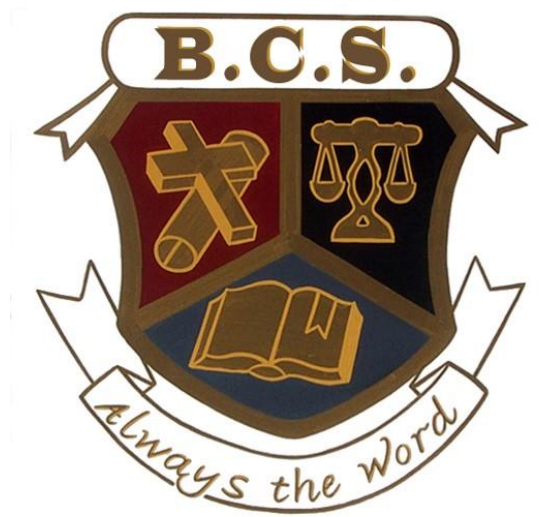


Brampton Christian School



Student and Parent Handbook Junior High and Senior High School

Our Philosophy of Education

Brampton Christian School exists to provide quality spiritual, academic, physical and social education in a Christ-centred environment.

God's Word is specific in stating the principles which underlie Christian Education.

Our students are challenged to develop a personal relationship with Jesus Christ and to live by His values.

Principal - Mr. A. Cabral
Elementary Vice-Principal - Mrs. C. Doggart
Junior High Vice-Principal - Mr. J. Miller
Senior High Vice-Principal – Mrs. K. Davis

12480 Hutchinson Farm Lane
Caledon, ON L7C 2B6
(905) 843-3771

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Brampton Christian School

History of BCS

Brampton Christian School was begun by Kennedy Road Tabernacle, in September 1977 a local church body affiliated with the Pentecostal Assemblies of Canada. The school had an initial enrolment in grades K-8 of 95 students. It was created to fill the perceived need for education taught from a Christian perspective that would both honour God and prepare students academically. The present school complex of over 70,000 square feet located on Hutchinson Farm Lane just north of Brampton was built in 1978. A senior high section was added to the school in 1995, which became the Junior High wing (Grs. 6-8) in 2009 when a new high school addition was completed. The expansion also included the Boshart Sports Centre and fitness facility. Enrolment has grown to approximately 500 students, representing about 320 families.

Our Core Beliefs

1. **Biblical Philosophy:** A thoroughly biblical philosophy of education should be implemented in Christian schools in all cultural contexts.
2. **Critical Thinking:** Students in Christian schools should learn how to process information and think critically in the context of a biblical worldview.
3. **Parental Education Responsibility:** Parents have the primary responsibility for the education of their children; the school serves both Christian and Pre-Christian homes. Parents should cooperate with and support the school's advancement in both practical and intangible ways.
4. **Bible As A Core Subject:** The teaching of Bible as a core subject is essential to the academic curriculum.
5. **Identity and Purpose:** Christian Schools should be committed to cultivating excellence in Christian faith, character, morality, relationships, leadership, service, stewardship, and worship.
6. **Excellence:** Christian Schools should be committed to promoting and developing academic, artistic, athletic, civic, scientific and technological excellence, maximizing each student's potential, and meeting or exceeding Ministry of Education of Ontario standards.
7. **Professional Development:** Professional resources and training are vital for the development and growth of Christian educators and schools.
8. **Great Commission:** Students and educators in Christian schools should be involved in the Great Commission by evangelizing and disciplining the families enrolled in their schools, as well as those in communities both locally and internationally.
9. **Biblical Integration:** The biblical integration of every planned learning experience is crucial to effective Christian schooling.
10. **Educational Choice:** The opportunity for Christian schooling should be accessible to families as a means of developing a firm foundation of identity, purpose and excellence, toward the formation of a lifestyle of worshipful service to God.
11. **School Improvement:** Christian schools should be involved in a plan of ongoing assessment and evaluation for continuous improvement and sustainable development through the implementation of research-based best practices and community partnerships.
12. **Non-discrimination:** The teaching/learning process in Christian schools should reflect a Christlike sensitivity, relevant to a diverse school community, united by Christ.
13. **Networking:** The ministry of Christian schooling can best be accomplished through cooperation with parents, other appropriate individuals, agencies, and organizations in providing programs, materials, and services, which fulfil the mandate of Christian education.

Statement of Faith

1. We believe that there is one God, eternally existent in three persons, Father, Son and Holy Spirit (Matt. 3:16,17; 28:19; 2 Cor. 13:14).
2. We believe that the Bible is the unique, inspired, authoritative Word of God (2 Tim. 3:16, 17).
3. We believe that man was originally created in the image and likeness of God. He fell through sin and, as a consequence, incurred both spiritual and physical death. Spiritual death and the depravity of human nature have been transmitted to the entire human race with the exception of

the Man Christ Jesus. Man can be saved only through the atoning work of the Lord Jesus Christ (Gen. 1:26; 2:7; Rom. 5:12; James 1:14, 15; Jer. 17:9; Rom. 3:10-19,23; Heb. 7:26; John 14:6; Acts 4:12; 1 Tim. 2:5,6).

4. We believe in the Deity of Jesus Christ, His virgin birth, His sinless life, His miracles, His atoning death for the sins of the world, His bodily resurrection and ascension to the right hand of God the Father, and in His future return to the world in power and glory (Col. 2:9; Luke 1:26 – 35; 2 Cor. 5:21; Heb 7:26; Acts 2:22; Rom. 5:6-8; 1 Cor. 15:3; 1 Peter 3:18; Matt. 28:6; 1 Cor. 15:4,20; 1 Peter 3:18; Acts 1:9-11; 2:33; Heb. 8:1; Matt. 25:31).
5. We believe in the regenerative power of the Holy Spirit for those who dedicate their lives to the Lord Jesus Christ (Jn. 3:3b, 5b, 7; 2 Cor. 5: 17, 18a; 1Pet. 1:23).
6. We believe that man can be born again only through faith in Christ. Repentance, a vital part of believing, is a complete change of mind brought by the Holy Spirit, turning a person to God from sin (Isa. 55:7; Acts 17:30; Gal.3:22,26; Eph.2:8; 1 John 5:10-13).
7. We believe that justification is a judicial act of God by which the sinner is declared righteous solely on the basis of acceptance of Christ as Saviour (Rom. 3:24; 4:3-5; 5:1-2).
8. We believe that assurance of salvation is the privilege of all who are born again by the Spirit through faith in Christ, resulting in love, gratitude and obedience toward God (John 10:27-29; Rom. 8:35-39 John 14:23; Col.3:17; 1 John 2:6).
9. We believe in the resurrection of all people and in the salvation unto life for all Christian believers (1 Cor. 15:51-57; Phil 3:20-21; 1 Thess.4:13-18; Titus 2:13).
10. We believe in the reality of heaven and hell (Matt. 25: 34-46).
11. We believe in the spiritual unity of all believers in the Lord Jesus Christ (1 Cor. 12:18; Eph. 5:25b; Col. 1:18; 1Tim 3:15).

Core Family Values

All members of the board, administration and staff of Brampton Christian School believe that the Bible is the written Word of God and without error in all its teachings. Because of our understanding of the Old and New Testaments our school teaches these Core Family Values:

1. That it is unacceptable for Christians to teach hatred against any group or individual.
2. That human life begins at conception and that an unborn child at any stage of development is a human being and should be treated as such.
3. That sexual intimacy is only morally acceptable within a marriage relationship.
4. That premarital or extramarital sexual intimacy heterosexual or homosexual including but not limited to intercourse is morally wrong.
5. That marriage is an exclusively heterosexual institution.

Standards of Conduct

Brampton Christian School has been established on the belief that the Bible is the infallible, divine Word of God and that salvation by faith in Christ is the initial step in the Christian life. There is adequate Biblical basis for the idea of spiritual growth into the image of Christ. This growth begins with the initial act of saving faith and continues throughout life. The Holy Spirit makes the Christian conscious of the Biblical demands for a holy life, which fulfills both God's moral law and the high law of love. The result is a life consecrated unto God and separated from the world.

Brampton Christian School will provide an environment conducive to the spiritual growth and development of young people who may not yet be mature Christians. A standard of conduct based on the following Biblical imperatives is necessary to provide such an environment. All of the activities of the Christian must be subordinated to the glory of God who dwells in us. The Christian will endeavour to avoid practices which cause the loss of sensitivity to the spiritual needs of the world and the loss of his or her own spiritual, academic, physical and social well-being.

A sense of the need for spiritual growth in the light of these principles has led Brampton Christian School to adopt the following standards which it is believed are conducive to the environment that will best promote the spiritual welfare of the student.

The school, therefore, requests each student, whether at home, school, or elsewhere:

1. To maintain Christian standards in courtesy, morality, and honesty.
2. To conduct himself or herself in such a manner that would be above reproach.
3. To be dressed modestly and appropriately.
4. To refrain from the use of drugs, alcohol or tobacco.
5. To respect school regulations and those in authority.

