



Purpose Independent Secondary School

Student Handbook

40 Begbie Street
New Westminster, BC
V3M 3L9

Fax: 604-526-6546

Direct Line & Voice mail:
604-528-6014

or

604-526-2522

Email: purpose_school@telus.net

Purpose Secondary School is an independent school which exists to serve those students who, for a variety of reasons, are unable to succeed in the traditional school system. This requires that school staff work to fit student needs where possible and appropriate, not necessarily bend students to fit the school.

The school staff recognizes that individuals learn in different ways and at different rates; and that they come with varied needs, expectations, abilities and knowledge.

GENERAL INFORMATION

School Day

The school year is broken into four terms. Students take two subjects at a time completing these subjects within an 8-9 week period. One subject is taken in the morning and one in the afternoon.

School begins at 9:00 a.m. Each class is three hours long. There is a ten minute break mid-morning and again in mid-afternoon. Lunch is a 30 minute break from 12:00 to 12:30. The school day ends at 3:30 p.m.

Student Fees

Purpose Secondary is an independent secondary school which does not charge a monthly tuition

A one-time, refundable book deposit of \$100.00 is required. This deposit is refundable at the end of the school year provided all texts and course materials are returned in good condition.

Should the above fees present a hardship for students or their families, we will be happy to discuss alternative means of meeting these financial obligations.

Students whose parents are not residents of British Columbia will pay a term fee of \$1200.00 in addition to the book deposit.

Students who are not fundable due to Ministry of Education restrictions shall pay a fee of \$500.00 per course in addition to the book deposit.

Lockers

Lockers are available to students on a first-come first-served basis. Only school locks may be used. Combination locks are available from the school office.

Locks should be returned at the end of the school year.

Parking

The school does not have on-site parking for students. There is on-street metered parking and a number of pay parking lots close by. The city will tow cars that accumulate unpaid parking tickets. Because of the parking situation, students are encouraged to use transit. Go-Cards are available upon request.

Pictures for Go-cards are taken at the school only in September/October of the school year. Students entering the school at a later point in the year will be provided with the appropriate form and address to have Go Card pictures taken.

Grading & Reporting

We believe that "if it's worth doing, it's worth doing well." Over the years we have seen that students achieve best when they show up regularly and maintain a positive attitude towards learning. These are two life skills that each student needs to work at. At Purpose you can expect to earn your marks on your own merit; you will not be passed because we feel sorry for you or because of your age.

Student marks are based on assessments throughout each course. Assessments may

take the form of written or oral tests, portfolios of student work, reports and/or class presentations.

A brief student progress report (interim report) is written half way through each term with a more thorough evaluation produced at the end of the term. Parent/teacher interviews are set for the dates that interim reports are distributed. Please see the school calendar for dates.

Final reports for each term are given to students approximately two weeks after the term ends. Final reports for the year are mailed out in July.

Course Credit & Student Records

The Purpose Secondary School is a fully-accredited independent school in New Westminster. Students receive full academic credit towards grade 12 graduation (The B.C. Dogwood Diploma). Copies of transcripts can be obtained by calling the school office at 604-528-6014.

Provincial Examinations

All students enrolled in the regular graduation program write provincial examinations in applicable courses. The Provincial Exam mark is worth 20% of the final grade for grade 10 and 11 courses, and 40% of the final grade for grade 12 courses.

Examination results are available on the internet (<http://www.bced.gov.bc.ca/exams/>) approximately 1 month after the exam is written. Appeals against the Provincial portion are to be directed in writing to the Ministry of Education.

Students write provincial exams in English 10, Science 10, Mathematics 10, Social Studies 11, English 12 and Biology 12.

Only the provincially examinable 12 marks will show on the transcript, while the provincial exam marks for grade ten and eleven courses will be blended into the school percentage and shown on report cards only.

Graduation

Graduation has always been meaningful for Purpose students and staff. The graduating class will work together with school staff to plan the ceremonies and other activities related to graduation. Fund-raising participation is expected of all graduates to ensure an affordable event.

STUDENT SERVICES

Health Services

The Purpose Society, in conjunction with the Simon Fraser Health Region, offers a free (no BC Medical required) clinic on Tuesday and Thursday afternoons in the lower level of the Agency's administration building at 40 Begbie Street, New Westminster. Staffed by a doctor and a public health nurse from the Simon Fraser Health Region, this free and confidential service is offered to youth under 21 years of age.

Information regarding STD's, birth control and drop-in health clinics is also available from school support staff.

Basic first aid supplies may be obtained from the school office.

