ROSEMOUNT HIGH SCHOOL
3737 BEAUBIEN ST. EAST
MONTREAL, QUE. H1X 1H2

ROSEMOUNT HIGH SCHOOL

Student Code of Conduct
Agenda Handbook

2026-2027

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This agenda belongs to:

Name: _____ Homeroom: _____

Address: _____

City: _____ Postal code: _____

Phone: _____ E-mail: _____

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STUDENT-PARENT AGREEMENT

In all our actions at Rosemount High School, we encourage students toward a life governed by the values of personal integrity. All members of the RHS community agree to uphold our Code of Conduct:

Personal Honesty and Truthfulness
Academic Integrity
Respect for Others and the Property of Others

Students at Rosemount High School are expected to act in a considerate, honest manner, and contribute to a positive learning environment. By registering and attending Rosemount High School, every student will agree to the following:

- Students will attend school every day and remain in school for the entire school day unless authorized to leave early.
- Students will put forth all the necessary effort to succeed academically.
- Students will adhere to the school uniform regulations at all times.
- Students will respectfully allow teachers to teach and fellow classmates to learn by conducting him/herself with a positive attitude and appropriate classroom behavior.
- Students will use language which is appropriate to a civil and educational environment and which shows respect for others, including peers. Gossip and rumors are not permitted as they harm relationships and the school's learning environment.
- Students are expected to manage their personal in-person and online interactions responsibly so as to not initiate or engage in conflicts with individuals outside of our school community during their personal time which in turn compromises the safety of themselves and others who are part of the RHS community.
- Students will not possess, consume, or traffic drugs while on school premises, during school hours, on school business or in the vicinity of the school.
- Students will not smoke cigarettes, vape, possess or consume, alcoholic beverages, or other illegal substances while on school premises, during school hours, on school business or in the vicinity of the school.
- Students will act with honesty and integrity. The student will not plagiarize, copy another student's work, and cheat on homework, tests, assignments, or examinations.
- Students will respect school property (e.g. musical instruments, sports equipment, textbooks, etc.) and the property of others. They may not borrow property without permission of the rightful owner. Theft and vandalism are prohibited.
- Students will not harm, threaten, harass, or intimidate any member of the school community, verbally, psychologically, or physically, cyberspace included.
- Students will take an active role in creating a safe environment in the school. The student will not bring to the school an article or instrument considered harmful or threatening to others.
- Students are not to have cell phones and/or ear buds/ear phones, and/or smart-watches, and/or AI glasses on them during class time and transition times between classes. Students caught with these devices will face an automatic suspension upon the infraction.

Violation of these rules, or of any other specific requirements outlined in this handbook, will render a student liable to disciplinary action, which may include detention, suspension, academic or disciplinary probation, or transfer to another school. Parents enrolling their children at Rosemount High School do so with the knowledge that the school reserves the right to assign consequences to any student who violates the letter or spirit of the school's rules by his/her conduct or by his/her general attitude.

Note that it is the parents and students' responsibility to read through the school code of conduct.

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RHS STUDENT-ATHLETE BEHAVIOUR AGREEMENT

This Agreement is for all students who earn a spot onto a Rosemount High School Sports Team.
Both Parent/Guardian and Student must read the agreement once the student has officially joined the team.

I, _____,understand that student-athletes are visible representatives of Rosemount High School both on school grounds and off-school grounds. Student-athlete behavior affects public perception of the school, and the character of the student body. Therefore, it is an expectation that student-athletes will demonstrate consistent role model behavior, sportsmanship and self-control at all times.

More specifically:

- Student-athletes must be committed to fair play. Intentional acts of unsportsmanlike behavior or cheating will not be tolerated.

- When representing their teams during competition, student-athletes will exercise self-control in all ways including, but not limited to, resisting the use of profanity, demonstrating unnecessary aggression or hostility towards others, making inappropriate physical gestures, taunting or excessively celebrating, and disrespecting coaches, referees, teammates, or opponents.

- Student-athletes are prohibited from interacting in any negative way with fans/observers.

- Students are to respect the Rosemount High School's Code of Conduct in its entirety during school hours and in all classes. Any breach of this Code of Conduct may result in the student being suspended from participating in the sport team's activities for a period or removal from the sports team by the School Administration.

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MISSION STATEMENT

Rosemount High School is committed to preparing its students to be responsible, productive, and bilingual members of society. Students are encouraged to reach their full potential academically, morally and socially. In a secure, multicultural setting, students learn to be respectful and appreciative of themselves and others. We strive to develop self-esteem, self-respect and self-discipline within each student.
"Labor Omnia Vincit" – Hard work conquers all.....This is the official motto of our school.

