

PERSONAL AGENDA AND HANDBOOK

Agenda personnel et livret de l'étudiant

2025-2026



École secondaire

SENTINEL

Secondary School

SCHOOL MOTO
Summis Cum Animis

"Home of the Spartans"

"Le foyer des Spartiates"

1250 Chartwell Drive
West Vancouver, B.C.
V7S 2R2

Telephone: (604) 981-1130
Fax: (604) 981-1131
Email: sentinel@wvschools.ca

NAME: _____

Grade: _____

Student/Pupil #: _____

PEN #: _____

Textbook Serial Numbers		
<i>Title</i>	<i>Number</i>	<i>Course</i>

<i>Day</i>	<i>Block</i>	<i>Class</i>	<i>Room</i>	<i>Teacher</i>
1	1			
1	2			
1	3			
1	4			
2	1			
2	2			
2	3			
2	4			

Week 1/Week 2

Week 1				
Monday	Tuesday	Wednesday	Thursday	Friday
Day 1-1234	Day 2-1234	Day 1-2314	Day 2-2314	Day 1-3124

Week 2				
Monday	Tuesday	Wednesday	Thursday	Friday
Day 2-3124	Day 1-1234	Day 2-1234	Day 1-2314	Day 2-2314

SENTINEL SCHOOL TIMETABLE

FIT Day Schedule – Monday/Thursday

Time Period	Activity
8:30 – 9:37	Block 1
9:37 – 9:52	Break
9:52 – 11:00	Block 2
11:00 – 11:50	FIT
11:50 – 12:55	Block 3
12:55 – 1:40	Lunch
1:40 – 2:50	Block 4

Non-FIT Day Schedule – Tuesday/Wednesday/Friday

Time Period	Activity
8:30 – 9:50	Block 1
9:50 – 10:00	Transition
10:00 – 11:20	Block 2
11:20 – 11:35	Break
11:35 – 12:55	Block 3
12:55 – 1:40	Lunch
1:40 – 3:00	Block 4

Collaboration Day Schedule

Time Period	Activity
8:30 – 9:25	School Collaboration
9:30 – 10:35	Block 1
10:40 – 11:40	Block 2
11:40 – 11:55	Break
11:55 – 12:55	Block 3
12:55 – 1:40	Lunch
1:40 – 3:00	Block 4

SCHOOL CALENDAR 2025-2026

September

1	Monday	Labour Day Statutory Holiday
2	Tuesday	School Opens
24	Wednesday	Meet the Teacher, 6:00 pm
25	Thursday	Collaboration Day- students start at 9:30 am
26	Friday	Professional Day- no school
30	Tuesday	National Day for Truth and Reconciliation Statutory Holiday

October

13	Monday	Thanksgiving Day Statutory Holiday
24	Friday	Professional Day – no school
30	Thursday	Collab Day- students start at 9:30 am

November

11	Tuesday	Remembrance Day Statutory Holiday
24	Monday	Professional Day- no school
25	Tuesday	Learning Update 1 marks posted.
27	Thursday	Collaboration Day- students start at 9:30 am

December

19	Friday	Last day before Winter Break, early dismissal 12:00 pm
22	Monday	Winter Break (Dec 22-Jan 2)

January

5	Monday	School Re-opens
28	Wednesday	Parent/Teacher Conferences, early dismissal 12:00 pm
29	Thursday	Collaboration Day- students start at 9:30 am
30	Friday	Professional Day – no school

February

13	Friday	District Reading Break- no school
16	Monday	Family Day Statutory Holiday

March

5	Thursday	Collaboration Day- students start at 9:30 am
6	Friday	Learning Update 2 marks posted.
13	Friday	Last day of classes before Spring Break
16	Monday	Spring Break (March 16 – March 27)
30	Monday	School Re-opens

April

3	Friday	Good Friday Statutory Holiday
6	Monday	Easter Monday Statutory Holiday
23	Thursday	Collaboration Day- students start at 9:30 am

May

15	Friday	Professional Day- no school
18	Monday	Victoria Day Statutory Holiday
28	Thursday	Collaboration Day- students start at 9:30 am

June

25	Thursday	Completion Day, Last day of school
25	Thursday	Learning Update 3 marks posted

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Notice:

While we have endeavoured to make this agenda as accurate as possible, there are times when policy will change. At such times, you will be informed by newsletter.

SENTINEL SPIRIT

2025/2026



Rastin Emrani

Cover: Yuanda Zhang
Back: Anita
Hosseinabadi

SCHOOL MISSION STATEMENT

The mission of Sentinel Secondary School is to enable students to become lifelong learners by providing quality learning opportunities in supportive environments and by encouraging personal growth through active involvement.

La mission de l'école Secondaire Sentinel est de développer chez l'élève le goût de s'instruire tout au long de sa vie en lui offrant un enseignement de qualité dans un climat favorable et l'aide à s'épanouir en l'encourageant s'impliquer dans sa propre éducation.

SCHOOL VALUE STATEMENT

GRIT - We recognize that the pursuit of mastery requires independence, perseverance, and a growth mindset

UNDERSTANDING - We celebrate diversity and attend to others with empathy and open mindedness

ACTION - We pursue personal and academic excellence with purpose, honesty, curiosity, and integrity

RESPECT - We respect ourselves, others, and our learning environment while showing gratitude towards our community

DECISIONS - We consider the implications of our choices and take responsibility for our actions

SPIRIT - We engage in a fun, safe, inclusive, and dynamic school community!

