

**NANAIMO DISTRICT SECONDARY SCHOOL  
STUDENT HANDBOOK  
2019-2020**



***Mr. G. Steel Principal***  
***Ms. R. Bartlett – Vice-Principal***  
***Mr. S. Shahi – Vice-Principal***

355 Wakesiah Avenue  
Nanaimo, BC V9R 3K5  
Phone: (250) 740-2000  
Fax: (250) 740-2020

## **VISION**

LEARNING WITH PURPOSE  
STRIVING FOR EXCELLENCE  
GROWING THROUGH COMMUNITY



## **MISSION**

At NDSS, our mission is to inspire all to  
be curious,  
have confidence,  
use imagination, and  
persevere in their learning journey.

# BELL SCHEDULE / FRIDAY BLOCK ROTATIONS

**2019-2020**

MONDAY (Early Dismissal) **PLC**	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY (Early Dismissal) Blocks Rotate Weekly
<b>A</b> 8:30-9:40	<b>C</b> 8:30- 9:54	<b>B</b> 8:30 - 9:54	<b>D</b> 8:30- 9:54	<b>Period 1</b> 8:30 - 9:40
<b>B</b> 9:45-10:55	<b>D</b> 9:59-11:23	<b>A</b> 9:59 - 11:23	<b>C</b> 9:59-11:23	<b>Period 2</b> 9:45-10:55
<b>LUNCH BREAK (Tues. Wed. Thurs. 11:23 – 12:02) (Monday and Friday 10:55 – 11:15)</b>				
<b>C</b> 11:20-12:30	<b>A</b> 12:07-1:31	<b>D</b> 12:07 - 1:31	<b>B</b> 12:07-1:31	<b>Period 3</b> 11:20 -12:30
<b>D</b> 12:35- 1:46	<b>B</b> 1:36- 3:00	<b>C</b> 1:36 - 3:00	<b>A</b> 1:36- 3:00	<b>Period 4</b> 12:35- 1:46

## Friday Rotation Semester 1

<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>
6 ABCD	4 ABCD	1 BADC	6 DCBA	10 BADC
13 CDAB	18 CDAB	8 DCBA	13 ABCD	17 DCBA
20 BADC		15 ABCD	20 CDAB	24 ABCD
27 DCBA		22 CDAB		31 CDAB
		29 BADC		

## Friday Rotation Semester 2

<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
7 BADC	6 BADC	3 ABCD	1 DCBA	5 DCBA
14 DCBA	13 DCBA	17 CDAB	8 ABCD	12 ABCD
21 ABCD		24 BADC	15 CDAB	19 CDAB
28 CDAB			22 BADC	

# WELCOME TO NDSS!



Built on the traditional territory of the Snuneymuxw people, Nanaimo District Secondary School was established in 1952 and was originally built as a Senior Secondary for Grade 11 and 12 students. NDSS now serves Grade 8 through 12 and is home to a variety of unique programs including French Immersion, Sports Academies and Francophone programs. At NDSS we honour the past as we build for the future.

**Communications: please check the NDSS Webpage, our monthly Newsletters and Follow us on Twitter @NDSSIslanders for news updates.**



## GENERAL INFORMATION

### Cafeterias and Eating Areas

NDSS has two cafeterias with a capacity for approximately 350 students. Lunches may be eaten in the cafeteria, in the hallways of the main building, and outdoors on the NDSS campus. At all times, students are responsible for cleaning up after themselves using the garbage, recycling and green bins located throughout the building. Keeping our building clean is in everyone's best interest.

Our cafeteria program provides lunch items for a reasonable price available in the cafeteria during lunch time. Please see the menu near the cafeteria for each day's yummy options!

### Lockers



Part of your high school experience is having a locker for all of your items. Storing your belongings in your locker is usually a safe thing to do. To add to this security, please do not share your locker combination with anyone – even your friends! An assigned locker is available to each student after the parent has signed the locker agreement. Standard NDSS locks are available at the school at a cost of \$6.00. The lockers remain the property of the school and are for storage use only. The school assumes no responsibility for theft from lockers and students are advised not to store valuable articles in their lockers or in gym lockers. Students may not change or transfer lockers without the permission of administration. Only standard NDSS locks may be used. Students are responsible for lost locks and for any damage done to their lockers.