COMMUNICATION: Tel.: (514) 376-4720; Fax: (514) 376-9311; Email: rosemount@emsb.qc.ca

The information contained in this handbook along with school news and periodic updates can be found on our school website at http://www.rosemount.emsb.qc.ca/. Updates can also be received instantly by following Rosemount High School on **InstaGram**:rosemounthighschool,. School administration can be reached at the above telephone number or by email. Teachers and staff may be reached by email or by calling the school and leaving a message with the secretary (a full staff email list will be available on our school website in early September). **The main office is open from 7:30 am to 3:30 pm.**

All students will be provided with this Student Agenda Book. It is our expectation that all homework will be copied in this book. Parents and teachers are encouraged to communicate with one another by using this agenda. In addition, it is suggested that parents use the Agenda Book to explain student absences. The Agenda Book outlines the expectations we have for our students and the services the school offers them.

SCHOOL FEES

A school fee is charged to cover a number of expenses not subsidized by the Ministry of Education's budget. The school fee is used to defray the cost of interscholastic athletic activities (GMAA), student ID photos, student agenda, communication to parents and transportation by school bus for selected interscholastic (GMAA) sports, activities, and field trips. INVOICES WILL INCLUDE SCHOOL FESS, WORKBOOK FEES, AND MUSIC FEES (WHERE APPLICABLE). ALL FEES MUST BE PAID PRIOR TO ATTENDING ANY OUTING OR OVERNIGHT TRIP.

IMPORTANT: Any School Board allocations, such as the public transportation cheques that are issued to eligible students, will be withheld if there are any outstanding balances on school fees or workbook fees for parents who have not made any effort to contact the school administration to make alternative payment arrangements. If payments are not made, these transportation allocation cheques will be returned to the EMSB, who will in turn re-issue a cheque to Rosemount High School to cover any outstanding school and/or workbook fees.

BELL SCHEDULE

A regular school day consists of 4 periods of 75 minutes:

REGULAR SCHEDULE	
8:20 - 9:35	Period 1
9:35 - 9:40	Passing time
9:40 - 10:55	Period 2
10:55 - 11:10	Recess
11:15 - 12:30	Period 3
12:30 - 1:20	Lunch
1:25 - 2:40	Period 4
2:45 – 4:15	Period 5 (Arts-Etudes Students only)

A warning bell will ring at 8:15 AM, 11:10 AM, and 1:20 PM to alert students that they must enter the school and proceed to class. Since traveling time is only five minutes between classes, students should not go to their lockers between classes. They should take out all materials and texts from their lockers prior to homeroom, during recess and at lunch in order to be prepared

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for classes. All doors in and around the school will be locked at 4:00 pm; therefore, all students must have all their belongings before this time. Students will not be permitted to go to their lockers after 4:00 pm.

CODE OF CONDUCT

Rosemount High School operates on a simple, yet critical principle which is RESPECT. Respect for the rules and procedures that have been adopted by the school community, and respect for all members of that community. As such, all students are responsible for being aware of, and adhering to, these rules and procedures at all times; as well as being respectful to those around them and behaving in an appropriate manner.

CODE OF CONDUCT SECTION 1.: UNIFORM POLICY

The RHS uniform and the students who wear them represent the school publicly and it is expected that while in uniform those students conduct themselves appropriately, within the school *and* the community. All students must arrive at the school and depart from the school daily dressed according to the following uniform regulations.