SCHOOL MOTTO

Summis Cum Animis

(with the greatest possible spirit)



SPECIAL PROGRAMS

ADVANCED PLACEMENT

The AP Program is a cooperative educational endeavour between secondary schools and colleges and universities administered by the College Board. It allows high school students to undertake college-level academic learning in AP courses and gives them the opportunity to show that they have mastered the advanced material by taking AP exams. Students can receive credit, advanced placement or both from thousands of colleges and universities that participate in the Advanced Placement Program.

FRENCH IMMERSION

Sentinel offers bilingual instruction to students enrolled in immersion programs. Students are offered a full range of required academic courses in French. Immersion is for students who have received their primary and/or intermediate level instruction in French. As students progress through the program, the amount of prescribed instructional time in French is reduced (Grades 8 & 9 – 50%, Grade 10 – 38%, Grades 11 & 12 – 25%).

PURSUIT PROGRAM

The Pursuit Program accommodates students competing at a provincial or national level who are attempting to get an education while pursuing artistic or athletic endeavours in private training programs. Conflicting academic and training expectations often prohibited these students from successfully combining the two. The Pursuit Program was designed to overcome this problem. Entry to this program is only by formal application to a committee. Please visit the school district website for the online application form.

WVSD'S SPORTS ACADEMY PROGRAMS

The Academies feature a complete school curriculum promoting academics and athletics in a unique schedule. These programs offer young athletes the opportunity to complete both their academic requirements and their specific sport skill development training. For more information, please visit our District Website.

CLUBS

Many teachers sponsor a variety of clubs at Sentinel. Club offerings in the past have included: Diversity Club, Amnesty International, Interact Club, Multicultural Club, Me to We, Environmental Club, Cinderella Project, School Newspaper and others. Students should inquire with their teachers or the administration about clubs and meeting times. Students wishing to start a club should contact the administration. Remember, you have the ability to make it happen if you volunteer your time and energy.

ATHLETICS

SCHOOL COLOURS:
SCHOOL NICKNAME:
ATHLETIC DIRECTOR:

Silver Grey and Navy Blue
Spartans
Mr. Todd McGowan
Mr. Brooks McNiven

SPORTS OFFERED

FALL	WINTER	SPRING
Cross Country	Basketball	Badminton
Field Hockey – Girls	Skiing & Snowboarding	Golf
Rugby – Gr 8	Wrestling	Mountain Biking
Soccer – Boys		Rugby – JR, SR (Boys & Girls)
Swimming		Soccer – Girls
Volleyball – Girls & SR Boys		Tennis
		Track and Field
		Ultimate

Fall sports start the very first week of school. Information about the athletic program is posted regularly in the main foyer by the cafeteria. Any questions may be directed to the Athletic Director.

GENERAL INFORMATION

The following is issued for the use of students and their parents. For further information on any of these matters, please come to the school office, email sentinel@wvschools.ca, or phone 604-981-1130.

PERSONNEL

Mr. M. FinchPrincipal
Ms. C. Tanfara.....Vice-Principal
Mr. S. AndersonVice-Principal

SENTINEL SECONDARY TEACHING STAFF – 2025-2026

Addis, Mr. D. Science
Alm, Ms. K..... Science
Armstrong, Ms. D. Career Education/Peer Leadership
Armstrong, Ms. S..... English
Bauck, Ms. C..... Science/Physical and Health Education
Beetlestone, Mr. P..... English
Bond, Ms. J Library
Britten, Ms. R..... Counselling
Caine, Ms. N..... Home Economics
Chappell, Ms. J..... Inclusive Education
Chase, Mr. K Social Studies
Conkin, Mr. B..... Business Education
Curtin, Ms. S..... Connect/Science
Deneau, Ms. A..... French

Dodsworth, Mr. J.	French
Elliot, Mr. C.	French/English
Evans, Ms. C.	Fine Arts
Fromowitz, Mr. D.	Social Studies
Fuller, Mr. A.	English
Gage, Mr. J.	Mathematics
Griffiths, Mr. D.	Social Studies
Grikis, Mr. L.	Science
Hambly, Ms. M.	Fine Arts/Photography
Hammett, Mr. B.	Science
Hardy, Mr. I.	Applied Skills/Woodworking
Hart, Ms. L.	Home Economics
Higgs, Ms. A.	English
Hsia, Mr. C.	Science
Huh, Mr. J.	Social Studies/WEX
Huskilson, Mr. S.	Counselling
Jamieson, Ms. L.	Mathematics
Jang, Ms. E.	Inclusive Education
Klippenstein, Mr. N.	English/Physical & Health Education
Kennedy, Ms. H.	Physical and Health Education
Krug, Ms. K.	Physical Education
Li, Ivy	Mandarin
Ma, Mr. G.	Mathematics
Malone, Ms. H.	Home Economics
McGowan, Mr. T.	English/PE/WEX
McGuinness-Gill, Ms. M.	Drama/Social Studies
McLean, Mr. T.	English
McNiven, Mr. B.	Physical and Health Education
Mirmiran, Mr. S.	French Immersion
Miyamoto, Ms. M.	Japanese
Morvarid, Ms. M.	French Immersion
Murray, Ms. J.	Career Education
Naami, Mr. A.	French Immersion
Neufeld, Mr. T.	Business Education
Obeck, Mr. C.	English
Ogawa, Ms. A.	Science
Page-Newman, Ms. N.	Spanish
Pla, Ms. J.	French Immersion
Popov, Ms. J.	Science
Seaton, Mr. J.	Mathematics
Smith, Ms. T.	Science
Sommers, Ms. L.	Inclusive Education
Tabone, Ms. A.	English
Takahashi, Ms. J.	Mathematics
Thiel, Mr. W.	French
Thureau, Ms. A.	Counselling
Ulinder, Ms. L.	Counselling
Virag, Mr. Z.	Music
Williamson, Ms. V.	French Immersion
Winstone, Ms. L.	Applied Skills/Information Technology