The school administration and/or School Liaison Officer reserve the right to enter a student's locker at any time, as required. There is no reasonable expectation of privacy in regards to locker searches for alcohol, controlled substances (narcotics), weapons or other contraband. **All students must complete, and return, a locker agreement form before being issued a locker at NDSS.**

**Please note the lockers in the gym change rooms are for block use only. What this means is you must remove your possessions and your lock at the end of each period. Locks left on PE lockers are subject to removal.**

***Do not share your locker combination with anyone!***

### **Lost and Found**

Lost and Found items are handled through the office. The school does not accept any responsibility for lost or stolen items. Please check in at the office if you have lost something, the sooner the better!



### **Learning Resources**

There are many types of learning resources used in our school. Books, novels and supplies must be cared for and returned. These resources are bar coded and are distributed through the library learning commons. Please look after all of your resources so you can return them in the same condition that you received them in.

***Students will be issued with a bill for lost items. The book is always preferred over a cheque!***

## **Valuables and Theft**

Students are urged not to bring large sums of money or other valuables to school. If this is unavoidable, valuables may be left at the office for safekeeping. The school does not accept responsibility for stolen items. Currently, the most stolen items would be cell phones. Students should not leave these types of items unattended (on desks, unlocked gym lockers etc.) Leaving items in the gym change room is our number one area where things go missing!

## **Bicycles**

Bicycle racks are provided outside the school main entrance and in the rear of the building near the library entrance. Please ensure that you use a lock and attach the bike securely to the rack. There is no inside storage available for bicycles. The school assumes no responsibility for theft or damage of bicycles. Students should dismount as they enter the school campus and walk their bikes to the rack.

## **Skateboards and Longboards**

Skateboards and Longboards are not to be used on NDSS school property for safety reasons. Students bringing these items to school need to pack them and place them inside their lockers. Boarding should not occur in the NDSS and Nanaimo Aquatic Centre parking lots and not on the NAC property. Wheels should always be up in the school and never used on flooring within the building.

## **Health Services**

Parents must communicate in September, any special medical situations or health concerns about students to the school. All emergencies and injuries should be immediately reported to a teacher or to the office. The First Aid Room is located in the office.



Grade 9 immunizations are carried out at the school each year by Public Health Nurses.

## **Wellness Centre**

A public health nurse and doctor are accessible at the Youth Wellness Centre located in the Nanaimo Aquatic Centre. NDSS students are welcome to drop in to this clinic, and can make appointments in the NDSS Counselling center. Doctors and Nurses are available Tuesdays and Thursdays.

***NDSS does not dispense medication.***

## **School Buses**



The School Board provides bus transportation for those students in the NDSS attendance area who live 5 or more kilometers from the school. Currently NDSS has a Jingle Pot and Gabriola bus run. Appropriate behaviour is required from all students while riding school buses and bus privileges may be suspended or removed if appropriate behaviour does not occur. Students must apply for a Z Pass which is issued by the district. The responsibility for the Z pass rests on the student, and these should be safe-guarded and not lent out.

## **Field Trips**

Field trips can be an important part of school life. They are organized and supervised according to School District policy. School regulations are to be observed at all times while students are away from the school on any school sponsored event.

Students are responsible for the following procedures:

- contact teachers of all classes that will be missed
- secure their acknowledgement on the appropriate forms
- complete all class work missed
- parental permission

## **Student Photographs**

Student photographs will be taken in September and retakes are generally in October. All students are expected to have their pictures taken for student cards and the yearbook. Those students wishing to purchase optional colour packages may do so at an additional cost. Grad photo information will be communicated to the Grade Twelves.

## **ACADEMIC INFORMATION**

At NDSS we want all of our students to attend to their learning and to excel academically. This typically takes solid attendance and effort!

## **SEMESTER SYSTEM**

The year is divided into two semesters. Semester 1 extends from September to the end of January and Semester 2 covers the period from February to June. Most courses are one semester in length, allowing students to start four courses in September and to complete them in January, and then start four more in February, which are completed by the end of June.

## **GRADUATION REQUIREMENTS**

In order to meet graduation requirements and be awarded a British Columbia Certificate of Graduation (Dogwood Diploma), students must earn a minimum of 80 credits and write the Graduation Numeracy (GNA) and Graduation Literacy (GLA) Assessments. The 80 credits must include 52 credits for required courses (including 8 credits of Career Education courses) and a minimum of 28 elective credits.