Our desire for every student is that he/she will feel his/her responsibility to be a good representative of Jesus Christ and the school throughout his/her entire life. We expect all students of Brampton Christian School to abide by these standards. A student may be suspended or expelled if these standards are not kept. It is the reserved right of the administration to determine the punishment handed down.

a) The school reserves the right to accept, reject, retain or expel any student at any time during the school year, for the well being of other students, teachers or the school's reputation as it sees fit without prior notice. Grounds for expulsion include criminal activity such as (but not limited to) the use, sale, purchase or possession of illegal substances, possession of any sort of a weapon (including a knife), physical, sexual, verbal or emotional abuse of school staff or students, malicious damage to property, truancy, possession or use of alcohol or tobacco, drunkenness, theft, vandalism, and repeated character offences including, but not limited to the use of cursing or foul language, dishonesty (e.g., lying, cheating), open defiance, and a disrespectful attitude, while on school property or during school-supervised activities.

b) The school reserves the right to search a student's belongings, desk or locker without prior notice.

c) No electronic devices (incl. video games, DVD players, laser pointers, *iPods*/mp3 players, and digital cameras) shall be allowed at school. If a student brings a cell phone or any other text messaging device to school, it must remain turned off in his or her locker and may only be used in the designated area at the front of the school, or on the sidewalk. If a student brings a cell phone into the classroom, the teacher will confiscate the phone until a parent can personally pick it up. If the student does this a second time, it will be confiscated for one week and then returned to the parent personally. Subsequent offences will lead to suspension from school for a day as well as the phone will be confiscated for one week

d) As is stated in the name of the school, the philosophy and operations of the school have been founded on Christian faith and principles. While all students are welcome to attend, demonstrations of cultural or religious symbols representing faiths other than Christianity (i.e.: headwear, clothing, jewellery, symbols displayed on books, bags, binders, etc.) are prohibited.

Accessibility

For any feedback, questions, or concerns regarding the school's accessibility for people with physical disabilities, please contact the school Principal, Mr. Andy Cabral. He can be reached via email at afcabral@bramptoncs.org or by phone at 905 – 843 – 3771. After hearing the issue, Mr. Cabral will contact the Brampton Christian School Leadership Team, if appropriate, for further direction.

Dispute Resolution Procedure for BCS

Steps for Resolution of a Major School Dispute

1. If there is a serious misconduct on the part of a student that could lead to expulsion, there shall be a meeting between the teacher(s) and the student(s) at issue. If this is a repeat occurrence or a very serious first offence, an incident report must be completed by the teacher, whenever a meeting at this stage occurs. The incident report is to be forwarded to the appropriate Vice - Principal. If there is more than one teacher, then teachers will determine who completes the report, taking into consideration which teacher may have the most information about the event(s). If parents contact the teacher(s) and if the

parents ask for a meeting or the teachers request one from the parent(s), then a parent/teacher meeting will also occur. Unresolved issues at this stage lead to step 2.

2. Unresolved incidents shall be referred to the Vice-Principal who has the discretion to meet with all parties and also to copy the incident report to the Principal, along with any additional factual or relevant material in the Vice - Principal's possession. The Vice - Principal will decide if s/he needs to meet with any of the parties involved.

3. The Vice - Principal may request the intervention or assistance of the Principal. The Principal then has discretion to contact any involved party and request meetings at his/her discretion. If the parents are still unaware of a situation at the school or at any school event, the parents shall be notified by the Principal of the incident(s), and of all attempts to resolve the situation.

4. Following all meetings with teachers, Vice - Principal and/or the Principal, if there is still dissatisfaction on the part of any involved party (which includes the student(s), the teacher(s), the parent(s), or the administration) regarding a decision related to expulsion or the revocation of re-registration, then that party may present a Letter of Appeal, requesting a hearing, within 7 calendar days of receiving the Letter of Expulsion or Revocation. The DRC may then request any additional information that they deem necessary. The DRC shall then meet with all involved parties and provide a written final decision to parents and to the school administration. A member of the DRC shall be appointed to assume the responsibility of any follow-up required with student families or school faculty involved.

5. At any time during the implementation of the above steps, the school's administration may impose an indefinite suspension until a final decision is made.

In order to be as functional as possible, the following policies and procedures address the student directly, clearly and concisely.

Attendance

Morning and After School

You should arrive at BCS in the morning between 8:30 and 8:45 a.m. Unless you have been directed by a coach or teacher to arrive early or stay late for a practice or tutoring. You must have the approval of your Vice - Principal if you wish to stay longer than 4:00 p.m. or arrive before 8:30 a.m. Approval will not be necessary if you are involved in school-organized activities or detentions.

Before and After School Club (BASC)

The Before and After School Club (BASC) is available for students in JK to Gr.8 The program runs from 7:30 a.m. – 8:30 a.m. and after school from 4:00 p.m. – 6:00 p.m. Parents must sign their child in and out of the BASC. If students are at school before 8:30 or after 4:00 they must be supervised in the BASC room. Students who are involved in sports or after school activities must arrange transportation home immediately following their event, or join the BASC. **No Elementary or Junior High student is allowed to roam the hallways or wait for their ride by the doorway or outside, they will be escorted to the BASC room and fees will be applied.**

BASC FINAL FEE STRUCTURE 2017-2018

<u>BASC FLAT RATE FEES</u>					
BASC PROGRAM	# OF CHILDREN	DAILY FLAT RATE	WEEKLY PRE-PAID (10% Discount)	YEARLY PRE-PAID (20% Discount)	<u>LATE FEES</u>
AM 7:30 – 8:30	1	4	18	685	THE FOLLOWING LATE FEES WILL APPLY: \$10 FOR EVERY 15 MINUTES AFTER 6:00 PM
	2	6	27	1025	
	3+	8	36	1370	
PM 4:00 – 6:00	1	8	36	1370	6:01 pm - 6:15 pm - \$10.00 6:01 pm - 6:30 pm - \$20.00 6:01 pm - 6:45 pm - \$30.00
	2	12	54	2050	
	3+	16	72	2735	
AM & PM	1	12	54	1900	*THREE LATES WILL RESULT IN CANCELLATION OF SERVICE AND STUDENTS WILL NEED TO REGISTER FOR BUSING.*
	2	18	81	2850	
	3+	24	108	3800	
** EXTRA FEES APPLY ON EARLY DISMISSAL DAYS WHERE PROGRAM IS RUNNING EXTRA HOURS **					

*****Invoices are prepared on a monthly basis and are due in 30 days. Non payment of account will result in cancellation of services. Please retain your invoices for Income Tax purposes*****

Senior High Student Driving Privileges

1. Student parking is limited to the 3rd and 4th rows in the parking lot. Drive and park safely at all times. Driving to school is a privilege that ***will be revoked*** if you abuse it.
2. Students with first period spare must arrive and sign in a minimum of ten minutes prior to their scheduled class. If you continually arrive late for school, your parking privileges will be revoked.

Arriving on Time

School begins promptly at 8:55 a.m. If you arrive in the classroom after that time, you are late. If you are late, you need to report to the main office. Otherwise, you will be suspected of skipping classes. You may be given an "excused late" slip from the office for the following reasons: illness, doctor/dentist appointments (must be accompanied by a note signed by parents) and severe weather conditions that have held up the bus and private cars. Missing the bus does not constitute an excused absence. You must allow yourself sufficient time to get to school. 10 late arrivals to school will result in a one-day suspension or after school work detentions. 20 late arrivals to school in a given year will result in an additional 2-day suspension or an after school work detention for a week.

Notes

- a. NOTE FOR ABSENTEES: If you are absent from school for any period of time, a note is required from your parents indicating the reason for such leave.
- b. NOTES TO BE EXCUSED FROM PHYSICAL EDUCATION: If you are unable to participate in Phys. Ed due to an injury or illness, you must provide your Phys. Ed. teacher with a note from your parents giving the reason. Injuries requiring an absence from Phys.Ed. for five or more days require a doctor's certificate.
- c. NOTE TO CHANGE BUSES: If you need to travel on a bus other than your own, you need a note from your parents, at least one day before the change. The note should indicate the date and location where you are to be picked up or dropped off. Many of the buses are full to capacity and your request may not be accommodated.

- d. **NOTE TO BE EXCUSED FROM MUSIC:** If you are unable to participate in music because of illness or injury, you need to supply the teacher with a note from your parents.

Absences

For any planned absences (appointments, etc.), you must bring a note from your parent/guardian to the main office beforehand. It is your responsibility to see your teachers *prior to* your absence to make them aware of your upcoming absence and find out what you will miss.

If you are away ill, have your parent/guardian call the school to let the main office know of your absence. If a phone call is not received from your parent/guardian stating the reason for the absence, your parent/guardian will be contacted by the office.

It is your responsibility to meet with each teacher to arrange for homework, quizzes or tests missed. **You should not be absent for tests, presentations, or exams/final evaluations.** In order to write a missed test or exam or make up a presentation, you must present a Doctor's note to verify the reason for your absence. Tests that have been missed must be done the day you return to school and may be modified at the discretion of the teacher. Presentations and exams/final evaluations must be re-scheduled according to the teacher's availability.