Counselling Services

School support staff can offer assistance in:

1. Providing support in crisis situations & contacting community agencies (public health, family planning, Social Services, etc.) when appropriate;
2. Providing information on vocational and career planning;
3. Providing information on post-secondary education (colleges, universities, technical schools, etc.);
4. Providing information about the school and its functioning;
5. Program and course selection
6. Solving academic difficulties and arranging for tutorial assistance.

School Lunch Program- Student Food Cupboard

Purpose is very fortunate to have a subsidized lunch program.

The hot lunch program is provided at \$4.00/day, four days per week. Lunches can be prepaid by the term or month, or paid in cash each day. There is a meal (with a vegetarian option) Monday through Thursday. Students who wish to eat but can't afford to pay may work off the price of lunch by making prior arrangements with school staff.

In order to assist those students who may run out of food at home, we also have a student food cupboard. We ask that students/families support the food cupboard by donating non-perishable food items when they are able to.

Daycare

Parenting students at Purpose have access to subsidized daycare at Ready, Set, Grow Daycare located two blocks away on Royal Avenue. There are groups, activities and outings for young parents year-round.

DAY TO DAY GUIDELINES

Attendance

Being responsible and accountable for your time is a life skill transferable to the work place. Regular attendance in accordance with a student's school schedule is the expectation when attending Purpose Independent Secondary School. Attendance is monitored daily. Since courses are offered on an intensive, short-term basis, missing one day of class is equal to missing two days of class in a semester system.

Generally, a phone call home occurs when a student is absent. As an independent school, **notes must be provided to the school** for all absences; they are retained until the end of the school year for auditing purposes. Notes may be handwritten or emailed from the parents' email address. Repeated absences excused or not, may mean that the student will be dropped from a course. Students need to treat attendance at Purpose as they would at a job.

Students are also expected to be on time. Repeated tardiness will result in appropriate action as laid out by the teacher on the first day of class. Students may be asked to make up lost time - as arranged with the teacher.

Homework

Generally, students should be able to accomplish most of their course work during class time. However, students completing research assignments or taking grade 11 and 12 courses should plan on putting in non-school study time.

Activity Participation

Students are expected to participate in all activities related to their course work. Course activities may include cooperative learning (working in small groups), class presentations, field trips, or library research. A generic permission form must be completed at registration for students to participate in class-based field trips.

Phone Use

The school office phone is for staff use only. A pay phone is provided for students in the recreation area. Phone calls are to be made **during breaks only**, not during class time.

Parental Permission

All students under 19 who participate in extra-curricular (non-course) activities are required to have written parental/guardian permission. Permission forms outlining the details of each outing will be available in the school office for interested students. Parents are invited to contact the school should concerns arise.

A generic permission form for all class-based activities must be completed at the time of registration for all students under 19, and kept on file in the school office.

No student will be excluded from participating in an activity due to financial hardship. However, students who require assistance must be prepared to work off the cost of the activity by doing chores around the school **prior** to the event taking place.

Supplies

Students must supply their own binders, loose leaf paper, pens, pencils, pencil crayons or felt pens, white out, etc. A calculator and geometry set are recommended for math and science. .

Right to Appeal

Any decision of the school that significantly affects the education, health and safety of a student may be appealed.

The parent of a student and/or the student is encouraged to first discuss the matter with school staff.

Failing a reasonable resolution of the matter, the parent and/or student may consult the School Principal. Failing a satisfactory resolution at this level, the parent and/or student may consult with the Executive Director of the Society or write a letter of request to the Society's Board of Directors.

Student Code of Conduct

Purpose Secondary School

In conjunction with the Ministry of Education's Provincial Standards for Codes of Conduct, Purpose Secondary School has developed a Code of Conduct to ensure a Safe and Caring School.