## **PROVINCIAL GRADUATION ASSESSMENTS**

Prior to graduation, all students must write and show proficiency on a provincial Graduation Numeracy Assessment (GNA) and a provincial Graduation Literacy Assessment (GLA). The first administration of the Graduation Literacy Assessment was in 2019/20.

\*All grade eleven students at NDSS will write the Numeracy and Literacy Assessments each year. Students have the option of re-writing these assessments for a total of three attempts. Students will be scheduled into assessment sessions in January and June of each year.

**Communication of Academic Progress**

Student progress is formally reported through report cards (in November, February, April and June) and interim reports (in November and April), as well as through Ongoing Communication of Student Learning (OCSL), student led conferences and celebrations of learning.

***Please Note: Report cards are distributed electronically across the district.***

**Grade 8-9: The following feedback is provided for students in grade 8/9 to determine the level of understanding on the core competencies in each subject area. This scale is not intended to reflect student behaviours.**

<b>EMERGING</b>	<b>DEVELOPING</b>	<b>PROFICIENT</b>	<b>EXTENDING</b>
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**Grade 8 – 9 Student Promotion**

Typically Grade 8-9 Students are promoted with their peers, as long as they are demonstrating their learning on the competency scale above. If a student has not demonstrated at least an emerging understanding of the course competencies, this will require a School Based Team determination on the best programming option for the subsequent year.

Please Note: The competency scale reflects student achievement in relation to widely held grade level expectations. If a student is

working on curricular learning standards below grade level, the competency scale on the written report will be left blank and the comments will clearly indicate why and next steps for learning. Our Grade 8-9 students are instructed and assessed within the Ministry of Education’s K-9 Curriculum.

**Grade 10-12: The following letter grade equivalencies are used to report on student academic achievement:**

Term Reports (November – April)	Final Reports (January – June)
<b>A</b> Excellent Achievement	<b>A</b> 86% - 100%
<b>B</b> Very Good Achievement	<b>B</b> 73% - 85%
<b>C+</b> Good Achievement	<b>C+</b> 67% - 72%
<b>C</b> Satisfactory Achievement	<b>C</b> 60% - 66%
<b>C-</b> Less than Satisfactory	<b>C-</b> 50% - 59%
<b>F</b> Unsatisfactory Achievement	<b>F</b> 0% - 49%
<b>I</b> In Progress – indicates that additional learning objectives must be met to satisfy minimum course requirements.	
An “ <b>I</b> ” must be issued before an “ <b>F</b> ” is assigned.	

The use of an ‘I’ or In Progress on an interim report or a report card can indicate that there is evidence lacking making it impossible to determine a letter grade. When an ‘I’ is used, a plan will be provided which will indicate what evidence is missing, and when the required work is to be completed.

**Grade 10-12 Student Promotion**

Grade 10-12 - Students are promoted by course, not by grade. The minimum passing mark required is 50% for Grade 10-12. Students must repeat a core course in which they receive a failing grade, or complete the missing learning outcomes before proceeding to the subsequent course. Students should consult the school's Course Calendar, available in the Counselling Area, for specific course entry requirements.



## **Study Blocks and DL Support Blocks**

All students are required to maintain a full timetable. It is recommended that Grade 12 students carry a full time table to take advantage of the free education that they are receiving. Often Grade 12's do not know their particular career path and may regret not taking certain courses in the near future. Grade 12 students may apply to have a study block through the counselling and administrative staff. The conditions upon which a student may be issued a study block are that:

1. The student is in a position to graduate (meaning that Capstone and Career Explorations are complete).
2. The student reports to the Library Learning Commons or to Room 254 Learning Lab, or sign out of the building.
3. Students are to come prepared to work during their study block. The main justification for having a study block is that the student has a large workload, so the time is to be used to support students with that workload.

## **Student Recognition**

Grade 10-12 Students who have distinguished themselves in academics, citizenship, and leadership, cultural and athletic activities are recognized in year-end assemblies. Grade ten and eleven students are recognized in June of each year with assemblies during the school day. Grade twelves are recognized in June during a special evening ceremony that includes scholarship and bursary distribution.