OFFICE HOURS

The school building is open at 7:00 a.m. each school day and the school office is open from 8:00 a.m. to 4:00 p.m.

SCHOOL ORGANIZATION

Sentinel Secondary School enrolls approximately 1200 students in Grades 8 through 12. The regular school day begins at 8:30 a.m. The school day ends at 3:00 p.m. There are four approximately 80-minute classes students attend each day. The afternoon periods in Day 1 Period 4 and Day 2 Period 4 are fixed, occurring at the same time each day.

Students in Grades 8-11 are required to take eight courses. Students in Grade 12 are required to take seven courses. Depending on their program of study, Grade 12 students may choose to take an eighth course. Students accepted into the Pursuit Program are expected to take a minimum of six courses.

VISITORS

All visitors must sign in at the Main Office.

STUDENT COUNCIL

The Sentinel Student Council consists of an executive and representatives from each grade. All candidates are screened by the Administration and must have and maintain good academic standing to apply for student council. Selection of student council members occurs each year in June. Grade 8 candidates submit their applications/resumes to the senior council members and a committee of administration and teaching staff for interview and selection in September. Student Council members are responsible for organizing activities, promoting good citizenship and a caring atmosphere both in and out of the school, fostering "school spirit", and organizing leadership opportunities for Sentinel students.

Student Council meetings are held weekly during lunch hour and are open to all students and staff.

REPORTING PROCEDURES

LEARNING UPDATES AND PARENT-TEACHER CONFERENCES

Formal report cards will be issued:

- *Learning Update #1 – November 28th, 2025*
- *Learning Update #2 – March 6th, 2025*
- *Final Learning Update – June 25th, 2025*

Parent/Teacher Conferences:

- *September 24th, 2025 – Meet the Teacher*
- *January 28th, 2025 – Virtual Parent Conferences*

Informal reports (IE- Insufficient evidence reports) may also be provided through email, phone calls, or individual parent/teacher meetings. These may occur at any time during the year.

Parents should feel free to contact the administration, counselling, or teaching staff at any time during the school day regarding the progress of their children (604-981-1130).

ACADEMIC MISCONDUCT

Sentinel staff and administration view academic misconduct as a very serious issue and a breach of our Code of Conduct. Sentinel pursues honesty as one of its ideals and has specific policies regarding academic misconduct.

Academic misconduct includes, but is not limited to: cheating, assisting someone else to cheat, plagiarism, handing in another student's work as their own, copying and/or allowing someone to copy work for evaluation, and handing in material downloaded from the internet.

For example, plagiarism occurs when a student submits the work of another person as his or her own. When excerpts are used in paragraphs or essays, students must acknowledge these with the use of footnotes or other accepted procedures. As well, if an excerpt is authored by some other individual, this must be acknowledged. Plagiarism exists when there is no recognition given for phrases, sentences, or ideas of others incorporated into written assignments.

The school uses the following guidelines when dealing with academic misconduct:

1. The student may receive a **mark of zero** for the assignment or test in question.
2. A telephone call may be made, or an interim report may be sent home by the teacher explaining the circumstances of the academic misconduct.
3. A report may be given to the administration and a record may be recorded in the student's conduct file. Repeated incidents of this nature may result in the administration becoming directly involved and further disciplinary measures may occur.

If a student is not sure about any assignment, he/she should check with the teacher before submitting it for evaluation.





Ella Pei

STUDENT COUNSELLING SERVICES AND INFORMATION

Sentinel School counsellors are teachers with knowledge of the developmental needs of students as well as an understanding of the pressures encountered while progressing through school. This places the counsellors in a position to:

- a. offer developmental and preventative programs to students in educational, personal, and vocational areas, and
- b. provide a resource for teachers and parents to help create conditions that facilitate learning.

Since educational, vocational, and personal counselling are interrelated, all counselling is concerned with the whole individual and is, therefore, personal by nature.

CONSULTATION

Consultation is the co-operative process in which counsellors, teachers, parents, administrators, and others in the life of the student communicate about and with the student. Counsellors are available for developmental, remedial, and preventative consultation with students, teachers, administration, parents, and community agencies.