Any student missing more than 15% (15 periods in a full credit course and 8 periods in a half credit course) of the total classes in any course is in jeopardy of losing that course credit. Unexcused absences or deliberate truancy could result in suspension.

Skipping individual classes or chapels will result in the loss of sign out privileges. It may also affect your marks and possibly lead to suspension.

The practice of skipping a day's school to finish an essay, assignment or project is considered an unexcused absence. It is especially important that senior students miss as few days as possible.

Leaving the School Grounds

You are expected to be at school on time with a prepared lunch and any snacks you will have during the day. If you are leaving the school property for any reason before 3:30 pm, you must report to the Main Office to "Sign Out". Upon returning to the school, you must "Sign In" at the Main Office. Senior High Students must have a signed "Permission to Sign Out Form" before being allowed to leave for lunch or spare.

If you sign out for lunch and return late, you will not be admitted to class without first reporting to the Main Office. The school administration will deal with any abuse of this privilege.

You must have a signed note from your parent/guardian to be absent during classes (Doctor's appointment, etc.). You must also have arranged for proper transportation. If you become ill during the day, you **must check with the school office before phoning home** and you must sign out before leaving the school grounds. Teachers are not authorized to give students permission to leave the school early.

Dismissal

You are to go to your locker and go directly to your bus or ride after the teacher has given permission to leave when the dismissal bell rings. Buses depart at 3:40 pm. All students should be picked up at 3:30 pm unless they have permission to stay longer. Students remaining for extra help or extracurricular activities are expected to go directly to these rooms and have arranged, a day in advance, appropriate transportation home. Teacher supervision until 4:00 p.m. is provided for Gr. 6-8 students waiting for transportation by car after school. At 4:00 p.m., Gr. 6-8 students will be taken to the BASC and charges will be invoiced. Students must wait in the BASC room for pick-up.

Pickup instructions for Parents:

If you have children in the **Elementary and/or Junior High divisions**, then you will use the 'Kiss and Ride' lane. Junior High Students who travel by car must wait in the Junior High exit hallway. If, and only if, they have a sibling in the Senior High, they can wait with that sibling up to 4:00 p.m. in the Senior High quiet study area. This is only in effect if that sibling is at school and can take charge of their younger sibling in the Junior High. This is for the convenience of parents so they may pick up their children in one place.

If you have children in the Senior High division, then you will proceed along the perimeter of the parking lot to the Senior High entrance. You will circle around and exit the same way that you entered.

If you have children in multiple divisions, then you must arrange with your Senior High aged child(ren) where you expect them to be during pick up. You have the freedom to have our Senior High aged child(ren) wait at the High School or join their younger siblings in their Elementary and/or Junior High division.

Please note that if your child is not ready for pick up when you are in the Kiss and Ride pick up lane, then you must either circle around again, or park your vehicle in a parking spot and come in to collect your child. You may not park your vehicle in the Kiss and Ride Lane.

School Functions

There are some all-school functions for you to attend in the evenings. If circumstances are beyond your control, your absence must be cleared, at least ONE WEEK in advance with your Vice - Principal with a note from your parents. Parents are expected to attend the requested Parent/Teacher Interview scheduled after the fall, winter and spring Report Cards.

Student attendance is mandatory for participants in the following events: Junior High & Senior High Arts Nights, Music Concerts, Dramatic Performances, and Junior & Senior High Visual Arts Presentations.

Family Vacations and Trips During the School Year

It is the official policy of Brampton Christian School to discourage the use of regular school days for holidays or extended trips.

Christmas Holidays, our two-week March Break, Civic Holidays and PD days, afford well over a month of time away from school for family vacations or trips during the school year. Regardless, please note that the months of July and August remain the best times for extended trips as these will not impact upon the school year at all.

It is the observation of the administration and teaching staff that time away for trips during the school year has a negative effect on school performance due to missed lessons and work. Also, students often return from extended trips tired, jetlagged, and ill in some cases. If a family decides to take an extended vacation or trip that includes regular school days, this will not be with the blessing of the teachers or administration of Brampton Christian School. However, as a courtesy, parents are asked to inform the main office, homeroom teacher, and Vice - Principal, of any planned absence due to trips. This information will be passed on to the student's teachers.

Please note that teachers are under no obligation to prepare work for you if you are away from school for extra holidays or trips. There will be no pressure or encouragement by administration for teachers to prepare work for students on trips because the taking of trips during the school year is not supported by the administration of Brampton Christian School.

Students must be prepared to make up missed tests and work. It is your responsibility to complete all schoolwork and missed tests within a week of returning to BCS.

Withdrawal from School

If for any reason parents find that they must withdraw a student during the school year, they are asked to terminate their child's enrolment in the following manner:

1. One month's notice should be given before the student is withdrawn. School vacations are not counted in this notice period.
2. An interview should be scheduled with the Principal to discuss the reasons for withdrawal.
3. Library books and all other school materials must be turned in to the school office.
4. All accounts must be cleared with the business office before withdrawal. School fees must be paid by the last day of attendance. Records cannot be transferred until tuition fees are paid.

Assessment and Evaluation

Assessment Categories

As directed by the Ministry of Education, student assessment is broken up into the following 4 categories:

Knowledge and Understanding.

Subject-specific content acquired in each course (knowledge), and the comprehension of its meaning and significance (understanding).

Thinking.

The use of critical and creative thinking skills and/or processes, as follows: planning skills (e.g., generating ideas, gathering information, focusing research, organizing information) processing skills (e.g., drawing inferences, interpreting, analysing, synthesizing, evaluating) critical/creative thinking processes (e.g., oral discourse, research, critical analysis, critical literacy, metacognition, creative process)

Communication. The conveying of meaning through various text forms.

Application. The use of knowledge and skills to make connections within and between various contexts.

Teachers will ensure that student work is assessed and evaluated in a balanced manner with respect to the four categories, and that achievement of specific expectations is considered within the appropriate categories.

Standards of Achievement

The Achievement Chart for Junior and Senior High

Level 1	Level 2	Level 3	Level 4
A passable level of achievement. Achievement is below the provincial standard.	A moderate level of achievement. Achievement is <i>below, but approaching</i> the provincial standard.	A high level of achievement. Achievement is <i>at</i> the provincial standard.	A very high level of achievement. Achievement is <i>above</i> the provincial standard.
D+ = 57-59.9%	C+ = 67-69.9%	B+ = 77-79.9%	A+ = 90-100%
D = 53-56.9%	C = 63-66.9%	B = 73-76.9%	A = 85-89.9%
D- = 50-52.9%	C- = 60-62.9%	B- = 70-72.9%	A- = 80-84.9%
R = Remedial <50%			

Honour Roll

BCS awards certificates of recognition for students' academic achievements:

Honours - 80.0 - 89.9%

High Honours - 90.0% and over,

Studying Instructions

You glorify God by your effort when you study and work up to your potential.

"Study to show yourself approved to God, a worker who doesn't need to be ashamed and who rightly divides the Word of Truth."

2 Timothy 2:15

1. Schedule time to study. Organize your time to include all of your subjects.
2. Pray before you begin to study, committing the time to God and asking for His help so that you may understand the material and do your best.
3. Study in a quiet place, away from all distractions including television, internet, and telephone, and other electronic devices.
4. Do your own work, making note of items you do not understand fully. Ask your teachers for extra help with these items.
5. For major tests and exams, make study notes on the main points your teachers have emphasized and don't leave your studying until the last minute.

Changes in Senior High Course Selections

The last day to change any classes will be the second Friday of September. In the Senior High, changes must be made with the approval of the guidance counsellor.

Cheating

(see Student Behaviour section of the *Handbook* for more detailed information)

1. Copying from another student is considered cheating. Both parties will receive a "0" on the assignment. The instances of cheating will be documented. Repeat offenders will be suspended, lose a course credit, or may be expelled.
2. All work handed in for evaluation should reflect your own work, not that of a parent or tutor.
3. **Plagiarism** is the conscious or obvious attempt of a writer to convince his/her reader that the words or concepts unique to another writer are his/her own. There is nothing wrong with using someone else's words or concepts as long as credit is given to the original writer. Plagiarized

work will receive a mark of zero and a white slip. Subsequent offences may result in suspension and/or expulsion.

Reporting

Senior High:

The work you do during the school year is cumulative: it keeps adding up and contributing to your final grade. You will receive Progress Reports at two points during the year: November and March. The Final Report Card is issued in June. Check the school calendar for the exact dates that reports will be issued.

The Ministry of Education requires that 30% of your overall grade be determined by a Final Evaluation scheduled near the end of the course. This Final Evaluation often takes the form of an examination.

Junior High:

You will receive three Reports Cards during the year: A progress Report in November, the Term One Report in March and the Term Two Report in June. Check the school calendar for the exact dates that the reports will be issued.

Eligibility for Sports

You must maintain at least an overall "C" grade average (60%) to be permitted to take part in the inter-school sports program. You also need to have your parent/guardian's consent. It is your responsibility to maintain your level of academic success.