THE UNIFORM IS AS FOLLOWS:	CLARIFICATIONS:
The RHS polo shirt (short or long sleeves) The RHS t-shirt	▪ This includes all past versions of the RHS uniform shirt sold at Price & Buckland, so long as the RHS crest is present. ▪ **The RHS polo/t-shirt/hoodie must be worn at all times.** ▪ This includes the RHS phys. ed. t-shirt.
RHS polo fleece, hooded sweatshirt, sleeveless cardigan, or long-sleeve sweater sold at Price & Buckland	▪ The RHS polo shirt or t-shirt must be worn underneath.
Plain, clean, black pants/leg-wear	▪ PERMITTED: sweat pants, track pants, cargo pants, jeans ▪ Must be black, not torn, not faded, no holes ▪ NO casual wear (ex: no leggings/jeggings, yoga pants or tight fitting pants, leg warmers). ▪ NO logos or colored stitching on pants. ▪ Pants are not to be rolled. ▪ Cut off hems are not permitted.
Girls may wear black **pleated** skirts as provided by Price & Buckland, or a retailer of choice	▪ Skirts must be **knee length**.
Black, **knee length dress shorts** in August, September and May and June only	• Must be uniform shorts (**knee length**). ▪ Only RHS Phys Ed shorts may be worn during the warmer months (August/September and May/June) ▪ RHS Phys Ed shorts are to be kept knee length as purchased.
Black or white socks, nylons or leotards	▪ Solid colors only. ▪ Torn socks, nylons, leotards or fishnet stockings are NOT permitted. ▪ Knee-highs (except those BELOW the knee) or thigh-high stockings are **not** permitted.
Sensible shoes that are practical for a busy crowded public building (preferably black or white). Running shoes are acceptable (not styles above the ankle).	▪ All shoes must have closed heels and toes. Crocs, Boots, sandals, flip-flops, slippers, etc… may **not** be worn in school. Each student must have his/her own pair of running shoes as they are compulsory for Phys.Ed. classes.
Mandatory physical education uniform	▪ RHS-crested phys. ed. T-shirt ▪ RHS-crested phys. ed shorts **or** RHS-crested ▪ Athletic socks and sensible running shoes

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The following are unacceptable at RHS and are NOT permitted in class:

- No personal bags (backpacks, purses, fanny packs, satchels, lunch bag/box, etc.) are permitted in the classroom. These items are to be kept in the student's assigned locker.
- Scarves, sweatbands, neck bands, wristbands/gloves, hats, bandanas and caps.
- Excessive makeup and/or piercings.
- Accessories depicting drugs, violence, racism, alcohol or obscenities
- Studs and/or rivets on any part of clothing or accessories
- Wallet chains and long key chains
- LEGGINGS/TIGHTS AND/OR YOGA PANTS ARE NOT PART OF THE SCHOOL UNIFORM

Students must arrive to school in their uniform. They are not to leave a uniform in their locker to change after arriving or borrow any uniform items from other students. Students must also remain in uniform during lunch and recess times, even outside the school. A student who is **NOT IN UNIFORM** will receive a school detention and be asked to change. If uniform violations persist, students may be suspended. **ALL STUDENTS MUST BE IN UNIFORM AT ALL TIMES.**

All of the uniform items may be purchased at ***Price & Buckland,*** *1440 Antonio-Barbeau, Telephone: (514) 738-6660.*

**Please take note that all burgundy colored uniform clothing items will be removed from our school uniform as of the 2030-2031 school year.*

CODE OF CONDUCT SECTION 2: INTER-STUDENT RELATIONS/PREVENTING & STOPPING BULLYING MUTUAL RESPECT POLICY

On June 12, 2012, the Quebec National Assembly passed **Bill 56: An Act to stop bullying and violence in schools**, calling upon all Quebecers, not just students, parents, and school staff, to engage in a concerted effort to put an end to bullying and violence in schools.

Definitions

Bullying: Any repeated direct or indirect behavior, comment, act, or gesture, including in cyberspace, whether deliberate or not, which occurs in a context where there is a power imbalance between the persons concerned and which causes distress and injures, hurts, oppresses, intimidates or ostracizes.

Violence: Any intentional demonstration of verbal, written, physical, psychological, or sexual force which causes distress and injures, hurts, or oppresses a person by attacking their psychological or physical integrity or well-being, or their rights or property.

RHS students are expected to treat each other as equals. As such, actions such as bullying will not be tolerated. Bullying is a willful, repeated and aggressive behaviour towards another with the intent to harm.

The following are all considered acts of bullying:

- Derogatory comments, racial, religious, or homophobic slurs and name-calling
- Threats and intimidation (physical, verbal, or written)
- Intentional exclusion and/or humiliation (Ex: Gossip or spreading rumors)
- Manipulation of another individual
- Any of the above actions committed via SOCIAL MEDIA
- Physical violence
- Taxing and theft
- Body Shaming

These actions may occur at school, on or near school property, during or outside of school hours or through electronic communication/social media/cyberbullying.

REGARDLESS OF TIME, LOCATION OR MEANS, ROSEMOUNT HIGH SCHOOL WILL TAKE MEASURES AGAINST SUCH ACTS IN ORDER TO ENSURE THE SAFETY OF OUR STUDENTS.