## **Grade 12 Scholarships and Awards**

Grade 12 students have opportunities to apply for numerous school and district scholarships and bursaries. The Nanaimo Ladysmith Schools Foundation coordinates these applications and a committee makes the final decisions. Information is available in the counseling area.

## GET INVOLVED AT NDSS!



### **CONNECTIVITY AND EXTRA CURRICULARS**

At NDSS we have a large variety of extra-curricular opportunities.

- Athletics is a key component to the culture of NDSS! Sporting opportunities include basketball, volleyball, lacrosse, golf, badminton, football, rugby, track and field, cross country running, and swimming. These activities are available for all grade levels for boys and girls.
- Student Leadership – NDSS has a variety of student leadership opportunities from Student Council, to Grad Council and Empathy NDSS. We have a variety of great opportunities for students that want to help provide leadership in our school.

### **Student-Athlete Code of Conduct**



NDSS is very proud of both the accomplishments and the reputation of our athletics program. Student athletes must remember that their participation in school sport is a privilege, not a right. To ensure continuation of the program's high level of success, this policy has been developed and applies to all students participating on NDSS school teams.

### **School First!**

Student athletes are expected to be in good standing with the school staff and administration, and academic achievement should be the priority for student athletes. This includes the following characteristics:

- **Attendance** – student athletes are in good standing with their classroom teachers regarding attendance. Having unexcused absences would jeopardize this good standing and could then result in a player being removed from a team.

*\*Leaving class, earlier than directed by a coach, on game day would negate the athlete from participating in that day's game, and further consequences at the coach's discretion.*

- **Work Habits** – Student athletes display solid work habits within their classes. Having unsatisfactory work habits would jeopardize this good standing and could then result in a player being removed from a team.

## **SCHOOL SERVICES**

- All student timetables are based on course preference and availability not teacher preference.
- All NDSS Grades 8-11 students are required to be enrolled in eight courses.
- Grade eight and nine student timetables should not need to be adjusted after the school year has begun.
- Grade 10-12 Students will have until the end of September to make changes to their fall student timetables.
- Requests for changes to fall student timetables after the end of September will be considered on an individual needs basis.

## **NDSS Library Learning Commons**

The NDSS Library Learning Commons is a place to learn, collaborate and create. We provide a full class set of computers, work areas for class and individual use, access to quality, current technological tools

## Aboriginal Education:

### The Aboriginal Learning Centre located in Room 146.

We at NDSS are proud to acknowledge that each and every day we come together to work and learn on the traditional territory of the Snuneymuxw First Nation. Our Aboriginal Education team works in close coordination with all staff at NDSS to help support the district goals for Aboriginal understandings and learning for all students.



It has been said that “What’s good for Aboriginal students is good for all students” and we could not agree more. Hay ch q’a!

## EMERGENCY PROCEDURES



### Fire Alarm:

During class time: Upon hearing the fire alarm, teachers will ask students to line up at the door. Students will be led in single file to their designated area outside of the school until the “all clear” signal is given. Students must stay with their class while evacuated from the building.

Outside of class time: Upon hearing the fire alarm, students are to make their way to either the front evacuation area, or the rear evacuation area (depending on which is closer at the time). Students are to stay in these areas until the “all clear” signal is given.

**Between classes:** If the fire alarm rings between classes, students are to proceed to their previous block’s designated area and seek out their previous block’s teacher.



**Before or After School Hours:** If the fire alarm sounds before or after school hour, students are to quickly vacate the school and make their way to the evacuation zones in front of NDSS or on the back field. Staff that are present will assist students in leaving the building and ensure that students do not reenter the building.

### **Earthquake:**

**Basic Procedure:** Drop, Cover, hold, Count twice, assess your surroundings, and evacuate.

Students inside the school should remain in the building, move away from windows, and take shelter from falling objects. Students must not leave the building (even after the shaking has stopped) unless instructed to do so. Students outside of the building are to move away from the walls and may not enter the building until instructed to do so.

***\*In the event of an earthquake, students are advised not to use their phones as this could tie up communications for emergency services.***

### **Lockdown:**

A lockdown commences when the announcement “**Initiate Lockdown: This is a lockdown: This is a lockdown.**” If it is a lockdown drill, this will be clearly communicated. Students are to turn off their phones and remain silent during the lock down. Students in the hallways are to move to the closest classroom as quickly as possible. Students outside of the building are to report to the Nanaimo Ice Centre.

