to deliver prevention or intervention programs. Protocols are effective ways of establishing linkages between boards and community-based service providers and of formalizing the relationship between them. These partnerships must respect all applicable collective agreements.

### POLICE

The police play an essential role in making our schools and communities safer. The police investigate incidents in accordance with the protocol developed with the DSBN. These protocols are based on the Provincial Model for a Local Police/School Board Protocol, 2015, developed by the Ministry of Community Safety and Correctional Services and the Ministry of Education.

## FREQUENTLY ASKED QUESTIONS - CENTENNIAL ROUTINES



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➤ **If you are absent from school?**

Parents must phone the school to inform us of your absence **(905-735-6876)** or e-mail **CenAttendance@dsbn.org**. A message may be left 24 hours a day. If you are 18, you are responsible to notify us that you have a valid reason to be excused from school.

➤ **If you are late for school?**

Sign in at the office. Punctuality is important, as it leads to falling behind in classes and may result in progressive discipline.

➤ **If you must be excused during the day?**

Go to the Attendance Office before leaving the school. **(A signed note from home or parental phone call is required)**. If you return the same day, sign-in when you get back. Leaving school without signing in or out is truancy.

➤ **If you are sent out of class by the teacher?**

Report directly to the Office. You will be required to fill in a student discipline report. Failure to report to the office may result in further consequences.

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➤ **If you feel too ill to stay in class?**

**You must** ask your teacher to be excused and then report to the office. We will assist in making appropriate arrangements for you.

➤ **If you have an injury or accident?**

In order to ensure that students are safe and comply with insurance regulations, an accident report must be completed A.S.A.P. in the Main Office.

➤ **If you require emergency medicines (e.g., Epi-pens)**

Students in need of prescribed emergency medicines **must** have them in their possession at **all** times. For emergency reasons, it is strongly recommended that anaphylactics have an extra epi-pen stored in the main office. We cannot give students Aspirin or Tylenol under any circumstances.

➤ **If you lose something of value?**

Check Lost and Found in the Caretaker's Office. Inform the Principal or Vice-Principal of your loss. Keep a lock on your locker and your locker combination number **confidential**. Note: The school is **not** responsible for lost or stolen items. **Do not bring valuables to school.**

➤ **If you want a visitor to come to school?**

Student visitors are not allowed at school unless prior permission is given from the Principal or Vice-Principal. All visitors to the school must sign in at the office. Administration reserves





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the right to limit or refuse visitors to the school.

➤ **Where can I drop off my child for school?**

Please use the main entrance and drop off at the auditorium entrance. Students should **NOT** be dropped off in the staff parking lot for safety reasons. Parents are asked to obey all signs and to park only in the designated areas between the lines.

➤ **Where can I use the telephone?.** There is a courtesy phone in the Guidance Office is available only to students who have an emergency and need the phone. Phone calls should **not** be made during class time. **Students may not use cell phones in class.**

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➤ **If you bring a car to school?**

Students must park only in **the student parking lot (front of school)**. If you drive carelessly in our parking lot, parking privileges will be removed.

➤ **Now that I am eighteen, can I sign out for any reason?**

Eighteen-year-old students are considered to be adults and can sign out without parent permission. If you sign out without a valid excuse, you could face consequences in your courses or with Administration. Be responsible with this privilege.

➤ **Can I bring my skateboard/inline skates to school?**

Students are allowed to store their boards and skates in their lockers during the school day, however they are **NOT** to be used any time during the school day on school property (including sidewalks and parking lots).

# Secondary Student Handbook

## WELLAND CENTENNIAL SECONDARY SCHOOL

