

**Student Handbook  
2022/2023**

**John Oliver Secondary School**

530 East 41st Avenue  
Vancouver, British Columbia  
V5W 1P3  
Telephone: (604) 713-8938 Fax: (604) 713-8937  
Website: <http://jo-online.vsb.bc.ca>

**ADMINISTRATION**

Principal: Mr. B. Schieman  
Vice Principals: Mr. K. Egilsson  
Mr. G. Sohal

**COUNSELLORS**

Mr. L. Nerling Gr. 8, Gr. 12 A - B & Take A Hike  
Mr. M. Wolfe Gr. 9, Gr. 12 C - J  
Ms. N. Ghani Gr. 10, Gr. 12 K – R & Trades  
Ms. A. Alvares Gr. 11, Gr. 12 S – Z & International

Student Name: \_\_\_\_\_ Student No. \_\_\_\_\_

I \_\_\_\_\_ and \_\_\_\_\_  
*Student Signature Parent/Guardian Signature*

*have read and understand the rules, policies and expectations as outlines in this school agenda and will abide by the requirements to the best of our ability.*

Date: \_\_\_\_\_

## TIMETABLE AND BELL SCHEDULE

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:40 - 10:01 <b>BLOCK 1</b>	8:40 - 9:36 <b>BLOCK 1</b>	8:40 - 10:01 <b>BLOCK 1</b>	8:40 - 10:01 <b>BLOCK 1</b>	8:40 - 10:01 <b>BLOCK 1</b>
10:01 - 10:11 <b>BREAK</b>	9:36 - 9:41	10:01 - 10:11 <b>BREAK</b>	10:01 - 10:11 <b>BREAK</b>	10:01 - 10:11 <b>BREAK</b>
	9:41 - 10:31 <b>FIT</b>			
	10:31 - 10:36			
10:11 - 11:32 <b>BLOCK 2</b>	10:36 - 11:32 <b>BLOCK 2</b>	10:11 - 11:32 <b>BLOCK 2</b>	10:11 - 11:32 <b>BLOCK 2</b>	10:11 - 11:32 <b>BLOCK 2</b>
11:32 - 12:17 <b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>
12:17 - 1:38 <b>BLOCK 3</b>	12:17 - 1:38 <b>BLOCK 3</b>	12:17 - 1:38 <b>BLOCK 3</b>	12:17 - 1:13 <b>BLOCK 3</b>	12:17 - 1:38 <b>BLOCK 3</b>
1:38 - 1:45 <b>BREAK</b>	1:38 - 1:45 <b>BREAK</b>	1:38 - 1:45 <b>BREAK</b>	1:13 - 1:16	1:38 - 1:45 <b>BREAK</b>
			1:16 - 2:06 <b>FIT</b>	
			2:06 - 2:10	
1:45 - 3:06 <b>BLOCK 4</b>	1:45 - 3:06 <b>BLOCK 4</b>	1:45 - 3:06 <b>BLOCK 4</b>	2:10 - 3:06 <b>BLOCK 4</b>	1:45 - 3:06 <b>BLOCK 4</b>

### What is FIT?

At the beginning of 2021-2022, all VSB secondary schools adopted a schedule that provided students with a 50-minute block of Flexible Instructional Time (FIT) twice per week (on Tuesdays and Thursdays). The purpose of the FIT block is to provide students with an opportunity to:

- Meet with teachers for support and guidance related to specific course content
- Collaborate with other students or teachers
- Work on assignments and projects related to a specific course
- Work on Career Education 8, 9, 10, or 12 goals and course content

### Student Expectations for FIT

- Focus on learning
- Students must be working on schoolwork or silent reading
- Students must be in a classroom or shared learning space (the library and cafeteria will be available for a limited number of students who are working in quiet collaboration)
- Have a plan for the time
- Have all materials required to work effectively and efficiently
- Remain in the selected learning space



## STUDENT FILLABLE SCHEDULE

**Semester 1: September 6, 2022 – January 31, 2023**

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>BLOCK 1</b>	8:40 - 10:01	8:40 - 9:36	8:40 - 10:01	8:40 - 10:01	8:40 - 10:01
<b>BREAK &amp; FIT</b>	10:01 - 10:11 <b>BREAK</b>	9:36 - 9:41	10:01 - 10:11 <b>BREAK</b>	10:01 - 10:11 <b>BREAK</b>	10:01 - 10:11 <b>BREAK</b>
		<b>FIT 9:41 - 10:31</b>			
		10:31 - 10:36			
<b>BLOCK 2</b>	10:11 - 11:32	10:36 - 11:32	10:11 - 11:32	10:11 - 11:32	10:11 - 11:32
<b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>
<b>BLOCK 3</b>	12:17 - 1:38	12:17 - 1:38	12:17 - 1:38	12:17 - 1:13	12:17 - 1:38
<b>BREAK &amp; FIT</b>	1:38 - 1:45 <b>BREAK</b>	1:38 - 1:45 <b>BREAK</b>	1:38 - 1:45 <b>BREAK</b>	1:13 - 1:16	1:38 - 1:45 <b>BREAK</b>
				<b>FIT 1:16 - 2:06</b>	
				2:06 - 2:10	
<b>BLOCK 4</b>	1:45 - 3:06	1:45 - 3:06	1:45 - 3:06	2:10 - 3:06	1:45 - 3:06