Late Assignments - Academic Penalties

If you do not submit your assignment or project when it is due, you will be subject to one of the following academic penalties:

JUNIOR HIGH (6-8)	SENIOR HIGH (9 -12)
10% off the 1st school day.	10% off the first school day.
15% off the 2nd school day.	20% off the second school day.
20% off the 3rd school day.	30% off the third school day.
25% off the 4th school day.	After 3 days late, a student will receive
30% off the 5th school day.	a mark of zero "0".
After 6 days late, a student will receive a mark of zero "0".	

If you have not completed (or not submitted) a homework assignment that is taken up in class, you will receive a "0" for that homework assignment.

Student Behaviour

BCS will be using email on a regular basis for communication with your parents. ***(It is essential that parents provide the school with a confidential, reliable, email address)*** While the content of some email messages may relate to reporting academic issues, others will involve informing parents of student behaviour.

Defining Terms:

White Slips

A White Slip is a formal letter from the Vice - Principal to parents. It may stand alone or may contain information regarding other disciplinary action. White Slips are given for offences which could include cheating, lying, open defiance, swearing, dishonesty, disrespectful attitude, and etcetera. After a teacher or administrator issues a White Slip, disciplinary counselling with the Vice - Principal will take place.

1. Parents will be notified of White Slips by letter.
2. Students will receive a work detention for each of their 3rd, 4th, and 5th White Slips.
3. If a student receives a 6th White Slip, he or she will be suspended for 2 days from school.
4. At the end of January, your White Slip count returns to zero and you are given a fresh start.

Detention

The student is detained after class or after school by his or her teacher. The student must contact his or her parents to let them know of the detention and to allow them to arrange transportation home following the detention. During the detention, the student may be required to complete academic work or, alternatively, the student may be tasked with a cleaning or housekeeping responsibility around the school suitable to the student's age. The student's detention will be supervised by teaching or custodial staff.

Suspension

The student is sent home and is not allowed to attend school activities (incl. classes, sports practices and games, trips, club meetings, etc.) until the suspension has been served. During the suspension, students are recorded as Suspended on the school attendance record. The BCS Vice - Principal will always contact parents directly when a suspension is issued, in addition to sending home a Suspension Letter. Suspension Letters are not copied to the student's Ontario School Record but are maintained in-house. The length of the suspension is determined by the BCS Administration and is dependent upon context and precedent. During periods of suspension all assignments given must be completed. A student who is suspended from school two times within the school year may have his or her Re-Registration privilege revoked for the following year (see Revocation below) or may be expelled immediately.

Revocation (of re-registration privilege)

The student is allowed to remain at BCS until the end of the current school year, though the privilege of re-registering (for the following school year) is **revoked**. Before a revocation takes place, warnings are issued in writing to the student and parents, indicating the precise nature of the student's problematic behaviour. This communication must also warn the student and parents specifically that the student's opportunity to re-register is in jeopardy and that immediate and sustained change must be observed in the student's behaviour.

Expulsion

Once expelled, a student is not allowed to attend any school activities for the remainder of the school year. The student is removed from class lists and entered into our Trillium Database as Expelled. The student is not awarded Credit for courses not already completed at the time of expulsion. The Principal and Vice - Principal will meet with the student and parents to inform them of the decision to expel the student. At this time, the Principal will issue an Expulsion Letter to the parents: a copy of this letter will be inserted into the student's Ontario School Record which will later be sent to the student's new school. For information regarding appealing an expulsion decision, refer to the subsection titled *Dispute Resolution Procedure for BCS* in the opening section of this *Handbook*.

Expulsion with Opportunity to Re-apply

Any grade 6-10 student expelled **prior to** the Christmas Break will be eligible to re-apply for Admission for the following academic year (see Re-application Requirements below).

A grade 6-10 student expelled after Christmas is not eligible for re-admittance until at least one full calendar year has elapsed since the date of the expulsion (see Re-Application Requirements below).

Re-Application Requirements

An expelled student may re-apply to attend BCS provided that:

- 1) the student was in grade 6 - 10 when expelled,

- 2) the student and parents waive privacy rights (in writing) to information regarding the student's academic progress, behaviour, and any discipline during his or her time at another school following the expulsion from BCS,
- 3) the student's behavioural record at the other institution (once explored following #2 above) is exceptionally clean and demonstrates clearly that
 - a. he or she has not been suspended or expelled,
 - b. he or she has not been disciplined for any school rule violation which would have resulted in expulsion at BCS, and
 - c. he or she has not been disciplined for any school rule violation which would threaten the safety of the staff and/or students at BCS,
- 4) the student and parents agree to a probationary period of 2 months beginning at the start of the school year, during which time the school may withdraw the student's registration because of violations of school rules *not ordinarily used as grounds for expulsion*. Such violations may include (but are not limited to) defiance to teacher instruction, skipping classes, verbal assault, bullying, cheating, etc., and
- 5) the student willingly attends check-in/mentorship meetings with an appointed staff member weekly during his probationary period and bi-weekly subsequent to his probationary period.

Offences and Consequences

1. Minor offences with student behaviour in areas such as tardiness, being unprepared for class, gum chewing, uniform infractions, excessive talking, etc. will result in an email being sent to the student's parent/guardian. Electronic copies of all behavioural related email messages will be kept on file for the year with the Junior High or Senior High Vice - Principal. An accumulation of 5 emails in a given term regarding such behaviour issues will result in a White Slip. Behaviour which does not change will be interpreted as blatant and defiant.
2. White slips are issued automatically for offences such as cheating, lying, open defiance, swearing, dishonesty, disrespectful attitude, dangerous horseplay, public displays of affection, etc. Particularly regarding issues of academic integrity, BCS maintains a careful record of offences and students who accumulate several White Slips for violating teacher trust (lying, cheating, plagiarism, etc.) may be disciplined by suspension, revocation (of re-registration for the following year), and/or expulsion.
3.
 - a) The possession or use of tobacco, alcohol, and/or non-medicinal drugs, or being under the influence of them while on school grounds or during a school-supervised activity is strictly prohibited. Specific consequences are outlined in the Standards of Conduct section in the opening pages of this document (above).
 - b) For verbal violence, including profanity and threats, the first offence may result in suspension, followed by a public apology: a second occurrence may result in suspension or expulsion.
 - c) At the discretion of the school administration, aggressive physical contact (pushing and shoving, wrestling, play-fighting, aggressive horseplay, etc.) on school grounds or during a school-supervised activity may result in suspension. Because such behaviour- even innocent playing around- often escalates into more serious physical violence, BCS has adopted a "Hands-Off" Policy. No physical contact is acceptable and students engaged in horseplay, etc. can- when deemed appropriate by school Administration- be suspended as a result of it. Outright fighting, characterized by deliberate violence and a clear intent to injure, will result in suspension and/or expulsion.
 - d) Possession of any sort of a weapon on school grounds or during a school-supervised activity is strictly prohibited and will result in suspension and/or expulsion.

- e) **Bullying-** The Ontario Ministry of Education provides the following description of Bullying: *Bullying is typically a form of repeated, persistent, and aggressive behaviour directed at an individual or individuals that is intended to cause (or should be known to cause) fear and distress and/or harm to another person's body, feelings, self-esteem, or reputation. Bullying occurs in a context where there is a real or perceived power imbalance. Bullying is a dynamic of unhealthy interaction that can take many forms. It can be physical (e.g., hitting, pushing, tripping), verbal (e.g., name calling, mocking, or making sexist, racist, or homophobic comments), or social (e.g., excluding others from a group, spreading gossip or rumours). It may also occur through the use of technology (e.g., spreading rumours, images, or hurtful comments through the use of e-mail, cell phones, text messaging, Internet websites, or other technology).*
- BCS's Administration will be very active in the prevention of bullying. Students found to be bullying may be asked to sign an anti-bullying contract and, if the problem persists, students will be suspended and/or expelled for bullying at the discretion of the BCS Administration.
- f) **Public Displays of Affection—** In accordance with our hands-off policy, students may not engage in hand-holding, kissing or affectionate embraces on school grounds or during a school-supervised activity. Violation of this policy may result in white slips. Students who accumulate several White Slips will be disciplined by suspension, revocation (of re-registration for the following year), and/or expulsion.

When a student commits a serious offence that may constitute a suspension or expulsion, final decisions related to the student will be made in consultation with the school administration, School Management Team, and Board of Directors.

General Expectations

Our mission is to contribute to the overall development of our students. Emphasis is placed on your spiritual, academic, physical and social development. Respect is an essential ingredient to our learning environment. You need to demonstrate your respect for your peers, for the teaching and non-teaching staff of the school, for the school's facilities and property, and for the school itself. For example: be polite when participating in discussions and clean up after yourself in your lunch room.

Each of you is responsible for the cleanliness of the school washrooms. If an *emergency* arises and you need to go to the washroom, leave the room immediately. Otherwise, be sure to obtain the teacher's permission.

In the halls, be courteous. Keep to the right when negotiating through the crowds and do not disturb others with boisterous talking and rude conduct. There is no horseplay and no running, eating, or drinking in the halls.

