

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 two and one-half hours long. There is a fifteen minute break mid-morning and again in mid-afternoon. Lunch is a 45 minute break from 11: 45 to 12:30. The school day ends at 3:15 p.m.

Student Fees

Purpose Secondary is an independent secondary school which does not charge a monthly tuition. However, we do ask that prospective students pay a registration fee of \$200. The registration fee is refundable only if the student does not start school.

The student registration fee covers the “extras” necessary to deliver courses; there are no additional charges for class-related field trips or for classes such as Art or Foods.

A one-time, refundable book deposit of \$100.00 is also required. This deposit is refunded 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 registration fee and book deposit.

Students who are not fundable due to age restrictions shall pay a fee of \$500.00 per course in addition to the registration fee and 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. Assessment 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. Generally there is a meal four days per week, with leftovers being served at no charge on Fridays. 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 - behind John Robson Elementary School. Support staff at the daycare also provide support groups, activities and outings for young parents year-round.

DAY TO DAY GUIDELINES

Attendance

Being responsible and accountable for your time is a lifeskill 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 with good attendance

are given priority during timetabling for the next term. 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.

Community Behaviour

Purpose is located in the heart of the downtown business district. It is important for everyone in the school to be sensitive to our profile in the community. Students are asked to use good judgement when in the neighbouring area. Fighting, drug use, or other unseemly behavior in the area around the school will not be tolerated.

Drug Use

If students come to class smelling of drugs or looking "stoned", they will be confronted and sent home. A telephone call home will be made to advise parents.

To maintain their place in the school after the first drug incident, students will not be allowed to leave the school premises during breaks for the following school week. This means that the offending student must stay in the school building during the entire school day unless accompanied by a school staff.

If during the school year a student is confronted regarding drug use for a second time, they will again be sent home, parents will be called, and the student will return to one month of being restricted to indoors. In addition, the student will be required to seek out drug and alcohol counselling as a condition of attendance.

Should the student be involved in a third drug use incident or fail to abide by the above guidelines, the result will be suspension for the term.

The dealing of drugs will result in the permanent expulsion of a student.

In addition, talk about drug use in or around the school will not be tolerated.

Violence and Intimidation

Students are expected to treat each other with respect and dignity. The school has adopted a "zero tolerance" policy towards violence and intimidation. This also applies to altercations between students during non-school time (e.g. evenings and weekends).

If a student is apprehensive about returning to school due to any altercation with

another student, during school or otherwise, it then becomes the business of school staff. It is the responsibility of school staff to maintain a physically and emotionally safe place for students to learn.

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.

Pagers and cellular phones are not appropriate to the classroom. If they are seen or heard in the building (at any time during the school day), they will be confiscated for the day. They may be used outside during breaks only.

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. Basic school supplies are available from the school office at a reasonable cost.

Use of Internet/On-line Resources

In order to optimize educational opportunities for students and staff, Purpose staff believe that the development of on-line information resources is essential. We recognize that on-line information services provide students and staff with opportunities to meet learning outcomes and to obtain/transfer relevant information for both educational and administrative purposes.

In the course of providing this service to staff and students we want to encourage responsible and ethical use of technology. The school's technology is intended only for educational purposes and for the business and administrative functions that support the school's operations.

Students are responsible for good behaviour on school computers just as they are in a classroom or a school hallway. Internet access is provided for students to conduct research. Students are not permitted to check email accounts, download music or games, or to enter chat rooms. Furthermore, students are not allowed to change the settings on any computers in the school.

Individual users of school computers are responsible for their behaviour and communication on those computers. However, school staff may review files and communications to maintain system

integrity and to insure that users are using school computers responsibly. Students should not expect that their files stored on school computers would always be private. Within reason, freedom of speech and access to information will be honored. However, the following will not be permitted:

- sending or displaying offensive messages or pictures
- using obscene language
- harassing, insulting or attacking others
- damaging computers, computer systems or computer networks
- violating copyright laws
- using another's password or login name
- trespassing in another's folders or work files
- intentionally wasting limited resources
- employing school computers for personal (commercial) benefit
- sharing passwords with others
- participation in pyramid or chain mail

Students who do not respect that above guidelines, risk losing the privilege of

computer use and/or further disciplinary action.

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 are 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.

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

1995 Requirements	2004 Requirements
52 credits over Grades 11 and 12	80 credits over Grades 10, 11, and 12
28 credits of Foundation Studies: English 11 (4 Credits) English 12 (4 credits) Social Studies 11 (4 credits) Mathematics 11 (4 credits) Earth Science, Biology, or Chemistry 11 or 12 (4 credits) Fine Arts 11 (2 credits) Applied Skills 11 (2 credits) CAPP 11 (2 credits) CAPP 12 (2 credits)	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)
<ul style="list-style-type: none"> • Students must also complete a minimum of 24 Selected Studies credits. • No more than eight credits from locally developed Selected Studies may count towards graduation. • A minimum of 16 credits from ministry-authorized courses are required at the Grade 12 level. 	Students must also: <ul style="list-style-type: none"> • 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 Graduation Program 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**
- **Carole Moon:** Student Services
 - attendance
 - student records
 - student fees
 - new student registration
 - general school information
- **Mike Musgrove:** School Counselor
 - student support and counseling
 - drug & alcohol counseling
 - Graduation Transitions, Foods 12 instructor

Teaching Staff:

- **Ramona Cruickshank**
- **Dave Drummond**
- **James Forliti**
- **Heather Hancock**
- **Tom Harder**
- **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
 - parent/teen mediation
 - support to new immigrant youth
 - support to the multicultural community in Burnaby and New West

- parenting workshops (call 604-526-2522 for workshop information)
- First Nations Outreach (for parents with children 0 – 6 years of age)

- **Youth Outreach Services**

- Edmonds Youth & Family Resource Centre (604-522-2327)
- Youth and Family Development workers
(call 604-526-2522 for individual worker cellular phone numbers)

- **Health Services**

- Youth Source: (604-329-1875)
Drop in youth resource centre offering information, referral services, a Mental Health worker, alcohol and drug support services, youth workers and an emergency food cupboard.
Tuesdays and Thursdays, 2:00 – 8:00 p.m.
Youth Clinic: free walk-in clinic, no B.C. Medical necessary
Tuesdays: 2:30 - 6:00 p.m.
Thursdays: 4:00 - 8:00 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 Westminister, this program is for any parenting student who is attending a New Westminister educational program; students must be eligible for subsidy.)