FAMILY SERVICES

North Shore Family Services provides a social worker who is available for those students and families in crisis, who need assistance. These services are available through the student's counsellor or by calling 604-988-5281.

COMMUNITY HEALTH NURSE

Sentinel has an assigned community health nurse. Please contact the office for more information regarding the schedule and availability of this service.

HOME AND HOSPITAL

For students who are absent for extended periods because of sickness or injury, a district-based service of individualized teaching and supervision is maintained. Through the school counsellor, classroom work is assigned and taught by the home and hospital teacher.

LEARNING SUPPORT CENTRE

The Sentinel Learning Support Centre services the needs of students requiring additional academic support. The Learning Support Centre provides services that include academic assessments, referrals, individualized instruction in most academic courses, and peer tutoring.

Students are referred to the learning centre through a school-based team consisting of counsellors, administration and teachers. Parents and/or students should contact the appropriate counsellor for more information about the Learning Support Centre.

STUDENT HEALTH AND COMMUNITY INFORMATION

INFORMATION FOR STUDENTS

North Shore 24-hour line to find out about youth services 604-990-2244
Public Health Nurse On-Call from Mon-Fri 9 AM-5 PM 604-983-6700
North Vancouver Recreation Commission 604-987-PLAY
West Vancouver Community Services 604- 925-7270

HEALTH INFORMATION

General Health information **dial 811** or online at www.HealthLinkBC.ca
Callers to 811 can speak to a nurse (24/7), a dietitian (9AM – 5PM, Monday through Friday), and a pharmacist (5pm – 9 am everyday)

Tobacco Information at www.quit4life.com

NUTRITION AND HEALTH RESOURCES

Be Real Clinic (disordered eating clinic) 604-983-6847

Healthy Eating at School at www.healthyeatingatschool.ca (tips and resources for healthy eating at school)

Kelty Resource Centre (mental health and disordered eating information)
604-875-2084

SUPPORT AND COUNSELLING LINES

HELPLINE for Children and Adolescents 604-310-1234
North Shore Crisis Services Society 604-987-3374
Victim link 1-800-563-0808
North Shore Youth Safe House (24-hour phone line) 1-877-789-6884
Suicide Support Line 1-800-784-2433
Kids Help Line – kidshelpphone.ca 1-800-668-6868
Crisis Line 604-872-3311
Rape Crisis 604-255-6344 (phone) or 604-245-2425 (text)
Bc211 call or text 211

In the event of an emergency call 911 immediately



AWARDS AND AWARD PROCEDURES

HONOUR ROLL

Honour Roll is based on Sentinel Secondary School or West Vancouver School District performance. External courses (courses outside of Sentinel Secondary School or West Vancouver School District) will not be included in the Honour Roll calculation. Students on the Dogwood program have their Honour Roll status calculated using their top six or seven courses depending on their grade from the current school year. Students enrolled in the Pursuit program may have their Honour Roll status calculated on all enrolling courses if they do not meet the minimum enrollment requirements for their grade as described below.

Spartan Distinguished Learning Award – Grades 8 and 9

The Spartan Distinguished Learner Award is given to Grade 8 and 9 students who demonstrate proficiency in 7 of the 8 courses at the end of the year. These awards celebrate students who demonstrate complete understanding of the concepts and skills in all areas of learning.

Students must successfully complete Career Education 8 and 9. In addition, reflection on the core competencies is an important component of the students' learning. Students must complete and submit their goal setting and self-assessment of the core competencies.

Academic Honour Roll Criteria – Grade 10

Honour Roll status will be calculated based on a student's 7 best courses using final percentage marks.

- A calculated average of 79.5% – 85.4% will be recognized as Honours.
- A calculated average of 85.5% – 100% will be recognized as Honours with Distinction.

Students must

- be enrolled in a minimum of 8 courses at Sentinel Secondary or in the West Vancouver School District.
- not have a failing grade in any of their enrolling courses.
- complete and submit their goal setting and self assessment of the core competencies.

Courses can include

- District Courses
- LSP/Connect
- ELL

Academic Honour Roll Criteria – Grades 11 and 12

Honour Roll status will be calculated based on a student's 6 best courses using final percentage marks.

- A calculated average of 79.5% – 85.4% will be recognized as Honours.

- A calculated average of 85.5% – 100% will be recognized as Honours with Distinction.

Students must

- be enrolled in a minimum of 7 courses at Sentinel Secondary or in the West Vancouver School District.
- not have a failing grade in any of their enrolling courses.
- complete and submit their goal setting and self-assessment of the core competencies.

Courses can include

- District Courses
- LSP/Connect
- ELL

(CLC % will not be included in calculation of the student's average)

GOLD CORDS AND ACADEMIC AWARDS

For the graduating class, students who have received Honours with Distinction for their Grade 11 and 12 years will receive a gold cord. In addition, the top student in each subject area is awarded a book prize. Academic excellence is also recognized by numerous scholarships awarded at Commencement.

SENTINEL EDUCATIONAL AND ACHIEVEMENT FOUNDATION

This private foundation maintains a fund, which provides for academic scholarships and awards. These scholarships and awards are funded by the annual interest accrued. All donations in any amount are gratefully received and are tax deductible.