Theft

Theft in any form will not be tolerated. Suspension and or expulsion may occur depending on the severity of the theft.

Gum

You are not allowed to chew gum on our school buses, on the playground, or in any part of the school. There is zero tolerance for gum on school grounds.

Nut Aware

For the safety for our students, we are working to limit the possibility of exposure to nuts and nut products within the school building. However, food *will* be brought into the school building from restaurants and

facilities that are not guaranteed to be "nut free". We continue to increase student awareness, both among those that have allergies, and their peers.

We encourage parents to send in snacks for the class from a peanut/nut free facility.

Food Days

BCS hosts weekly Friday Food Days. Food order sheets will go month bimonthly. Payment must be in cash (exact amounts) or cheques (payable to BCS). Food will be delivered to your child's classroom.

Geddes Foods

Geddes Foods provides food services for J.K. – Gr. 12. A monthly calendar or daily menu items will be sent home for parents viewing. Parents are encouraged to contact Fawn Geddes (geddesfoods@bell.net).

BCS Student Centre

Gr.6 – Gr.12 teachers will regularly post homework, assignments, and deadlines on the BCS Student Centre. Students are expected to login to the Centre to get updates if they are absent from class and parents may also login to the Centre to learn about their child's assignments and timetable.

Junior High / Senior High Boundaries:

The following Junior High / Senior High boundaries have been set for reasons of student supervision and safety.

When the weather is nice, Senior High students are allowed to eat lunch outside at the picnic tables, and use the outside basketball court. They are allowed to walk on the track. Senior High students must generally be in view of the exit doors by Geddes café. They are not allowed to sit on the ramp behind the gym or use the outside area by the septic system.

Senior High students may not walk around the school past the junior high nor into the elementary playground. The elementary playground and swings are for the use of students from junior kindergarten to grade eight. Senior high students are not to sit on the bleachers or eat lunch by the baseball diamond.

Junior High and Senior High students are not to eat lunch in the change-rooms.

Junior High and Senior High students may not use exit doors and areas used to access the building for deliveries or maintenance. These are not student exits. This is for your safety as these areas are used by trucks.

No students are to go down to the creek unless accompanied by a teacher.

No students are to be near the bus parking lot at any time.

No student in the Junior High or Senior High may use the elementary (JK – 5) washrooms at any time.

Junior high students may not use the candy or drink machines in the Senior High and/or fitness room.

Students are not permitted in the gyms without supervision.

Unless accompanied by a teacher or traveling to a class, Junior High students must ask permission to access the senior high wing.

Unless accompanied by a teacher or traveling to a class, senior high students must ask permission to access the junior high wing. Senior high students must use the corridor outside the gymnasium to travel to and from the library: they are not to pass through the junior high wing.

Library Rules

The use of the library at Brampton Christian School is a privilege that may be revoked if abused.

1. You are allowed to borrow up to two books at a time.
2. Put books to be returned on the table provided in the library.
3. You are held responsible and must pay the replacement cost if the book is damaged or lost.
4. There will be a charge of 10 cents per day for each overdue book.
5. Reference books cannot be checked out of the library. They are to be used in the library only.
6. No book, under any circumstances, is to be taken from the library without being checked out.
7. The library times are assigned as per classroom timetables/ hours for Jr. High students are: during lunch period or as arranged by teaching staff.
8. Students may not use the library during off hours.
9. Photocopies and printouts cost 10 cents per side.
10. The use of personal media devices, such as iphones, ipods, mp3 players, and the use of media related entertainment/software on personal laptops, tablets, and related devices, as well as the use of ear buds are prohibited in the library.
11. Computer use is determined on a first-come, first served basis, provided you are using it for school work.

Personal Media Devices Policy

Upon entry into Brampton Christian School students are not to access personal media devices. They should be turned off and stored for the school day. The use of personal media devices, such as iphones, ipods, mp3 players, and the use of media related entertainment/software on personal laptops, tablets, and related devices, as well as the use of ear buds are prohibited throughout the school. Devices such as laptops, tablets, and related hardware/software may be used in designated learning areas and under the supervision of teaching staff for the purposes of learning, study and research. Use of such devices and software for personal entertainment are prohibited. Inappropriate use of technological devices will lead to White Slips, and confiscation of the device until a parent can personally pick it up. If the student does this a second time, it will be confiscated for one week and then returned to the parent personally. Subsequent offences will lead to suspension and the potential revocation of the privilege of bringing technological devices to school. Further offences will lead to suspension from school.

Internet Use Policy

Parents and guardians need to be aware that a relatively small portion of information available on the Internet may contain defamatory, inaccurate, abusive, obscene, profane, sexually-oriented, threatening, racially offensive, or illegal material. Brampton Christian School does not condone the use of such materials and will not allow the use of such materials in school. We are currently using a filtering system to deny access to pornography and inappropriate text, however, it is impossible to restrict access to every controversial item. For this reason, we are giving parents and guardians the option of not permitting their child to have access to the Internet, under the supervision of staff, for educational purposes. For more information or if you do not wish your child to have access to the Internet in school, please contact your child's principal.

Below is the Brampton Christian Schools [Internet Acceptable Use Policy](#). We hope you will read it thoroughly and discuss it with your child. We ask your assistance in developing responsible attitudes, reinforcing appropriate behaviours, and observing security practices on the computer network that are now available.

Brampton Christian Schools Internet Acceptable Use Policy

Terms and Conditions:

The use of the Internet by students is expected to be in accordance with any/all other expectations as outlined in the student pledge and handbook.

1. The use of your account and/or access must be consistent with the educational objectives of Brampton Christian School. Use of electronic resources for recreational games, chat, or email for non-educational related purposes is prohibited.
2. To transmit or knowingly receive any materials in violation of any Canadian, Provincial, or Brampton Christian School regulation or law is prohibited. This includes, but is not limited to, the following: material blasphemous or offensive to God or others, copyrighted material, threatening, harassing, pornographic, obscene, or profane material, materials related to the illegal use or manufacture of restricted substances, defamatory or discriminatory material, or material protected by trade secret.
3. Commercial activities, product advertising, political lobbying , and extensive personal use are prohibited.
4. Network Etiquette - You are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:
 - a) Be polite. Do not be abusive in your messages to others.
 - b) Use appropriate language. Do not swear, use vulgarities, or any other inappropriate language, material, or images.
 - c) Do not reveal your full name, phone number, or home address, or those of other persons when using the Internet. Photos of student body members and staff are not to be exchanged.
 - d) Note that electronic mail (e-mail) and other computer use or storage is not guaranteed to be private or confidential. Network or other computer use or storage areas are and will be treated as school property. Computers, files and communications may be accessed and reviewed by staff and faculty, and may be accessed by other computer users.
 - e) Do not use computers or the network in such a way that you would disrupt the use by other people.
 - f) Permission of the supervising staff member must be obtained before downloading large files.
 - g) Disk space is limited. Remove outdated or unneeded files promptly. The installation of student software is prohibited.
5. Students found guilty of vandalism will lose computer privileges and may be subject to criminal prosecution. Parents and/or guardians are financially responsible for acts of vandalism committed by their children. Vandalism is defined as any malicious attempt to harm or destroy data or hardware on this system or any other system.
6. Respect the integrity of the computing system. Do not intentionally develop or activate programs that harass other users, infiltrate a computer system or alter the software components of a computer system. This includes but is not limited to: revealing, or attempting to learn or use other users passwords, spreading viruses, attempting to "hack" into restricted systems or attempting to use administrative commands. The desktops and settings on computers must not be changed to allow consistency and ease of maintenance.
7. Only public domain files and files in which the author has given expressed written consent for online distribution, may be exchanged with other users. Students and teachers may download copyrighted material only for their own use following copyright guidelines/laws of Canada.
8. Security of any computer system is essential. Access to electronic resources is intended for the exclusive use of authorized individuals. If you think you can identify a security problem on the Internet, you must notify a network administrator or faculty member. **Do not demonstrate the problem to other users. Do not use another users account or share your account.** Doing so will result in the loss of privileges for both parties.
9. Any problems which arise from the use of an account are the liability or responsibility of the account holder or user. All account holders or users hereby release Brampton Christian School from any and all claims or damages of any nature arising from their access, use, or inability to access or use computers or network system and by obtaining an account or use of the computer or network system agree to such and agree to indemnify and hold Brampton Christian School harmless from same. Brampton Christian School makes no warranties of any kind for the information or the service it is providing.

The use of equipment, computers; network resources and the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of these privileges. No reasonable expectation of continued use or access shall exist. (Students who are issued accounts will first be required to complete training in the proper use of the network.) The administration, faculty, and staff of Brampton Christian School may deny, revoke, or suspend specific user accounts/access.

The following Pledge has been written in the first person from the student's point of view: students are asked to show their agreement with it by signing the Pledge at the beginning of the school year.

BCS Student Pledge

I support Brampton Christian School's pledge to maintain an atmosphere demonstrating respect for authority and high moral standing that encourages personal growth and excellence in education.