## NDSS CODE OF CONDUCT



Nanaimo District Secondary School's Code of Conduct **educative, preventative and restorative** in practice and response."

**The 3 R's - Acceptable Student Conduct at NDSS** is behaviour that makes our school a safe, caring, inclusive, and productive learning environment. The 3 R's were developed to encourage the type of student behavior that we would like all Islanders to model!

### 1. **Responsible**

- Accept responsibility, strive to participate, and engage appropriately in your learning.
- Attend classes regularly and consult your teacher in the case of an absence.
- Behave safely; use common sense and conduct yourself in a manner that brings credit to you, your school, and its associated programs.
- Use the internet and technology safely and responsibly.
- Inform an adult if you know of bullying, intimidation, harassment, or violence.

### 2. **Respectful**

- Attend to your learning. The core business of NDSS is education; therefore a student's core business is learning.
- Treat yourself, classmates, staff, parents, and facilities with kindness and respect.
- Respect school and classroom guidelines for behavior and conduct.
- Respect yourself, your property, and the property of others.
- Work well with others at school, at home, and in our community.

### 3. **Ready to Learn**

- Arrive on time expecting to learn, and remain for the duration of the class or activity.

- Bring appropriate learning materials, texts and supplies to class or school activities.
- Complete all assigned work, to prepare for educational growth.
- Seek help for yourself, a friend, a parent, or your family. We have many staff and community supports to help you be a happy, healthy, and successful student at NDSS.

**Inappropriate Conduct is** behaviour that interferes with the personal safety, well-being, or education of the student, of others, or the learning environment while at school, online, or while attending any school function. Unacceptable conduct includes, but is not limited to bullying, harassment, intimidation, discrimination, violence, and illegal acts.

**It is expected that NDSS students will not:**

- Interfere with their own or another student's learning including not attending to learning, engaging, or participating, and / or disturbing the learning environment.
- Involve themselves in bullying, harassment or intimidation of others.
- Use foul language directed toward staff or students around the school.
- Engage in verbal, physical, or online harassment.
- Be a bystander or encourager of others who are in breach of the Code of Conduct.
- Engage in the use or distribution of alcohol or drugs.
- Smoke or Vape on school property.
- Bring and/or brandish weapons to school.
- Participate in violence or threats of violence.
- Vandalize, deface, or harm school property or facilities.
- Engage in retribution against a person who has reported incidents.

- Willfully disobey teachers or other adult school personnel (staff, secretaries, custodians, supervision aides, educational assistants, coaches, or bus drivers).
- Engage in inappropriate on-line behavior or uninvited use of technology including the use of networked school machines and the use of the school's Wi-Fi on personal devices in a manner that interferes with the maintenance of a safe and orderly learning environment

## **Nanaimo Ice Centre and Nanaimo Aquatic Centre**



NDSS has three key neighbours, the Nanaimo Aquatic Centre (NAC), The Nanaimo Ice Centre (NIC) and Vancouver Island University (VIU). Our students are currently accessing these facilities before, during and after school hours.

Though the majority of our students are respectful representatives of our school, concerns over the misbehaviour of some students have made the following parameters at the Nanaimo Aquatic Centre and Nanaimo Ice Centre necessary.

NDSS Students are bound to the NDSS School Code of Conduct, as well as to the Code of Conducts for both the NIC and the NAC. Students represent our school while at these facilities and our expectation is for them to act in a manner that NDSS can be proud of.

### **Nanaimo Ice Centre (NIC)**

***\*The Nanaimo Ice Centre is a community recreation facility that is not configured to supervise our students.***

**NDSS Students with Access:** The NIC is to be accessed only by students that are participating in the NDSS Hockey Academy, or a supervised Physical Education Class.

**NDSS Students Without Access** - Students in Grade 8 – 12 should **not** be at the Ice Centre during school time. This is a community recreation center and is not staffed to supervise students from NDSS.

### **Nanaimo Aquatic Centre (NAC)**

***\*The Nanaimo Aquatic Centre is a community recreation facility that is not configured to supervise our students.***

#### **NDSS Students with Access:**

- **Before School** – Students may access the NAC before school hours.
- **During Class time** – Only Grade 12 students with a study block should be at the NAC during class time.
- **Lunchtime** – Students may access the NAC during lunch hours.
- **After School** – Students may access the NAC after school hours.