UNDERGRADUATE SUMMER STUDY AWARDS

Summer enrichment study awards are available for students registered in Grades 8 – 11. Study can be in the form of camps, clinics, or workshops and can be related to: enrichment experiences related to a Sentinel subjects such as science, drama, art, music, writing, languages, math and computers; leadership and social responsibility; athletic skills. Applications will be made available in May.

ATHLETIC AWARDS

At Sentinel we take great pride in all our athletic programs. The positive connections that student-athletes, teachers, and coaches make at school and the contributions of sports to our school culture cannot be overstated.

Sentinel offers two types of athletic awards:

- **Participation Awards.** There are four levels of these awards for playing on multiple athletic teams.
- **The Spartan Athlete Award.** This award is based on four criteria achieved over a high school career.

Participation Awards

These awards are based on a cumulative point system. Student-athletes receive one point per sport played each season. The criteria for a point include acceptable attendance, effort, attitude, and sportsmanship. Sentinel

coaches and Athletic Directors collaborate to determine if an athlete will receive a point.

Student-athletes will be eligible for the following awards:

POINTS (Teams Played On)	AWARD
3 (grade 8 only)	Medallion
5	Small Block
9	Medium Block
12	Large Block
15	Special Award

These points are cumulative from the beginning of Grade 8 and apply to all eligible sports offered at Sentinel. (Athletes who transfer from another school may bring their points with them once they are verified.) Students will receive the award at the end of the school year in which they reach the next participation level. (Points are not awarded for participation in *school clubs*.)

The Spartan Athlete Award

The Spartan Athlete Award is based on criteria accumulated over a high school career. They include:

- Participation in multiple sports and seasons;
- Leadership and sportsmanship in athletics;
- A high level of athletic achievement;
- Social responsibility and citizenship at school and in the community.

This special award is given to a student or students at the completion of their Grade 12 year if they have proven themselves outstanding in all of the above categories as determined by the Athletic Awards Committee.

SERVICE AWARDS

Awards for service to the school or school district are based on a cumulative hours system. Service awards will be presented at the grade 12 commencement ceremony for all five years of service

225 - 299	hours	silver certificate
300 - 449	hours	gold certificate
450+	hours	exemplary award

Students have received service hours for scoring and timing school games, refereeing, and many other service functions in the school and/or school district, such as clubs, library support and classroom/school service. It is the student's responsibility to keep track of and submit service hours to the library.



Kaleigh Yang

SENTINEL SECONDARY INTERNAL AWARDS AND SCHOLARSHIPS

To be eligible for scholarship and award consideration, students must:

- Be Canadian citizens or permanent residents
- Be International students for specific scholarships
- Have attended Sentinel Secondary school for at least Grade 11 and 12
- Have a solid record of citizenship in the school and community.
- Be registered in a minimum of 7 courses (a minimum of 28 credits) at Sentinel
- Apply by the deadline (Deadline to be announced in the Grade 12 scholarship bulletin)

FACILITIES, SERVICES AND FEES

SENTINEL E-BULLETIN

The Sentinel Parent Bulletin is used to inform students and parents of the wide range of school activities at Sentinel. E-Bulletins are emailed out weekly and then published to our website.

LOST AND FOUND

The Lost and Found is located in the main foyer. Students should check with the office when items are lost.

STUDENT PHOTOGRAPHS

Student pictures will be taken in September. All students are expected to have their pictures taken for GO cards and the yearbook. Students who wish to purchase optional colour packages may do so at an additional cost. Retakes are typically scheduled in October. Please refer to the school calendar for specific dates.

GO CARDS AND PASSES

All students will receive a GO card in mid-September, which entitles them to reduced rates on B.C. Transit and must be produced to the bus driver on demand. Enquiries regarding bus passes should be made at the Main Office. GO cards are also required for certain library processes. They must be presented for entrance to some school events, e.g. "school dances".

LOCKERS

The following are rules and conditions of use under which a locker is assigned:

- Students are responsible for the locker which is assigned to them, and the locker is not to be used by any other person.
- Only school locks may be used on student lockers and the combination of the lock must be registered at the office.
- No illegal substances, weapons or other prohibited or offensive material are to be placed in school lockers.
- School officials may search student lockers at any time and without prior notice to ensure compliance with the conditions of use and other school procedures and rules.

- Permission to use the locker may be terminated where a student does not comply with the conditions of use or school policies or rules.
- If any student has reason to believe that any locker contains anything which would threaten the safety or other students, staff or any other person, that student is expected to immediately report the information to a teacher, Vice- Principal or Principal. The name of the student making the report will be kept confidential.

PE teachers also offer locks to every student for use in the change rooms. It is highly recommended that students use these locks to help prevent theft. It is critical that students understand the importance of not sharing locker combinations. ***MAINTAIN YOUR PRIVACY.*** The school cannot be responsible for theft from lockers.

PARKING

Students are required to purchase a parking decal for \$25.00 on school cash online. A decal can be purchased for each additional vehicle for \$5 on school cash online. Students are to bring their receipt to the accounting office to pick up their decal and register their vehicle. Vehicles parked illegally will be towed at the owner's expense.

Students and visitors should not park in numbered stalls nor the yellow hashed areas marking fire lanes. All proceeds generated go towards the school's scholarship fund.