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If an RHS student is experiencing bullying in any form, they should immediately take measures to stop it. The first step is to tell a responsible adult such as a teacher, administrator, staff member or parent. Actions taken and consequences dealt will depend on the nature and severity of individual cases. **Disciplinary action may include a suspension of up to 5 days and/or a school transfer.**

An alternative suspension program may be offered to suspended students to ensure that their academic progress is disturbed as little as possible. At this alternative suspension program, students will also receive counselling concerning the issues for which they received their suspension.

As a rule, we try to prevent bullying before it starts. This is a process in which **all stakeholders** hold responsibility. **Parents/Guardians** are encouraged to speak to their children about respect for others, take appropriate action at home when there are problems of this nature and cooperate with the school should an incident arise. Parents/guardians are also responsible for monitoring their child's cell phone/social media usage in order them to support them in following the Code of Conduct.

Teachers must be vigilant in their instruction and supervision of students and address any issues brought to their attention.

School administration and professional staff will educate students and raise awareness about the issue through classroom visits and awareness campaigns. Students are encouraged to seek help in situations of conflict before it escalates into a larger problem.

Whenever possible, a resolution between bully and victim will be sought through means such as meetings with our guidance counsellor, and/or administration, outside counselling services for one or both parties, or a mediated agreement between both parties.

ALL MEMBERS OF THE SCHOOL COMMUNITY MUST:

- Treat one another with dignity and respect at all times;
- Respect the rights of others;
- Respect all members of the school community, especially persons in authority.

ALL MEMBERS OF THE SCHOOL COMMUNITY MUST NOT:

- Engage in bullying behaviour;
- Engage in hate propaganda and other forms of behaviour motivated by hate or bias;
- Encourage others to inflict bodily harm on another person.

REPORTING

Under Quebec's anti-bullying law, Bill 56, students and staff have a duty to report incidents of bullying and/or violence in school. A report can be made with the administration or with a trusted adult staff member who will in turn speak to the administration.
Students and staff may also submit anonymous reports online at **www.stopabully.ca**.

CODE OF CONDUCT SECTION 3: PERSONAL CONDUCT & ACCOUNTABILITY

Rosemount High School has strict policies concerning personal conduct. Students are expected to:

- Cooperate with their teachers and classmates, to behave in an acceptable manner and participate in class. NO STUDENT HAS THE RIGHT TO MAKE IT DIFFICULT FOR A TEACHER TO TEACH OR OTHER STUDENTS TO LEARN.
- Cooperate with staff members in the school. Rudeness or refusal to obey instructions will result in disciplinary action.
- Behave in an acceptable manner in the halls during the day. Boisterous play in these areas of the school is not permitted. Eating and/or drinking in the halls is forbidden except in the designated eating areas. Students are expected to keep these areas clean and students caught littering and/or vandalizing will face disciplinary action.
- Arrive to class ON TIME, and IN UNIFORM with all the required materials (textbooks, pens, pencils, phys. ed. uniforms, etc..) to perform the tasks expected of them.
- Be IN UNIFORM for the entire school day. STUDENTS ARE NOT ALLOWED TO CHANGE CLOTHES DURING RECESS OR LUNCH FOR SCHOOL SECURITY PURPOSES.
- Students are expected to use language which is appropriate to a civil and educational environment and which shows respect for others, including peers. Verbal abuse and swearing cannot and will not be tolerated. Partaking in 'gossip' and spreading rumors with peers is strictly prohibited.

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RESPECT FOR OTHERS

As an RHS student, you will be spending the majority of your day (and often many years) with the people around you. It is important to the function of the school that all its members conduct themselves with self-discipline and courtesy toward others.

All students of RHS have an obligation to:

- Act in a civil and respectful manner at all times;
- Contribute to a healthy and safe learning environment;

RESPECT FOR COMMUNITY

- Show respect for our neighbours. Stay off their property, front steps, driveway, yard, laneways, vehicles, etc.
- Behave properly in the shops and restaurants around the school.
- RHS students are under no circumstance to enter the Rosemount Technology Center.
- RHS students are not permitted to enter C.E.G.E.P. Collège Rosemont buildings and grounds on their own accord.
- Avoid going up to the reservoir (track) located across the street from the school.
- Behave properly on the city busses. **Do not loiter** in the bus shelters or on school property.
- Students who create a public disturbance may receive a fine from the police and may have to appear in court.
- Students are not permitted to congregate in front of the 16th avenue student entrance after school.

RESPECT FOR SCHOOL PROPERTY

- Respect for school property is a student obligation.
- Vandalism in any form will not be tolerated and is punishable by suspension. In some cases, it may be necessary to involve local law enforcement.
- Students (and their families) found guilty will have to pay for any damages and replacement costs.
- Writing on walls, desks, tables, chairs or in lockers, textbooks, washrooms, etc. is considered vandalism.
- Eating and/or drinking in the classrooms or hallways is **not permitted except in the desigated eating areas**.