The statements made below regarding Biblical principles and Christian lifestyles are foundational. They identify the essentials of the Christian life and should remain the desire of those who affiliate with Brampton Christian School. The Bible establishes basic principles for Christian character and behaviour. These include the following:

1. Living a life of faith in wholehearted obedience to the moral teaching of the Bible reflecting honesty and integrity.
2. The responsibility to love God with our whole being and to love our neighbour as ourselves.
3. The responsibility to pursue right living and practice justice and mercy to everyone.

It is my goal to be a positive, responsible student. I will follow the standards of conduct of Brampton Christian School knowing that they are for my personal well-being and the benefit of the student body. I know that Brampton Christian School strives to educate the whole person: spiritually, academically, physically and socially. I know that life is too precious to waste, and I must keep my body pure until marriage.

I understand that Brampton Christian School requires abstinence from the use of tobacco, alcohol, illicit drugs, premarital sex, and violence. I agree to adhere to these standards of conduct as a student in Brampton Christian School.

Student's Signature

Date

BCS Bus Policy

Students must abide by the same behavioural standards that apply at school, and must avoid conduct that would warrant a White Slip, Suspension, or Expulsion. When riding BCS school buses, students are representatives of Christ, the school, and their families, and must therefore conduct themselves in a manner worthy of respect. The privilege of bus transportation will be suspended or withdrawn without refund for serious and repeated violations of the expectations and regulations.

Additionally, when using the BCS bus service, students are expected to:

1. use the route assigned and not switch routes or invite other peers to travel on their bus unless advance written parental/guardian permission has been granted
2. exercise care, caution, good manners, consideration for others, and control over the volume of your voice (no yelling please)
3. obey the instructions of the driver, and be at the bus stop on time
4. remain seated at all times in the seat assigned to you
5. keep all parts of your body (including your hair) inside the bus
6. be at the bus stop 5 minutes before your assigned time, and
7. be standing near the curb ready to get on the bus (The driver will not see students sitting in cars or houses and is not able to wait.)

Also, while riding school buses, students are expected **not** to

- 1 do anything that disrespects, disturbs or interferes with the driver's operation of the vehicle
- 2 violate other passengers' rights
- 3 make morally offensive or provocative gestures or remarks toward pedestrians or those in vehicles
- 4 throw anything inside the bus or out the window or play with the windows
- 5 eat or drink on the bus (this is due to safety regulations)
- 6 bring any large toys, sports equipment, or bags/gear on the bus without permission
- 7 use electronic devices such as video games, cell phones, digital cameras, on the bus
- 8 bring inappropriate reading material, videos, or video games on the bus
- 9 use foul language or swear on the bus

Note: Use of electronic devices for listening to music, video, or video games is allowed at the discretion of the driver. The intent of permitting these devices is to occupy the student on their bus ride while reducing distractions for the driver. BCS is not responsible for items lost on the bus.

Consequences for abusing the privilege of using the bus service:

The **first** offence will result in a verbal warning and a telephone call by the Busing Coordinator;

The **second** offence will result in a call to parents and/or a letter to be signed by parents;

The **third** offence will result in a consequence at the coordinator's discretion, which may include temporary or permanent suspension from busing privileges;

The **fourth** offence will result in a letter to be signed by parents and the loss of bus riding privileges for a minimum of 5 school days.

The **fifth** offence will result in a letter to the parents to be signed and returned with loss of a minimum of 10 school days bus riding privilege.

In addition:

Anyone caught throwing any object out of the window of the bus will lose riding privileges for 3 days.

Anyone caught damaging their seat on the bus will be charged for the repairs, plus will lose bus transportation privileges for 3 days. Anyone fighting on the bus will automatically lose riding privileges for 5 days. A second occurrence of any of the above will result in complete loss of bus fee and riding privileges. These rules will be strictly enforced to, and from school, and on any school trip.

Changes to Student/Parent (Guardian) Information:

Please send in writing (email) your updated address, email, cell and home phone number, so we can update our database and keep in touch.

Changes to Bus Route/Stop:

In the event of the need for your student to change their route or stop because you are moving, please contact (via email) the office or Busing Coordinator to make the necessary changes. Please allow seven (7) working days to effect these changes. Caution, the area you are moving to must be accessible by our busing service.

In the event of a last minute change, your child needing to switch a bus, or dropped off at a different stop (Example a school project with a fellow student), an email must be sent to the office the morning of the requested change. Without this permission the driver has been instructed to only transport those students on his/her Student Manifest.

School Bus Service Cancellation and School Closures Policy

Brampton Christian School is vitally concerned about student safety. Therefore, in the event of unscheduled bus cancellations and school closures due to uncontrollable circumstances, such as severe weather conditions and related road conditions, **the Bus Service Cancellations and/or School Closure** policy will be in effect in accordance with liability and safety-based decisions made primarily by the Peel District School Board (Brampton) with consideration given to decisions of adjacent boards (i.e., Dufferin Peel Catholic District School Board; Upper Grand District School Board) within whose boundaries we offer bus services (i.e., Orangeville/Caledon North).

1) The school remains open but morning buses are cancelled

- a) The bus service cancellation decision (for one, any, or all routes) will be made by 6:30am and announced by 6:45am as follows:
 - i) BCS website (www.bramptoncs.org), and
 - ii) radio stations CFTR AM, CHFI FM, CHUM AM, CFRB AM, and
 - iii) television station CITY TV.
- b) Afternoon buses may be cancelled
- c) Normal operations will resume the next school day unless otherwise posted.

NOTE:

- Cancellation calls will NOT be made by the Bussing Coordinator and/or Bus Drivers.
- Students will not be recorded as “absent” on school attendance records. Rather, students will be marked “excused” if parents/guardians choose to allow the student to remain home or “present” (but not “late”) if the student attends later when travel conditions permit.
- Given the possibility of significantly decreased student attendance:
 - course deadlines and assessments will be automatically postponed to the next scheduled class,
 - new material may not be covered,
 - classes may be reorganized by administration, and
 - student activities may be adapted at the discretion of the teacher.
- If weather and/or road conditions improve significantly, bus service may be restored for scheduled trips.

2) The school opens, but an unscheduled early closure occurs:

- a) In an emergency situation, an immediate school closure may occur due to uncontrollable circumstances;
- b) In situations such as a forecasted deterioration of weather and/or road conditions, then an unscheduled early school closure decision will be up to 2-3 hours prior to early dismissal in an attempt to give parents time to arrange pick-up of students. Please note the following:
 - i) Bus service will not be provided in such cases due to safety;

ii) Before and After School Club for pre-registered / regular students will not be provided in such cases, due to the unpredictability of presenting circumstances.

3) The school closes:

a) As in the case of bus cancellations, a school closure decision will be in effect in accordance with liability and safety based decisions made primarily by the Peel District School Board, and no student supervision will be available. The school closure decision will be made by 6:30am and announced by 6:45am as follows:

- i) BCS website (www.bramptoncs.org), and
- ii) radio stations CFTR AM, CHFI FM, CHUM AM, CFRB AM, and
- iii) television station CITY TV.

b) Normal operations will resume the next school day unless otherwise posted.

NOTE: Cancellation calls will NOT be made by BCS staff.

Student Dress

Your school uniform consists of the different articles of clothing itemized below. While all students are welcome to attend BCS, demonstrations of cultural or religious symbols representing faiths other than Christianity (i.e.: headwear, clothing, jewellery, symbols displayed on books, bags, binders, etc.) are prohibited.

Your uniform will be checked each day during devotions. A uniform violation will result in loss of a Good Uniform Dress Down Day (GUDDD). If the problem persists, parents will be notified to pick you up from the school office and correct the violation. The following are the rules regarding our school uniform.

Uniforms for the Elementary, Junior High and Senior High are available at **InSchoolWear**.

Uniform items can be purchased several ways:

1. Online at www.inschoolwear.com
(There is a \$9.99 shipping charge per order)
2. Visit / call the store:
886 Sinclair Road,
Oakville, ON L6J 2X6
(905)-338-3030
3. In House
School Hours – Tuesdays and Thursdays
2:30 pm – 4:30 pm

JUNIOR HIGH SCHOOL UNIFORM REGULATIONS

GIRL'S REGULAR SCHOOL UNIFORM ITEMS

Shoes	Plain black dress shoes. Running shoes, or high cut (above the ankle) boots are NOT permitted.
Socks	Grey knee-hi socks or grey, non-patterned, tights.
Blouse	A white tailored blouse. The blouse MUST NOT have any pattern, frills or ruffles. Unless it is the tapered BCS "Broadcloth Outblouse" available from the uniform supplier, the blouse must be tucked in.
Polo Shirt	A white, BCS polo shirt. Polo shirt with Brampton Christian School embroidered The tapered BCS "Outpolo" may be worn un-tucked: the regular cut BCS Polo must be tucked in.