TELEPHONES

A student telephone is located outside the office for use before school, at recess, lunch and after school.

TEXTBOOKS

Textbooks for prescribed courses are provided free of charge. Students are expected to record their book numbers, take care of these books, and return them in good condition at the end of the school year. Students will be required to pay for any lost or damaged books.

STUDENT ACTIVITY AND COURSE FEES

Every student enrolled at Sentinel Secondary School is required to pay a \$75.00 fee. This fee entitles the student to be assigned a locker and to be issued a student agenda. The fee is also used to support many student activities and to offset some of the mailing costs of materials that are sent home throughout the year. Course fees are charged for some elective courses at Sentinel Secondary and are used to offset the cost of consumable supplies. Fees will not necessarily cover all costs of the courses in which the student enrolls and therefore additional costs may be incurred throughout the year. All materials paid for in these courses become the property of the student.

ATHLETIC FEES

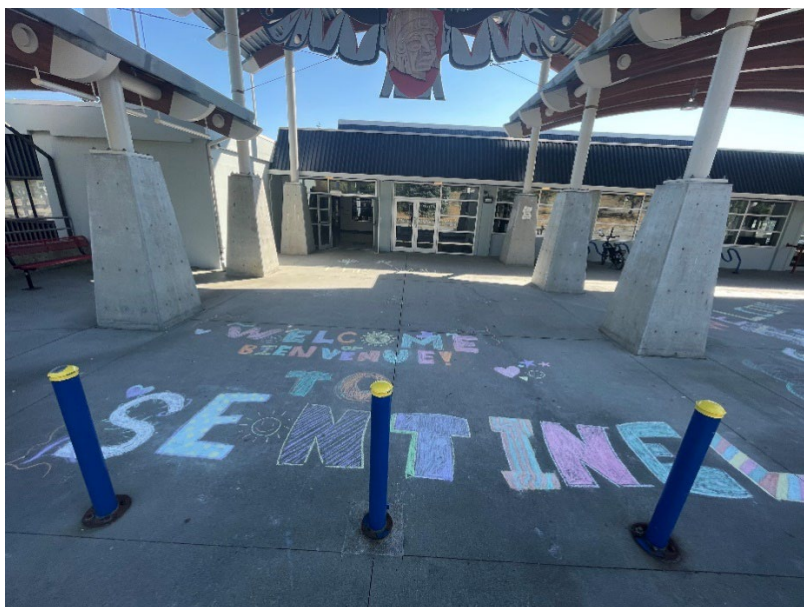
Extra-curricular athletic fees generally cover all program costs from which all participating students benefit. Additional costs may be incurred for tournament and/or optional team gear expenses.

Furthermore, depending on the success of the team, costs associated with qualifying for and participating in provincial tournaments will be collected separately, prior to the championship start date.

Athletic Fees for extra-curricular teams cover the following on-going expenses: membership with BC School Sports, CAPHER membership, Insurance Benefit Fund, North Shore Secondary School Athletic Association, Canadian Intramural Recreation Association, updating equipment, updating uniforms, tape wrap, medical supplies, referee fees, coaches' equipment, tournament registrations -local and provincial, trophies, awards and field rentals. Other fees may be required for tournament field trips including accommodation, cost of T.T.O.C. coverage for staff coaches, transportation etc.

ACCOUNTING OFFICE

Requests concerning lockers, textbooks and fees can be made at the accounting office. All course and other school fees are due when they are posted on school cash online, namely in October. Fees are to be paid on school cash online.



EXPECTATIONS OF STUDENTS

DAILY ATTENDANCE & STUDENT ABSENCES

Parents must contact the school by email at sentinelattendance@wvschools.ca. All attendance related notices must be received by Sentinel's office staff by 2pm on the day of the absence.

For a Long-Term Absence of 5 or more school days please email the office a Long-Term Absence Form (found in the office and on our website) to sentinelattendance@wvschools.ca.

Extended absences negatively affect student achievement. Any work missed is solely the student's responsibility. At the discretion of the teachers, the student may be required to complete missed work and write assigned tests or quizzes. The student will be given notice and preparation time.

If a student is ill:

If tests are missed and proper notification of the illness has been given to the office, it is the **teacher's** option to either provide a make-up test or not include the mark in the total.

NOTE: ***Proper notification means that a parent has emailed sentinelattendance@wvschools.ca***

If a student is absent without notification:

If a student is absent and the Office has not received an email from the parent, an automated call/and or email will be sent to the parent that evening.

If a student is in the Pursuit Program:

Any student in Pursuit who misses one or more blocks per week is expected to take the initiative to find out what was covered and to make up the work, including assignments. Teachers are expected to provide necessary information to aid the students when such initiative is shown.

If tests are given during this absence, students may be given a make-up test or alternate assignment. In all cases, both the counsellor and the student are expected to notify the teachers well in advance of the competition. Please be aware that if any teacher feels that a student on a special program is not living up to his/her responsibilities regarding school commitment, the counsellor will be notified immediately. The counsellor will meet with the student and notify the parent.

UNEXPLAINED ABSENCE FROM CLASS

Skipping of classes will be treated by teachers as a class discipline situation. They will notify parents and levy consequences until the problem becomes chronic. Then students will be referred to the appropriate administrator.