**NDSS Students Without Access** – Students that are in **Grade 8, 9, 10, and 11** should not be in the aquatic center during class time, or between their morning or afternoon classes. Students in Grade 8-11 should only be at the NAC before school, at lunch, and after hours.

Please help us stay in good standing with our neighbours at the NIC and NAC!

### **Attendance**

Attendance and Academic success go hand in hand. Students should make every effort to attend all classes on time each day. Arriving late to class is a disruption to the flow of the lesson and an

interruption for classmates and the teacher. It is an expectation that all students will have good attendance. Parents/guardians should notify the school office for all absences.

### **Leaving the School during the Day**

In the event that it is necessary to leave school before regular dismissal, the student is required to bring a note from a parent or guardian explaining the need for the early departure and stating the time at which the student should leave school. The note should be shown to the teacher(s) of classes that will be missed. At that time any necessary make-up work can be assigned.

**Students leaving early must sign out in the office.** For students who become ill during the day, contact with a parent/guardian or emergency contact is required before the school can release a student.

### **GRADE 8 /9 Students**

Students in Grade 8 and 9 should never be off the school campus during the day. This includes the properties of Nanaimo Ice Centre, Nanaimo Aquatic Centre, Rotary Bowl and Vancouver Island University.

Grade 8 and 9 Students should ***never*** be in the area that is designated for smoking and vaping.

### **BULLYING OR HARASSMENT**

Students at NDSS should always feel that they are in a safe learning environment. If this is not the case, it is important that our students reach out to gain the help they need. Parents, teachers, counsellors, administrators are all trusted adults that can help our students connect to the help that is needed to address the situation. NDSS and all Nanaimo Ladysmith Schools are also connected to Ministry's ERASE Bullying initiative. Please see the links below. If you, or someone you know, is being harassed or bullied, please reach out to a trusted adult or post on the link below.



<https://www2.gov.bc.ca/gov/content/erase/help>

## NDSS DRESS CODE



### **SCHOOL DISTRICT 68 (NANAIMO-LADYSMITH)**

#### **Nanaimo District Secondary School Dress Code**

##### ***Academic Casual***

Students are allowed to wear anything they choose so long as it conforms with the school Code of Conduct requirements for the intended activity and does not promote drugs or alcohol, display offensive images or language, or encourage discrimination.

##### **Visitors**

All visitors are required to report to the office. NDSS welcomes visitors who are here for educationally related purposes or on school related business. Those who visit for other reasons will be asked to leave. **PLEASE DO NOT INVITE YOUR FRIENDS TO VISIT YOU AT NDSS.** Make arrangements to meet them away from school.

##### **Student Parking**

Student parking is located at Serausmen stadium. This parking lot is monitored by the City of Nanaimo and vehicles parking without a parking pass will be subject to towing at owner's expense. All students must apply for a parking pass through the NDSS office and return a form that has been signed by student, parent and school administrator.

##### **Student Driving at NDSS**

NDSS has a very busy shared parking lot with the Nanaimo Aquatic Centre and is located on two very busy roadways with 3<sup>rd</sup> Street and Wakesiah servicing the School, School District, Vancouver Island University and Downtown Nanaimo.

Students need to be driving respectfully and safely at all times when on our campus and nearby roadways. Unsafe drivers will be reported to the RCMP liaison officer, and could have their parking permits removed by NDSS administration.

The driveway behind NDSS has a speed limit of 10km/h

### **Electronic Devices/Cell Phones**

The school accepts no responsibility for the loss or damage of these items.



**Usage:** Each classroom teacher will provide the student with guidelines and expectations for their classroom. These guidelines could range from the students not being able to bring them into the classroom, to the students having to turn them off and put them away, to the students using their devices as part of the lesson. Students must get to know the expectations in each of their classrooms and comply with these expectations.

### **Safe and Clean Schools**

Students are encouraged and expected to develop a positive attitude toward their environment. They can do this by disposing of litter in the garbage bins, which are located in, and around the building. Separate bins are available for recycling paper, compostable garbage and beverage containers. Students who are in a messy area may be directed to pick up the garbage.

### **Smoking and Vaping**

Although NDSS Staff and Administration do not condone smoking, it is recognized that some of our student body smoke.