STUDENTS ARE NOT PERMITTED TO…

- **be in the corridors during classes without teacher permission**
- remain in or around the school after 3:00 pm, unless participating in an extra-curricular activity under teacher supervision or serving a detention.
- **invite outsiders into the school to visit them.**
- share lockers or use lockers other than their own.
- use cell phones, gaming, or any other electronic devices in class time, during transition times, or during exams.
- wear hats, bandanas, oversized headphones or caps in school
- bring backpacks/handbags to class
- change out of uniform during the school day.
- Access prohibited areas of the school building and grounds
- Loitering
- **Vape, smoke in the school building, or on/near school premises. A student who breaks this regulation will automatically be suspended from school.**
- **use cell phones or other electronic devices to record or film students, teachers, or staff without their consent be it written or verbal.**

CODE OF CONDUCT SECTION 4: SCHOOL DISCIPLINARY ACTIONS

DETENTIONS

Teacher detentions must always be served. Failure to do so will result in further action; ie., contacting parents, the involvement of administration, etc.

The administration can assign an alternate format of a detention as they see appropriate such as tutorial time, homework program, etc. This may mean missing an athletic or extra-curricular responsibility, regardless of its importance. Only an administrator may change the date of a school detention at his/her discretion. **It must be understood that school-administered detentions have priority**, except in clearly established extenuating circumstances.

A suspension will be given to students who skip a school detention without a valid reason.

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SUSPENSION, BEHAVIOUR CONTRACT & SCHOOL TRANSFER

Suspension (up to a maximum of 5 days), and/or the student being placed on a Behaviour Contract and/or a School Transer penalty may be administered to students as a result of (but not limited to) the following infractions:

- Disrespectful or insolent behaviour against students or staff.
- Use, possession, or distribution of drugs, alcohol, or other illegal substances.
- Bullying others (including cyber-bullying).
- Skipping one or more classes on any given day, **even if it is a first offence.**
- Fighting, horseplay, pushing, hitting.
- Vandalism, theft, or destruction of property.
- Refusal to obey instructions.
- Physical or verbal abuse towards others.
- Smoking or vaping on school property.
- Uttering threats, harassment, name-calling, partaking in 'gossip' with others and spreading rumors.
- Possession/use of dangerous items.
- Class disruptions/Lack of respect for others
- Chronic uniform violations
- Chronic unexcused tardiness (*see 'Lates Procedures & Disciplinary actions')
- Skipping detention.
- Accessing prohitbited area(s) of the building or grounds
- Loitering
- Engaging in online/in-person conflicts or disputes with individuals outside the school community on personal time, where such actions lead to threats of harm directed (directly or indirectly) at themselves, other RHS students or the school premises which compromises the safety of the school community.
- Caught with a device (smartphone/smartwatch/earbuds/earphones/AI glasses) during class time or transition time

An in-person meeting between a parent, the student, and a member of the school administration must take place at the school following a suspension for any reason. A student may not be readmitted to school until such a meeting takes place. A phone conversation with the parent is not sufficient.

SUSPENDED STUDENTS ARE NOT PERMITTED TO...

- Participate in any extra-curricular activities, such as dances, sports teams, band activities, shows, etc.
- Participate in school day trips or overnight trips.
- Visit the school or loiter outside the school building. Should they do so, the period of suspension will be automatically extended.

LOCKER INSPECTIONS

The school Administration reserves the right to inspect lockers regularly, search lockers based on reasonable grounds, and remove locks where safety concerns arise.

CODE OF CONDUCT SECTION 5: LATES PROCEDURE & DISCIPLINARY ACTIONS

A student is late for school if he/she/they is not in class by 8:20 a.m.

When students arrive late to school (after 8:20am and/or after 1:20pm) they must report directly to the office. Once 3 lates have been accumulated, the student will serve a detention. Once 6 lates have been accumulated, the student will serve a 1 day suspension.

3 lates = 1 detention
The 6th late = 1 day suspension

Class attendance is done by period. Administration then ensures that all students were present and accounted for in all classes throughout the day. An automated report wil be sent out through Mosaik.

Students habitually late for school or any of their classes will receive a suspension and/or may not be permitted to attend school trips or be part of sports teams or ECAs.

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Parents may call the school to inform us that their child will be late for school, however, a phone call does not necessarily excuse the student from a school detention. The decision to assign a school detention for tardiness rests with the school administration.