Pants	Grey tailored girls' dress pants available from the uniform supplier.
Note:	If you wish to wear a tee shirt under your dress shirt, it MUST be plain white.
Tie	A school tie is to be worn with the blouse.
Kilt	A plaid kilt. (This is to be worn no shorter than two inches above knee length.) Rolling of the kilt, to make it shorter, is prohibited. Please note that it may be necessary to buy a new kilt due to a child growing taller.
Sweater	A burgundy sweater or vest with the school crest

GIRL'S GYM UNIFORM

Shorts	Burgundy gym shorts monogrammed with BCS
T-Shirt	Grey t-shirt monogrammed with BCS
Socks	White sweat socks.
Shoes	Running shoes must be worn (non marking soles if black).

BOY'S REGULAR SCHOOL UNIFORM ITEMS

Shoes	Plain black dress shoes. Running shoes even if they are plain and black, high cut boots, and casual loafers are NOT permitted.
Socks	Black or grey.
Pants	Grey (flannel) dress pants.
Belt	A BLACK dress belt with no elaborate buckles or decorations.
Shirt	Plain white dress shirt (no designs), worn tucked in.
Polo Shirt	A white, BCS polo shirt. Polo shirt with Brampton Christian School embroidered, worn tucked in.
Note:	If you wish to wear a t-shirt under your dress shirt, it MUST be plain white.
Tie	A school tie is to be worn with the shirt.
Sweater	A burgundy sweater or vest with the school crest

BOY'S GYM UNIFORM

Shorts	Burgundy gym shorts monogrammed with BCS.
T-Shirt	Grey t-shirt monogrammed with BCS.
Socks	White sweat socks.
Shoes	Running shoes must be worn (non marking soles if black).

SENIOR HIGH UNIFORM REGULATIONS

GIRL'S REGULAR SCHOOL UNIFORM ITEMS

Shoes	Plain black dress shoes. Running shoes, or high cut (above the ankle) boots are NOT permitted.
Socks	Black knee-hi socks or black, non-patterned tights.
Blouse	A white tailored blouse. The blouse MUST NOT have any pattern, frills or ruffles. Unless it is the tapered BCS "Broadcloth Outblouse" available from the uniform supplier, the blouse must be tucked in.
Polo Shirt	New white, tapered polo shirt. The tapered BCS "Outpolo" may be worn un-tucked: the regular cut BCS Polo must be tucked in. Polo shirt with Brampton Christian School embroidered
Note:	If you wish to wear a t-shirt under your blouse, it MUST be plain white.
Tie	A school tie is to be worn with the blouse.
Kilt	A grey plaid kilt. (This is to be worn no shorter than two inches above knee length.) Rolling of the kilt, to make it shorter, is prohibited. Please note that it may be necessary to buy a new kilt due to a child growing taller.
Pants	New girls' tapered/low-rise slacks in grey, available from the uniform supplier.
Sweater	A black sweater monogrammed with the school crest. An optional black vest is available.
Jacket	An optional soft-shell jacket with school crest is available.

Note: The jacket is instead of or in addition to either the sweater or cardigan.
Zip Sweat Top A black, cotton, ¼ zip pullover sweat top monogrammed with BCS.

GIRL'S GYM UNIFORM

Shorts Black gym shorts monogrammed with BCS.
Pants Black “windsuit” training pants available from the uniform supplier.
T-Shirt Black t-shirt monogrammed with BCS.
Socks White sweat socks.
Shoes Running shoes must be worn **(MUST BE NON-MARKING IF BLACK SOLES)**.

BOY'S REGULAR SCHOOL UNIFORM ITEMS

Shoes Plain black dress shoes. Running shoes, high cut boots, and casual loafers are NOT permitted.
Socks Black
Pants Grey (flannel) dress pants.
Belt It is to be a BLACK dress belt with no elaborate buckles or decorations is to be worn.
Shirt A plain white dress shirt (no designs).
Polo Shirt A white polo shirt with Brampton Christian School monogrammed
Note: If you wish to wear a t-shirt under your dress shirt, it MUST be plain white.
Tie A school tie is to be worn with the shirt.
Sweater A black sweater with the school crest. A black sleeveless vest is optional. Black sweater and/or V-neck with school crest
Jacket Soft-shell jacket with school crest
Note: The jacket is instead of or in addition to either the sweater or cardigan.
Zip Sweat Top A black, cotton, ¼ zip pullover sweat top monogrammed with BCS.

BOY'S GYM UNIFORM

Shorts Black gym shorts monogrammed with BCS school crest.
T-Shirt Black t-shirt monogrammed with BCS.
Socks White sweat socks
Shoes Running shoes must be worn **(MUST BE NON-MARKING IF BLACK SOLES)**.

WHAT TO WEAR WHEN

Black dress shoes, socks, and belts, are always required for boys, as are black dress shoes and knee-high socks or tights for girls.

Everyday Wear

On any regular school day in the year, students may select either the Dress Shirt and School Tie or the BCS Polo Shirt to wear: additionally, girls may choose between the Kilt and the School Dress Pants. Students may also decide whether or not to wear the Dress Sweater, the Zip Sweat Top (Senior High only), or neither.

Formal Uniform Days

On Chapel Days, School Photo Days, and other important dates identified on the school calendar, students must wear the Dress Shirt with School Tie, and Dress Sweater.

Clothing Marked

Please label your clothes with your name. Every year, all sorts of clothing—both uniform and non-uniform items— are lost at school. If your name is on it, we can return it to you. Otherwise, found items go into the Lost and Found for a time, then go to the salvation army.

Dress Down Days

Shirts should not display inappropriate advertisements or suggestive messages. If it would offend someone, it is inappropriate. Posted guidelines will give specific details for the day.

Modest dress is required. Do not wear muscle shirts or shirts that are too short to cover your body. Clothes must be in good repair. Cut-offs or torn clothes are not permitted.

Some field trips warrant proper casual attire. The teacher will outline the dress code for each trip.

Dress Up Days

On occasion we are involved in special chapels, trips, concerts, etc. that require you to dress up. Jeans/coveralls are not permitted on these days. The requirement is a pair of dressy pants and a nice shirt or shirt & tie for boys and a skirt/dress or dress pants for girls with a dressy top.

Jewellery

No additional accessories of any kind may be worn or may be pinned or attached to the school uniform by either girls or boys. Once again, while all students are welcome to attend BCS, demonstrations of cultural or religious symbols representing faiths other than Christianity (such as may appear in the form of jewellery) are prohibited.

Hair

Hair is to be neat, clean, and styled modestly. As in all matters of dress, students should have their hair styled in a manner that does not cause distraction. Boys' hair should not touch their shoulders. Boys' and girls' hair should not interfere with vision at the front.

Hats

Students are not allowed to wear hats or bandanas inside the school building .

NOTE: The school reserves the right to ask any student to modify his/her dress and/or appearance. Non-compliance will result in the student being sent home from school.

Health and Safety

Medication

Students will be administered medication only with parental consent. A Permission to Administer Medication form must be signed by a parent/guardian to be filed in the Main School Office. Without this form, a student will not receive pain relievers, prescription medication, etc.

Public Health Services

The Public Health Nurse visits the school on an "on-call" basis. She/He keeps a medical record on every student and does periodic checks on hearing, eyes and general physical condition. Medical records are maintained completely by the Health Department. They arrange an Immunization Clinic once a year for students whose parents have requested the vaccines to be given at the school.

Student Accident Insurance

This insurance is available to all students and is in addition to OHIP. It does not replace it. Information will be sent home the first week of school. Parents who choose this coverage will assume full costs.

In cases of accident or injury, a student will be brought to the Main Office (if it is possible to move them). A competent staff member will assess the injury and administer first aid. In case of injuries requiring

further treatment, such as severe sprains, broken bones, excessive bleeding, cuts requiring stitches, the parent will be contacted.

It is imperative that parents' Home, Work, and Emergency telephone numbers are updated regularly. This is the responsibility of the parent/guardian.

Fire Drills

When a fire alarm sounds, activities stop immediately. You will proceed, single file, down a predetermined exit route to an assembly point outdoors. It is important that you do not run, crowd, push, or talk. After the class has left the room, the teacher will check that no students remain, and then join his/her students.

Silence is necessary for both drills and actual emergencies so that everyone can hear instructions being given. When you arrive at the assigned area outside, you will line up by class.

When you hear the fire alarm, you are to:

1. Stand and leave all books, coats, etc. behind.
2. Walk to your assigned exits.
3. If you are the first person to the door, hold it open and close it when the last person is out.
4. Stay in rows and move right away from the building to the designated meeting area where the teacher will do a roll call from the attendance book.
5. If you are in the washroom, you will exit through the nearest door and find your class outside.

Lock Down

During the school year, we practice fire drills to make sure that students are safe in case of a fire in the school. We also practice another safety tool for students and staff called a 'Lockdown Procedure'. A real Lockdown Procedure signals a serious and dangerous situation which requires going to the nearest area, with a teacher, which can be **locked**, and sitting **down** on the floor away from doors and windows, and remaining there until further instructions are given.

The lockdown will begin when you hear the words: "Code Red, Initiate Lockdown Procedure".