LATES

Students are expected to be on time for class. If they are late, they should go directly to class and make sure to let their teachers know that they are present.

EARLY DISMISSAL

An email to sentinelattendance@wvvschools.ca is required by 8:25 am for any early dismissal. Parents are asked to make every effort to schedule doctor, dentist or other appointments when school is not in session.

EXTRACURRICULAR EXPECTATIONS

Sentinel School is very proud of its history of extracurricular activities ranging from teams to clubs to drama productions to fine arts activities. All students must understand that **participation is a privilege, not a right.**

Students taking advantage of extracurricular activities must adhere to a set of expectations including good work habits, maximum effort in all classroom academic pursuits, and exemplary attendance. Further, if students miss classes due to illness, they may not participate in an extracurricular activity or play in a game on the same day that they missed the classes. Students failing to meet these basic expectations jeopardize their opportunity to participate in extracurricular activities.

STUDY BLOCKS

Study Blocks are a privilege afforded to Grade 12 students who are enrolled in a minimum of seven courses after consultation with their Counsellor and with the approval of their parents and the Principal. Grade 12 students with Study Blocks must:

- Use the time to work constructively on course material in the cafeteria or library with approval of the Librarian. **ALL OTHER AREAS IN THE SCHOOL ARE OUT-OF-BOUNDS.**
- Have parental permission to work at home during their study block.
- Demonstrate behaviour consistent with Sentinel's Code of Conduct.
- Not be in the halls or at their lockers during instructional time so as not to disrupt the learning environment of others.

Due to the nature of the study blocks, and given that there may be many students on a study at the same time, these rules will be strictly enforced.

ACCIDENTS

In the case of injury, the circumstances must be reported immediately to the teacher in charge of the activity or to the office. A written report of the accident will be completed by the teacher.

SENTINEL SECONDARY SCHOOL CODE OF CONDUCT

STATEMENT OF PURPOSE

The purpose of the Sentinel Code of Conduct is to establish and maintain a safe, caring, and orderly environment for purposeful learning and to establish and maintain appropriate balances between individual and collective rights, freedoms, and responsibilities. The code of conduct also outlines expectations for student behavior. Please note that special considerations may apply to specific students if they are unable to comply with a Code of Conduct expectation due to having an identified disability of an intellectual, physical, sensory, emotional, or behavioral nature.

PROHIBITED GROUNDS OF DISCRIMINATION

Sentinel promotes the values expressed in the BC Human Rights Code (sections 7+8), respecting the rights of all individuals in accordance with the law and prohibiting discrimination based on (but not limited to): appearance, indigenous identity, race, color, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, real or perceived sexual orientation, gender identity or expression, and age – in respect of discriminatory publication and discrimination in accommodation, service and facility in the school environment.

ACCEPTABLE BEHAVIOR

Sentinel Secondary is committed to providing a safe, caring and socially responsible school environment. We promote and encourage all students to conduct themselves in a manner as laid out in the Sentinel G.U.A.R.D.S. Values Statements (see below).

UNACCEPTABLE BEHAVIOR

Behavior or communication that discriminates based on race, color, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex or sexual orientation, will not be tolerated. There is zero tolerance for any form of discrimination, bullying, cyberbullying, harassment, intimidation, threatening or violent behaviors while at school, at a school related activity, or in the circumstances wherein engaging in the activity will have an impact on the school environment.

WEAPONS

Any and all weapons and/or objects imitating weapons are strictly prohibited.

CONSEQUENCES

Should a student have difficulty following the Code of Conduct in or on any school board property including, but not exclusively limited to, the classrooms, cafeteria, hallways or grounds, staff will intervene. These consequences may include, but are not limited to,

- warnings, phone calls to parents, letters to parents, detentions and suspensions.
- When students are involved in more serious breaches of the Code of Conduct, consequences will be more severe and may involve

suspensions in-school or out of school, and/or family conferences. In these serious breaches, notification by school administrators may involve such parties as parents, school district officials, the Board of Education, the West Vancouver Police Department (WVPD) or other agencies.

- In all cases, the student's goal should be to understand how he or she failed to follow the Sentinel Value Statements (G.U.A.R.D.S.), accept the consequences gracefully, and avoid making the same mistake.

When a student fails to adhere to the Code of Conduct the staff and/or administration will follow a pattern of progressive discipline and focus on consequences that are restorative rather than punitive whenever possible and appropriate. Progressive discipline establishes a process of clear, timely, consistent, and documented communications with a student and his or her parent or guardian to reinforce an understanding of expectations, to provide an opportunity to correct an inappropriate behavior, to encourage appropriate behavior, and to assure due process.

Special considerations may apply to students with special needs if they are unable to comply with the Code of Conduct because of a disability of an intellectual, physical, sensory, emotional or behavioral nature. Special considerations may also apply to students/families of indigenous ancestry, with an approach that is mindful of historical context and indigenous ways of knowing and perspectives.

The Board of Education realizes that no policy will cover all situations. Therefore, the building administrator(s) or designate will make a determination of consequence and/or disciplinary action when a student's actions are NOT specifically addressed in this or any other policy. All actions by an administrator or designate will be made on an individual basis.