CODE OF CONDUCT SECTION 6: CELL PHONES, & OTHER ELECTRONIC DEVICES

Any electronic devices (i.e. cell phones, earbuds, headphones, smart watch, smart-AI glasses) brought to school must be stored in lockers. Devices that are used/seen during class time, and/or transition time between classes will be confiscated, submitted to administration-and the student will receive a suspension.

Due to possible changes handed down by the Ministry of Education regarding cell phone usage, please note that policy changes may occur during the school year.

CODE OF CONDUCT SECTION 7: ACADEMIC INTEGRITY (CHEATING AND PLAGIARISM)

At Rosemount High School, students are expected to be honest in the preparation for and writing of tests and assignments. At no time may a student present as his/her own work ideas or writings taken in full or in part from a published work, another student, or some other source.

Plagiarism consists of (but is not necessarily limited to):

- misrepresenting someone else's work as one's own: e.g. copying another student's paper or an article from a journal or website; buying an essay from a term-paper mill;
- patchwriting: writing a paper by simply patching together blocks of text, perhaps with slight modification, taken from one or more sources;
- paraphrasing or summarizing information from a source without citation;
- quoting material without the proper use of quotation marks (even if otherwise cited correctly);
- translating a work from one language to another without citation.

Cheating consists of (but is not necessarily limited to):

- using unauthorized notes or other aids in a test or exam, or copying from or being influenced by another student's work during an evaluation or assessment;
- giving unauthorized aid to another student; allowing another student to copy or use one's test, exam, paper, or homework;
- receiving excessive assistance with homework or take-home tests from a tutor, parent, or fellow student;
- using translating software or translations of texts studied in class without the permission of the teacher;
- submitting the same work for credit to more than one teacher, unless both teachers give their permission;
- misuse of technology, including, but not limited to, cell phones, calculators, laptops;
- using the intellectual property of another individual without acknowledging the source;
- file sharing without the teacher's permission.
- The use of Artificial Intelligence is prohibited without consent of the teacher for any given assignment in class. The use of AI will be considered a form of cheating when the tool is used without permission.

Plagiarism and cheating, or any other form of academic dishonesty, results in a zero grade for that assignment plus further sanctions, which may include suspension. Cheating or any attempt to cheat during class tests, quizzes, or exams will also result in the student receiving a zero grade for that assessment plus further sanctions.

CODE OF CONDUCT SECTION 8: ATTENDANCE, TRUANCY & EARLY DISMISSALS

ATTENDANCE

Students' grades and attendance go hand-in-hand. Please remember that excessive absences can lead to academic difficulties in the classroom. Attendance will be taken by teachers during each period of the day.

If a student will be absent from or late to school for a valid reason, a parent or guardian must enter the information on Mosaik by 9:00 a.m.

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Excused absences are those resulting from illness, injury, family emergency, team sport competition, field trip, court appearance, or religious observance. Proper documentation is necessary in order for an absence to be excused.

A student absent for the majority of the day cannot take part in their RHS sports game or practice or ECA held after school.

Classes repeatedly missed for any reason, without a note, will be counted as unexcused absences. Avoiding tests or assignment deadlines is not a valid excuse for missing a class.

Students who are not in class because of truancy (skipping) or school suspension are responsible for any assignments, tests or other work missed during that time.

In order to participate in athletics, performances, shows or other extra-curricular activities on a given day, a student must attend all classes. This means that a student must attend daily and be in every class without exception.

If a parent is away, the school must be notified of the guardian left in charge and the phone number of said guardian.

TRUANCY (SKIPPING)

If a student leaves the school without proper permission or without following proper sign-out procedures, the absence(s) will be deemed "unexcused", and treated as skipping. A note from parents/guardians received the next day may not clear the student. Consequences for skipping class will follow (i.e. automatic suspension).

Any student who becomes ill during the day must go to the Main Office. Before the student is released from school, **a parent or guardian must be contacted** and the student must sign out. A medical note should be brought to the Main Office upon the student's return to school.

Secondary I – II students are recommended to stay on school grounds at recess and lunch time.
Secondary III-IV-V students must maintain a solid attendance record throughout the year in order to be considered eligible for Graduation and any other senior activities, privileges, awards, and honors. Senior courses require a student's presence and participation every day. Secondary V students are expected to attend classes regularly throughout the year.