Remember, when you hear "Code Red, Initiate Lockdown Procedure", move away from doors and windows in a quiet and orderly fashion, sit on the floor and quietly wait until further instructions are given. If you are in the hall, go to the nearest classroom with a teacher, and sit on the floor away from windows and doors until "All Clear" is announced.

If you are in the washroom, go to a stall, and sit there with feet up on the door of the washroom stall until "All Clear" is announced.

Do not use cell phones during a lockdown. This has been found to be the #1 hindrance to police operations in real 'Lockdown' emergencies.

Special Activities

Chapels and Assemblies

Chapels are an integral part of our learning community at BCS and you are required to attend all chapels. Sometimes chapels require quite active student participation. Sometimes they are organized internally by teachers and/or students and sometimes they are run by people the school selects and invites in.

1. Proceed to the gym with your teacher and sit in your designated area after you have been called by Junior or Senior High Administrator.
2. Please be quiet when appropriate and active when involvement is required! Be respectful at all times.

3. Clap when it's appropriate. Do not boo or whistle.

Yearbook

Each student will receive a school yearbook in June which is produced by the Yearbook Team of students in Senior High. Please note that everything hand-written in the yearbooks should be positive and encouraging.

School Teams

A wide variety of activities are available. These will depend on the interest and initiative of the teachers, but to a greater extent, on the interest and initiative that YOU display as students. For the most part, these activities will occur before or after school hours. You will be responsible for arranging your own transportation. We encourage you to arrange carpooling to avoid over-burdening your own family.

Arts Night

Arts Night for both the Junior and Senior High Schools recognize the student accomplishments and talents in drama, music and visual arts. Attendance is required for students in these classes.

High School Sports Fee

A fifty dollar (\$50.00) per athlete, per year, fee will be charged to students upon making the roster of their first team. This fee will be collected by the coach in charge of the team and students will not be allowed to participate in a league game until the fee is paid.

Senior High Sports Banquet

The Senior High Sports Banquet is a celebration of the accomplishments and talents of high school athletes. Individual awards are given for leadership, improvement, and sportsmanship.

Graduation

Convocation Ceremonies for both the Junior and Senior High Schools are in June and are culminating events to honour and encourage our graduates.

Miscellaneous

Instrument Rentals

All band instruments rented through the school are covered by insurance as part of the music fees collected upon registration. This insurance covers minor repairs and damage to the instrument. Should the instrument be damaged beyond repair or lost, the student will be charged 20% of the current replacement value of the instrument.

Lockers

Locker combinations must be kept private.

You may go to your lockers at the following times only:

- before school begins
- lunch hour
- after school ends
- before and after gym, art, and music classes
- during spare, the first 5 minutes and last 5 minutes only.

You are responsible to keep their lockers clean and orderly. Do not overfill your locker and shove the door closed. Periodic checks of your lockers will be done.

Use of the Gymnasium

You must wear gym shoes with non-marking soles while participating in activities in the gym. All valuables (purses, watches, wallets rings. etc.) must be secured in your locker and not left in the change rooms. You are not permitted in the gym unless supervised by authorized personnel.

Care of School Facilities

We are to be 'good stewards' of our facilities. Care must be taken to properly use all equipment. This includes care of textbooks, gym equipment, desks, chairs, tables, etc. For example, you are not permitted to:

- mark tables or desk tops;
- misuse gym equipment;
- misuse washroom facilities

Students will be required to clean and/or pay for repairs to equipment damaged by their misuse.

In addition, you must take responsibility for keeping the school clean. You are required to assist teachers tidying the room at the end of the day, to clean up after yourself at lunch, and make sure that your garbage is put into a garbage can.

Social Activities

All mutually exclusive (dating) relationships are discouraged during school and school associated activities. Group activities which honour the Lord are encouraged. The general 'hands-off' policy applies in all situations at school, and during all school-sanctioned events off campus.

Textbooks: Grades 6 - 8

Lost, damaged or defaced books owned by the school are the student's responsibility. These MUST be paid for or replaced before final report cards are presented. Replacement costs are high.

Textbooks: Grades 9 - 12

You will need to purchase your own textbooks. Teachers will register each of your textbooks with a number that will allow us to identify the book's owner. At the end of the school year, you may re-sell your used textbooks.

Visitors

All visitors must report to the Main Office when arriving at the school. They will be given a visitor identification badge to wear and will return it to the Main Office at their departure. First priority of BCS staff and students is to focus on their classes and related responsibilities. Visits should be limited to supervised, public area during the lunch hour (12:00pm – 12:30pm) or after school (3:30pm). Arrangements for noon visitation at school should be made in advance and approved by the Principal, Junior or Senior High Administrator. Parents wishing to speak to a teacher must set up an appointment via email or through the Main Office.

School Fees

All fees for tuition are due in advance of the school year. Fees may be paid in full at the beginning of the school year, or, as a convenience to parents, by using the automated debit program on the first of each month. The initial payment is due on the first day of June prior to the commencement of the school year.

To facilitate the payment procedures, parents are asked to make their payments at the Accounting Office. Any questions regarding the payment of fees should be directed to the accounting department in the Accounting Office.

Professional Affiliation

Brampton Christian School enjoys a good relationship with the Ministry of Education. Our school is officially registered with the Ministry of Education and is also a member of the Association of Christian Schools International.

School Pictures

Pictures of all students will be taken early in the year for the school yearbook and personal purchase. Students must be in full dress school uniform for picture day. Graduation photographs will be taken in February.

Supplies

Each subject teacher will give information regarding supplies on the first day of school.

School Bus Service Cancellation and School Closures Policy

Brampton Christian School is vitally concerned about student safety. Therefore, in the event of unscheduled bus cancellations and school closures due to uncontrollable circumstances, such as severe weather conditions and related road conditions, **the Bus Service Cancellations and/or School Closure** policy will be in effect in accordance with liability- and safety-based decisions made primarily by the Peel District School Board (Brampton) with consideration given to decisions of adjacent boards (i.e., Dufferin Peel Catholic District School Board; Upper Grand District School Board) within whose boundaries we offer bus services (i.e., Orangeville/Caledon North):

1) The school remains open but morning buses are cancelled

- a) The bus service cancellation decision (for one, any, or all routes) will be made by 6:30am and announced by 6:45am as follows:
 - i) BCS website (www.bramptoncs.org), and
 - ii) radio stations CFTR AM, CHFI FM, CHUM AM, CFRB AM, and
 - iii) television station CITY TV.
- b) Afternoon buses may be cancelled
- c) Normal operations will resume the next school day unless otherwise posted.

NOTE:

- Cancellation calls will NOT be made by the Bussing Coordinator and/or Bus Drivers.
- Students will not be recorded as “absent” on school attendance records. Rather, students will be marked “excused” if parents/guardians choose to allow the student to remain home or “present” (but not “late”) if the student attends later when travel conditions permit.
- Given the possibility of significantly decreased student attendance:
 - course deadlines and assessments will be automatically postponed to the next scheduled class,
 - new material may not be covered,
 - classes may be reorganized by administration, and
 - student activities may be adapted at the discretion of the teacher.
- If weather and/or road conditions improve significantly, bus service may be restored for scheduled trips.

2) The school opens, but an unscheduled early closure occurs:

- a) In an emergency situation, an immediate school closure may occur due to uncontrollable circumstances;
- b) In situations such as a forecasted deterioration of weather and/or road conditions, then an unscheduled early school closure decision will be up to 2-3 hours prior to early dismissal in an attempt to give parents time to arrange pick-up of students. Please note the following:
 - i) Bus service will not be provided in such cases due to safety;
 - ii) Before and After School Program for pre-registered / regular students will not be provided in such cases, due to the unpredictability of presenting circumstances.

3) The school closes:

a) As in the case of bus cancellations, a school closure decision will be in effect in accordance with liability and safety based decisions made primarily by the Peel District School Board, and no student supervision will be available. The school closure decision will be made by 6:30am and announced by 6:45am as follows:

- i) BCS website (www.bramptoncs.org), and
- ii) radio stations CFTR AM, CHFI FM, CHUM AM, CFRB AM, and
- iii) television station CITY TV.

b) Normal operations will resume the next school day unless otherwise posted.

NOTE:

- Cancellation calls will NOT be made by BCS staff

Daily Timetable

8:50-8:55	Entry to School Washroom/Lockers
8:55-9:00	Devotions
9:00-10:00	Period 1
10:00-11:00	Period 2
11:00-12:00	Period 3
12:00-12:55	LUNCH (Junior High)
12:00-12:30	LUNCH (Senior High)
12:55-1:30	Period 4 (Junior High)
12:30-1:30	Period 4 (Senior High)
1:30-2:30	Period 5
2:30-3:30	Period 6
3:30	Dismissal
3:40	Bus Departure

Summary

This handbook contains procedures, suggestions and ideas which are specifically designed to assist you in your daily life at school.

You are expected to be aware of the contents of the handbook and to follow the guidelines established. If you become involved in a situation not covered in the handbook, consult a teacher, or your Vice-Principal.

You will find that time passes rapidly. Make profitable use of every available moment and you will help to ensure a successful year. May God richly bless you during this school year!