PERSONAL DIGITAL DEVICES

Personal Digital Devices are to be appropriately used during instructional time in accordance with the [District Admin Procedure 370](#) and the student expectations outlined within this School Code of Conduct.

If a personal digital device is required for instructional purposes, or to support a student's medical and health or accessibility and accommodation needs, teachers/staff will provide clear guidelines and expectations around their use for these purposes and ensure that use is adequately supervised. Considerations for personal digital device use will also be made to ensure equity to support learning outcomes for any student who may be disproportionately impacted by the lack of access.

Personal Digital Devices mean any personal electronic device that can be used to communicate or to access the internet, such as cell phones, phones, laptops, tablets, smartwatches, and any other portable technology device.

DRESS CODE

The general rule for the dress code is for students to dress in a manner appropriate to establishing a positive learning atmosphere at school. This means that clothes that may be appropriate for other settings may not be appropriate for school. The School Administration reserves the right to make the best judgment possible about what is, or is not, appropriate clothing. Students will be asked to change, should these guidelines be violated in the judgment of a school administrator. Cleats may not be worn in the school.

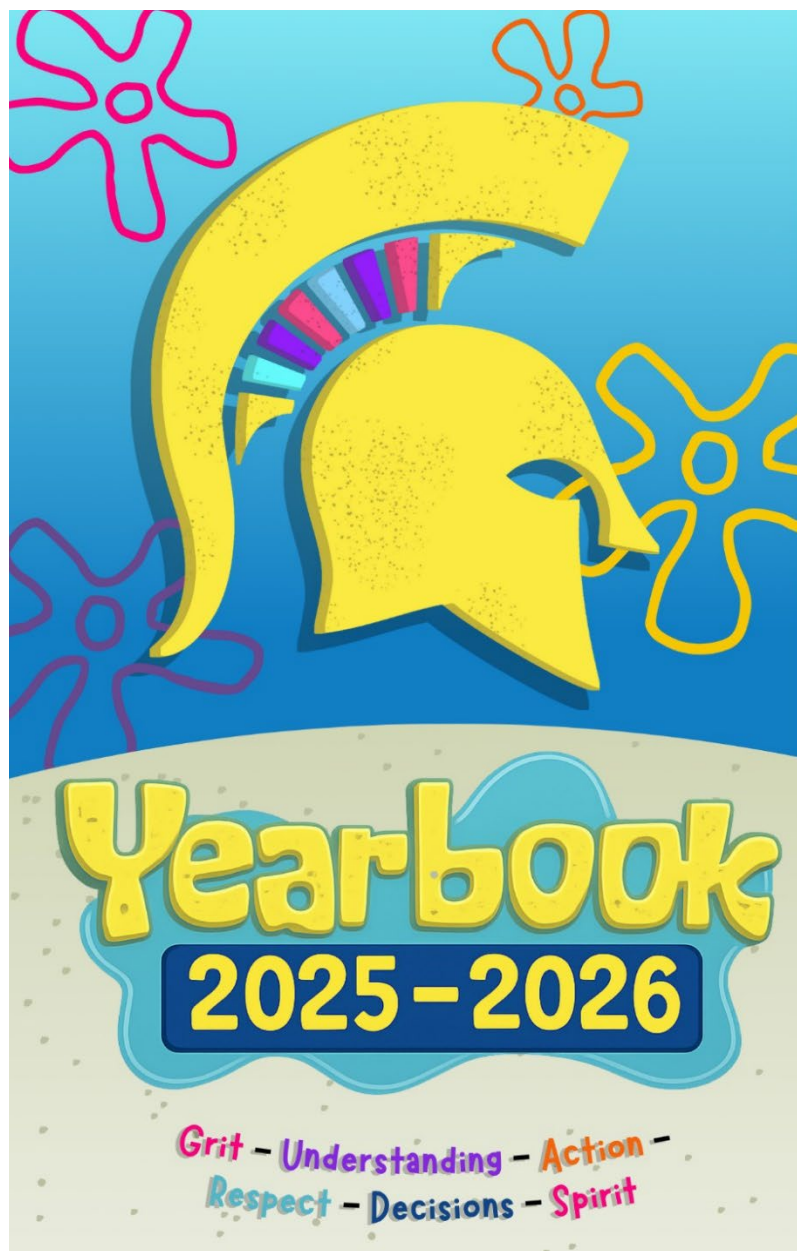
Students may attend school and school-related functions in dress of their choice provided that their choices:

- Do not represent or promote alcohol or drugs
- Use respectful language
- Do not depict or promote violence, racism, sexism, or discrimination, and
- Conform with established health and safety requirements for the intended activity
- Are not intimidating to others

Students have the right to dress in a manner consistent with their gender identity or gender expression. This includes students who may dress in a manner that is not consistent with the societal expectations of masculinity/femininity.

ALCOHOL AND DRUGS

No student shall possess, use, sell, distribute, supply or be under the influence of an alcoholic beverage or an illegal or restricted drug while on school premises or at any school-organized or sponsored event. Where an administrator concludes that a student has violated this rule, the administrator may immediately suspend the student from school for up to five days and inform the Superintendent's office of the suspension. Further disciplinary action may be forthcoming and could include a suspension to the Superintendent's office.



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