EARLY DISMISSALS

An early dismissal for medical or personal reasons is granted when the school is notified by a parent/guardian. The request may be made by phone or through Mosaik. All notifications for an early dismissal must be made before 9:00am on the day of the early dismissal. No early dismissal will be granted after 9:00am.

CODE OF CONDUCT SECTION 9: ACADEMIC POLICIES

HOMEWORK

Every student will have some homework to do each evening. The type and amount of work will differ from one grade to another and will include formal assignments, projects and review work as well as studying for tests and exams. Homework is assigned daily. Email teachers directly if there is a problem. Teachers will contact parents if students are not doing their homework regularly.

MISSED HOMEWORK & CLASSWORK

When students miss school, they are responsible for getting work and assignments from their teachers. **If the illness is more than three (3) school days in length, please notify the Main Office**. Students must be prepared to make up tests and/or quizzes upon their return to school unless other arrangements for an extension have been made with teachers.

EXAMINATIONS

Exam schedules will be given to students prior to the exam sessions and will also be made available on our school website. Make sure you are present on the date and time of your exams. Students and their families must make every effort to avoid absences on exam days, especially those set aside for High School Leaving Exams. Unexcused absences on these days will result in a grade of **zero (0)** on the missed exam. A student who is absent due to illness must present an official medical note signed by the physician who administered treatment.

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PHYSICAL EDUCATION

Physical Education is compulsory for all students in Secondary 1 to 5. Only a note from a doctor can excuse a student from gym for medical reasons. **RHS phys.ed. uniforms and running shoes are required for all students**. The uniforms can be purchased from our official uniform supplier. Students must lock their belongings in the locker room. **Students are not permitted to enter or use our gymnasiums or weight room at any time without the presence of a staff member. Note:** students must be aged 16 or older to use the weight room.

Important Reminder: Parents are encouraged to subscribe to personal insurance particularly as this relates to your child's participation in physical education and sports. Fees incurred for ambulance services, medical/dental/ocular services and any other services related to an injury will not be assumed by the school. Any questions should be addressed to a member of the administration.

FAMILY TRIPS

As the school calendar provides a generous vacation schedule, we strongly discourage family trips which result in students' missing school. Such absences hurt the student whose work is interrupted. Our curriculum is quite demanding, therefore class attendance is crucial. Teachers are not responsible for providing work for students who are on vacation and make-up evaluations are at the discretion of the teacher. **We strongly recommend that parents DO NOT plan trips during formal exam periods (i.e. midyear and final exams).**

CODE OF CONDUCT SECTION 10: ACADEMIC PROMOTION POLICY

The school year is divided into three terms. The end of each term is followed by the distribution of a Student Report. Parent/Teacher Interviews are held following the first two terms. All report cards will be made available on Mosaik. Report cards will no longer be printed by the school. The last report card of the year, issued at the end of June, contains the final school mark.

For courses subject to external examinations by the Ministry of Education (MEES), the marks appearing on the June report cards are the school results submitted to the Ministry. The school results are used by the Ministry along with the examination results to produce the final mark which is mailed to the student in July by the MEES.

Rosemount High School recognizes the academic achievement of its students by placing them on the Honor Roll at the end of a term. Students who have earned an overall average of 80%-89% are placed on the Honor Roll. Students who have earned an overall average of 90% or more High Honors List.

PROMOTION POLICY FOR SECONDARY 1 & SECONDARY 2:

In order to be promoted to the next grade level, students are required to pass English Language Arts, Mathematics, and French Second Language and the majority of their courses. **If the student fails two or three of those courses and fails the majority of their courses, the student will be required to repeat their current grade level.**

HIGH SCHOOL GRADUATION REQUIREMENTS:

Secondary 3:

For students currently in Secondary 3, it is essential to meet the Ministry of Education's requirements, especially for the **Basic School Regulation (BSR)** courses. These are compulsory courses that students must pass to progress successfully.

The required BSR courses in Secondary 3 include:

- **English Language Arts**
- **French as a Second Language**
- **Mathematics**

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- **Science and Technology**
- **History of Quebec and Canada (HQC)**
- **Physical Education and Health**
- **Arts Education (Drama, Music, Visual Arts, or Dance)**

If a student fails any of these courses in Secondary 3, they will not receive credit and will be required to retake the failed course, even if they progress to Secondary 4. Students must meet these academic standards to ensure they are prepared for the next level of their education.

Secondary 4

For students in Secondary 4, it is critical to pass all **Basic School Regulation (BSR)** courses, as they form a key component of the high school diploma requirements. These courses must be passed to progress to Secondary 5 and graduate.

