



**St. Paul Catholic Secondary School  
Intermediate Handbook  
Home of the Falcons  
Grades 7 & 8  
2023-24**



**OUR VISION |**

We imagine a world where all are empowered to reach their full potential through faith and service.

**OUR MISSION |**

The ALCDSB builds faith-filled learning communities where each member is loved, inspired, and successful.

**OUR PRIORITIES |**

- Faith
- Equity & Well-Being
- Achievement & Innovation
- Resource Management

Principal: Mr. Graham Stuart  
Vice Principal: Mrs. Maria Morris

Administrative Assistants:  
Mrs. Downey, Mrs. Finkle and Miss Cassidy

Our Teaching Staff:  
Mdme. Mountenay  
Mrs. Lain  
Mrs. Devera  
Ms. Schondwandt  
Mdme. Hall  
Miss Blair  
Mr. Jordan  
Mr. McEwan  
Mademoiselle Coleman  
Miss Dantes  
Mr. D'Amico

Resource Teacher: Mr. Cathcart  
Life Skills Development Center Teacher: Miss Patrick

Chaplain: Miss Anna D'Acosta  
CYW: Miss Hudson  
Social Worker: Anastasia Burns  
Public Health Nurse: Mrs. Baxter  
Attendance Counsellor: Mr. Minns

## Grade 7/8 Schedule

Per 1	8:15 – 8:55
Per 2:	8:55 – 9:35
Per 3	9:35 – 10:15
Per 4	10:15 – 10:55
Lunch Recess	10:55 – 11:25
Lunch in Classrooms	11:25 – 11:45
Per 5	11:45 – 12:05
Per 6	12:05 – 12:45
Recess	12:45 – 1:05
Per 7	1:05 – 1:45
Per 8	1:45 – 2:25

### Arrival at School

- Walkers and those being dropped off at school should go directly to the gated 7/8 arrival yard at the south end of the school and will remain there until the bell at 8:10
- Those arriving on a bus will get off the bus in front of St. Paul and then walk along the sidewalk to the gated 7/8 arrival yard at the south end of the school and will remain there until the bell at 8:10

### Dismissal

- All 7/8 students will be dismissed at 2:25 from their classrooms and directed to the front doors of the school where they will exit and either load their bus or cross at the crossing walk if walking home. Students waiting out front of the school will be required to behave in an appropriate manner keeping their hands to themselves.
- If students are riding an alternate bus home at the end of the day they **MUST** have a note and it needs to be taken to the office before the end of lunch recess so that the office can assign them a bus pass to ride another bus. Students are permitted one bus pass a month.
- If you are picking up your student at the end of the day, please **DO NOT** come into the school. You can meet them on the sidewalk as they exit the front door of the building.

## **Bus Behaviour**

Riding a bus is a privilege not a right and all students are expected to respect the bus driver, bus monitor(s) and all students riding the bus. Students are expected to follow the rules outlined by the bus driver including seating plans. If a student is not able to follow the rules they may be removed from the bus until they can prove that they are able to do so.

## **7 & 8 Lunch**

- All grade 7/8 students will eat their lunch in their classrooms from 11:25-11:45am.
- Grade 7 & 8 students are NOT permitted off school property during lunch or recess
- Grade 7 & 8 students are not permitted to have food delivered to the school
- If parents need to drop off lunch for their child, they should bring it to the main office, who will then call down the student before lunch hour

## **Attendance Procedures:**

If you are sick a parent needs to call the school to indicate that a student will be absent. If the absence is not reported the automated calling system will notify parents of unexcused absences.

## **Visitors to the School**

- Visitors to the school must sign in at the main office
- Students from other schools are NOT allowed in the building or on school property during school hours

## **Lockers**

- Each student will be provided with a locker for the school year, located in close proximity to their homeroom
- Students are responsible for providing a lock
- The locker is school property on loan to the student for the year; students are expected to keep their locker clean and tidy, and free of vandalism
- Students are permitted to go to their lockers when they come in in the mornings, before and after lunch and recess, before and after gym class and at the end of the day

## **School Uniform**

Review our [Uniform Policy](#) on the St. Paul school website. You can also find the link to McCarthy's Uniform Store to purchase uniform pieces.

## Student Mental Health Resources

Check out these great Mental Health Resources at the [School Mental Health Ontario website](#).

## Electronic Devices

A student may bring their electronic device (including cell phones) to school, however **it must be kept in their lockers at all time**. Electronic devices, including cell phones, from home **are not permitted in classrooms, in the gymnasium, in the hallways, bathrooms, changerooms or on the school yard during school hours**. It is recommended that all electronic devices (including cell phones) be kept at home unless they are needed for before or after school.

If a student is using their device during the school day, it will be taken by their teacher and stored in the front office until dismissal. If an electronic device is taken from a student three times a parent will be called to come into the school and pick up the device.

## Extracurricular Opportunities

- 7/8 members of student council
- Intramurals
- Competitive Sports teams
- Drama Club – Play
- St. Paul Speak Up
- Eco-Team
- Yearbook
- Art Club
- Falcons for Faith
- Roots of Empathy
- Allies in Action

In order to participate in extra curriculums student need to be reminded that it is a privilege, not a right and that they are students first.

## **Student Behaviour**

St. Paul Catholic Secondary School provides a wide range of supports to encourage positive student behaviour and healthy relationships, including:

- Class placement
- Differentiated instruction
- Program modifications and/or classroom accommodations
- Encouragement and positive reinforcement
- Character formation focused on the gospel values and Catholic Graduate Expectations
- Individual, peer and group counselling
- Conflict resolution
- Sensitivity programs
- Student success strategies
- School, board and community support programs

In recognition that all people are created in the image and likeness of God and, as such, have the right to be treated with dignity, respect and fairness, St. Paul supports a safe, inclusive and accepting school climate in which every student can reach his or her full academic and spiritual potential.

## **Code of Conduct**

All members of the school community must:

- Respect and comply with all applicable federal, provincial and municipal laws.
- Demonstrate honesty and integrity.
- Respect differences in people, their ideas, and their opinions
- Treat one another with dignity and respect at all times, and especially when there is disagreement.
- Respect and treat others fairly, regardless of age, marital status, family status, ethnic origin, place of origin, colour, citizenship, creed, sex, sexual orientation, gender identity, gender expression, race, ancestry, or disability.
- Respect the rights of others.
- Show proper care and regard for school property and the property of others.

- Take appropriate measures to help those in need.
- Seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully
- Respect all members of the school community.
- Respect the need of others to work in an environment that is conducive to learning.

### **Social Media Sites and Online Conduct**

Students are reminded that their online conduct should be similar to their face to face and at all times should respect the school code of conduct. Students should also be reminded that nothing is private and that their digital footprint should be one that they can share with potential employers, colleges and universities.

All forms of harassment in cyberspace, often called cyber-bullying are unacceptable. This includes:

- creating a web page or a blog in which the creator assumes the identity of another person.
- impersonating another person as the author of content or messages posted on the internet.
- communicating material electronically to more than one individual or posting material on a website that may be accessed by one or more individuals.
- harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate email, instant or text messages, digital pictures or images, or website postings.

Discipline may include, but are not limited to, the loss of computer privileges, detention, and suspension from school. Students may be disciplined, including suspension or expulsion, if their online behaviour results in a disruption to the school environment or negatively impacts our Catholic school climate. Online threats may be determined to be a criminal offence and as such, they may be reported to the police. The online digital posting of an inappropriate student interaction (ie. Student fight) is likely to have a negative impact on the school climate and/or violate the privacy of others who have not granted permission to be recorded. Students are asked to refrain from recording and posting such activities.