1. **Respect:** For the school, for personal property, and for each other regardless of race, religion, gender, age, or sexual orientation. All violations will be dealt with including suspension and criminal charges. Individuals are required to be responsible for their words, deeds, and actions.
2. **No Discrimination, Violence, or Harassment:** Purpose Secondary is a community that is free of any actions that make any individual unsafe or uncomfortable. Behaviour includes within the school, community and social media outlets. Infractions may result in suspension, criminal charges, and removal from the school.
3. **No Drugs or Alcohol:** Possession and or use of drugs or alcohol are illegal; infractions may result in suspension, criminal charges, and removal from the school.
4. **Attendance:** Students are required to attend classes regularly to keep their place in class. Each class is 3 hours in length, students must attend that full session unless approval has been obtained or absence has been confirmed by parent/ guardian.
5. **Lates:** Students are required to attend on time. Students arriving 30 minutes or later after the session start time must wait until after break to enter the class. Students who are continually late may be required to make up time on Fridays.
6. **Electronic Device Use:** Cell phones and gaming devices are not permitted during school time. Listening to music will be privilege based and will be allowed for productive workers. Listening to music is never allowed during lessons or lectures and you must first ask permission of your classroom teacher. Absolutely no gaming allowed at school.
7. **Computer Use:** School computers are only to be used for school or education related activities. School computers are not permitted for social networking or gaming.
8. **Dress Code:** Students are required to dress in a manner that is respectful of others. Dress is to be discreet and appropriate for school, clothing for the beach and for parties is not appropriate. Students attending school with inappropriate clothing will be asked to cover up, pull up (pants), or leave until appropriate dress is worn.

COURSE SELECTION

Students who have not completed grade 10 English, Mathematics, Social Studies, Science, Art, Foods, Physical Education and Planning are required to take these courses first. Exceptions **may** be made for older students, who may complete only English, Math, and Social Studies at the grade 10 level if they plan on graduating on the Adult program.

Since Purpose is a relatively small school, many electives available in larger schools cannot be offered. Students may wish to take additional electives through correspondence or on-line programs at their own expense.

GRADUATION PROGRAM

(Requirements established in 2004)

80 credits over Grades 10, 11, and 12

48 required credits:

English 10 (4 credits)
English 11 (4 credits)
English 12 (4 credits)
Social Studies 10 (4 credits)
Social Studies 11 (4 credits)
Science 10 (4 credits)
Earth Science, Biology, or Chemistry 11 (4 credits)
Mathematics 10 (4 credits)
Mathematics 11 (4 credits)
Physical Education 10 (4 credits)
Fine Arts or Applied Skills 10, 11 or 12 (4 credits)
Planning 10 (4 credits)

Students must also:

- Earn 4 Graduation Transitions credits
- Complete a minimum of 28 elective credits

An unlimited number of credits from board or independent school authority-authorized or post-secondary electives may count toward graduation.

A minimum of 16 credits from either ministry or board authority-authorized or post-secondary courses are required at the grade 12 level.

Five Provincial Exams in Grades 10 – 12 are required for graduation, including English 12.

Purpose Secondary School Staff Contact List

604-528-6014 - Purpose has voice mail for students/parents to leave messages for teachers or staff. The outgoing message on the voice mailbox will also have current information on upcoming activities, parent/teacher nights, etc. This number will be checked regularly throughout the day, Monday through Friday - when school is in session.

Communication may also be sent by email: **purpose_school@telus.net**

To contact any of the staff below, call: **604-528-6014** or **604-526-2522**

- **Phill Esau:** Principal **604-526-2522**
- **Jacque Robertson:** School Counselor
 - student support and counseling
 - special needs support
 - grad transitions
- **Jessica Jimmo:** Student Services
 - new student registrations
 - attendance
 - student records
 - general school information
 - student support

Teaching Staff:

- **Dave Drummond**
- **Tom Harder**
- **James Forliti**
- **Heather Hancock**
- **Kelly Job**
- **Randy Minchinton**

Other support services available through The Lower Mainland Purpose Society:

Note: As students of the Purpose Secondary School, students and/or their families have access to additional services offered by The Lower Mainland Purpose Society.

- **Programs for Families** (604-526-2522)
 - family or individual counseling
 - parenting workshops (call 604-526-2522 for workshop information)

- **Youth Outreach Services**

- Burnaby Youth Hub (604-569-0951)
- Queer the Way: support group for queer youth (at the Burnaby Youth Hub)
- Youth and Family Development workers
- Agape House: residence for young men moving towards independent living

- **Health Services**

- Youth Source

Drop in youth resource center offering information, referral services, a Mental Health worker, alcohol and drug support services, and youth workers and an emergency food cupboard.

Tuesdays 2:00 – 6:00 p.m.

Thursdays 3:00 – 7:30 p.m.

Youth Clinic: free walk-in clinic, no B.C. Medical necessary

Tuesdays: 2:30 - 6:00 p.m.

Thursdays: 3:30 - 7:30 p.m.

- H.I.V./A.I.D.S. education and support services (604-526-2522)

- **Programs for Young Parents**

- Ready, Set, Grow Daycare (604-526-9788 for more information)
(Located in New Westminster, this program is for any parenting student who is attending a New Westminster educational program; students must be eligible for subsidy.)