Smoking is only permitted behind the school in the designated smoking area. This area is located off school property on the City of Nanaimo property located behind the Nanaimo Aquatic Centre.

Vaping is also considered smoking and needs to occur in the designated smoking area.

***No students should be in this area during class time.***

***Smoking and Vaping within the NDSS building will result in student suspension. These activities can set off the fire alarm***



***and result in evacuations of the building, causing alarm and anxiety among students.***

### **Student Activity Fees**

Student activity fees are payable by students in order to support the extra activities that go on at NDSS. The funds are used to support Student Council activities, special assemblies and performances, the student planner, school clubs, athletics, graduation activities and awards. Students are encouraged to participate as much as possible in extra-curricular activities.

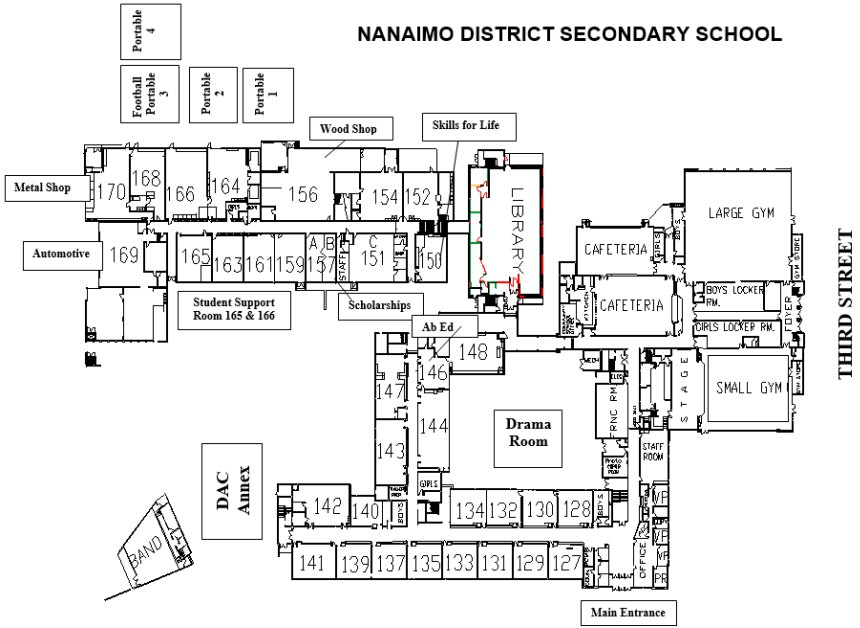
### **Community School Programs**

NDSS is a member of the Harewood Family of Community Schools including Fairview, John Barsby, and Georgia Avenue. You will find a wide range of programs year round for all ages, from children to seniors. The primary goal of the community school is to support vulnerable students in their learning.

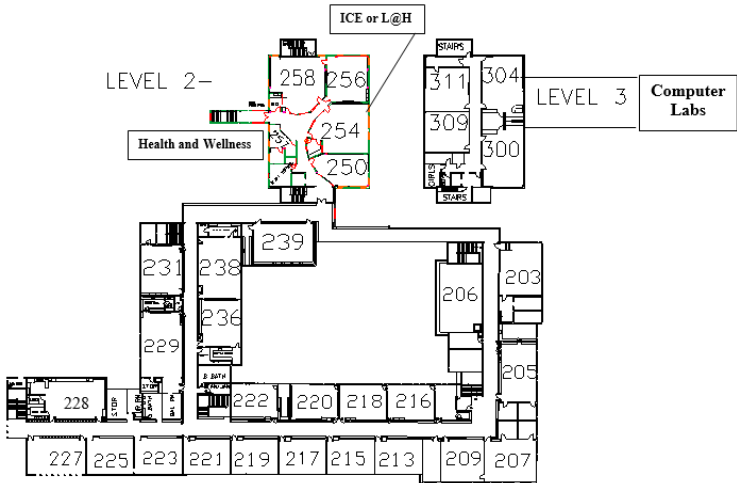
Check the school newsletter for regular program listings.

***A well-organized student has a much better chance of academic and social success in school. To this end, students are asked to make use of this handbook to help achieve their educational goals.***

# NANAIMO DISTRICT SECONDARY SCHOOL



355 WAKESIAH AVE.



SECOND FLOOR PLAN