The **required BSR courses** for Secondary 4 include:

- **English Language Arts**
- **French as a Second Language**
- **Mathematics** (Cultural, Social, and Technical option or Scientific and Technical option)
- **Science and Technology** or **Applied Science and Technology**
- **History of Quebec and Canada (HQC)**
- **Culture and Citizenship in Quebec (CCQ)**
- **Physical Education and Health**
- **Arts Education** (Drama, Music, Visual Arts, or Dance)

Students must successfully complete these courses in Secondary 4. Failure in any of these courses means the student will be required to retake them, even if they move to Secondary 5. This can delay graduation and place an additional workload on the student.

Secondary 5

To obtain a high school diploma in Quebec, students must meet the following graduation requirements:

1. Successfully complete a total of **54 credits** in Secondary 4 and 5, of which at least **20 credits must come from Secondary 5 courses**.
2. Pass all compulsory subjects, including:
    - **English Language Arts (Secondary 5)**
    - **French as a Second Language (Secondary 5)**
    - **Mathematics (Secondary 4)**
    - **History of Quebec and Canada (Secondary 4)**
    - **Science and Technology or Applied Science and Technology (Secondary 4)**
    - **Arts Education (Secondary 4)**
    - **Physical Education and Health or Culture and Citizenship in Quebec (Secondary 5)**

Failure to meet these requirements may result in delays in obtaining the high school diploma and progressing to post-secondary education or the workforce.

OTHER IMPORTANT INFORMATION

CHANGE OF ADDRESS AND/OR TELEPHONE NUMBER

Please notify the school immediately of any change of address, email or telephone. It is extremely important that up-to-date phone numbers—where parents and students can be reached—be provided to the school.

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EMERGENCIES
It is imperative that the school be given a phone number where a parent / relative / guardian may be reached during the day in case of an emergency. Please ensure that your contact information is up-to-date.

COURSE CHANGE REQUESTS
As a general rule course changes are granted only if an error has been made in level or course placement.

TEXTBOOKS
Complete sets of textbooks are supplied to students without charge. These books are the property of the School Board and must be returned to the school at the end of the year or upon withdrawal from the school. Any lost or damaged books must be paid for by the student.

LOCKS AND LOCKERS
Each student is assigned a locker for books and street clothing. Students are not permitted to share lockers. Students are responsible for the content found in their locker. Students must purchase their own lock. **A lock must always be used.** Students may purchase a second lock to use in the gym locker room.

Combinations/keys should not be given to any other individual. While all reasonable precautions are taken to protect students' property, the possibility of theft is not completely unavoidable. Although proper use of a good lock will help to prevent theft, the only way to ensure that you will not lose expensive articles or items of value is to leave them at home. **THE SCHOOL WILL NOT BE RESPONSIBLE FOR LOST OR STOLEN ITEMS.**

FIRE ALARMS
When the fire alarm sounds, always behave as though it is a real fire. If you are part of a class or supervised activity, the teacher will direct you to your designated fire exit. If you are the first to reach exit doors, hold them open until those people following you have exited. Do not talk and do not run. **Stay with your class or group at all times.** During an authorized practice fire drill, all students are to proceed to the meeting point which is on the school soccer field. **Be warned that it is a serious criminal offence to pull a false fire alarm.** In the event of a real fire or emergency, the evacuation centre where RHS students must assemble is the **Collège Rosemont** located across the street from RHS at **6400, 16th avenue**.

SKATEBOARDING, IN-LINE SKATING, BICYCLES, SCOOTERS
Skateboarding and in-line skating are outdoor activities. They are **not to be used in any manner at any time inside the school building**. We also encourage students not to bring these items to school. **The School will not be responsible for lost, stolen, or damaged items, including skateboards**. Students who choose to bike to and from school must have their bicycle locked outside the school and at no time should they be brought inside the building. The school, however, **will not be responsible** for stolen or damaged bicycles.

SPORTS EQUIPMENT
Only authorized sporting equipment may be used **in the gymnasium under staff supervision**. **Under no circumstances** are students permitted to play with sports equipment such as balls, hockey sticks, skateboards, etc. in the school hallways, foyers or in classrooms. These items will be confiscated by teachers.

SCHOOL TRIPS
If a parent or guardian decides to remove their child from a trip, no refund of any deposit, fundraising, or any other monetary contributions, will be forthcoming to the parent or guardian. **This also applies to a student who is removed from a trip because of a violation of the code of conduct. In this case, there will be no refund**.

For all trips outside Quebec, **mandatory comprehensive insurance MUST be purchased from the travel company**.