**Semester 2: February 3, 2023 – June 29, 2023**

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>BLOCK 1</b>	8:40 - 10:01	8:40 - 9:36	8:40 - 10:01	8:40 - 10:01	8:40 - 10:01
<b>BREAK &amp; FIT</b>	10:01 - 10:11 <b>BREAK</b>	9:36 - 9:41	10:01 - 10:11 <b>BREAK</b>	10:01 - 10:11 <b>BREAK</b>	10:01 - 10:11 <b>BREAK</b>
		<b>FIT 9:41 - 10:31</b>			
		10:31 - 10:36			
<b>BLOCK 2</b>	10:11 - 11:32	10:36 - 11:32	10:11 - 11:32	10:11 - 11:32	10:11 - 11:32
<b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>	11:32 - 12:17 <b>LUNCH</b>
<b>BLOCK 3</b>	12:17 - 1:38	12:17 - 1:38	12:17 - 1:38	12:17 - 1:13	12:17 - 1:38
<b>BREAK &amp; FIT</b>	1:38 - 1:45 <b>BREAK</b>	1:38 - 1:45 <b>BREAK</b>	1:38 - 1:45 <b>BREAK</b>	1:13 - 1:16	1:38 - 1:45 <b>BREAK</b>
				<b>FIT 1:16 - 2:06</b>	
				2:06 - 2:10	
<b>BLOCK 4</b>	1:45 - 3:06	1:45 - 3:06	1:45 - 3:06	2:10 - 3:06	1:45 - 3:06

## JOHN OLIVER MISSION STATEMENT

John Oliver Secondary School seeks to develop the intellectual, emotional, and physical potential of all students, in order to enable them to appreciate their own worth and the worth of others, and to function responsibly and effectively in a changing society.

## SCHOOL HISTORY

Prior to 1912 South Vancouver young people who wanted further education after passing the high school entrance examinations had to attend classes in one of the two Vancouver high schools then in existence, King Edward or Britannia.

On May 28, 1912, South Vancouver's Inspector of Schools recommended to the School Board that a High School be established in South Vancouver. The Board accepted the recommendation unanimously and on August 13, the Inspector appointed Mr. J.T.E. Palmer, a teacher at King Edward, to be principal of the new high school. In September 1912, South Vancouver High School came into existence.

In October 1919, a committee was in full agreement that the building of a high school was imperative for the amelioration of present high school conditions. It was decided that the school be built at the south end of Wilson Park.

The new high school, John Oliver High School, was officially opened on January 21, 1921. The Honourable John Oliver, then Premier of the province, was invited to open the new school named in his honour. This 1920 building, with added classrooms, stood until December 9, 1959, when a disastrous fire destroyed it.

By 1926 enrolment was over 900 and a second unit of eight rooms was built to the west of the main building on 43rd Avenue. This building was for years known as "the Matric building" and later students referred to it as "the barn." September 1950 saw the opening of a splendid new three storey building on 41st Avenue. The east wing, with classrooms, auditorium, shops, and cafeteria, was erected in 1954. A music room was then added to the school the next year.

In 1965, a technical education wing was opened. Provision was made for a greatly expanded library in 1970. In 1989, the cafeteria was completely modernized, and went into full operation in November, winning high praise from staff and students.

## JOHN OLIVER TODAY

John Oliver is a school of over 1000 students, grades 8 through 12, with a broad spectrum of curricular offerings. We have a teaching staff of over 100 teachers with a large support staff. The student population and the surrounding community is culturally and ethnically diverse

### John Oliver COURAGE and COURAGE Code of Conduct

The *COURAGE Code Of Conduct*, is intended to foster an environment of communication built on individual effort and mutual respect among students, teachers, and administrators, with the common goals of achieving progress, development, and success.

The John Oliver Code of Conduct applies while at school, at a school related activity, or in other circumstances where engaging in the activity might have an impact on the school environment (including on-line behavior that negatively impacts the safe, caring or orderly environment of the school, and/or student learning).

Our Students, Staff and Parents developed the COURAGE code to extol the values that we expect the John Oliver Community to strive for:

#### **Compassion:**

Have Empathy for everyone in your school and in your community. Acknowledge how people in our community have different lived experiences.

#### **Optimism:**

Think positively because there is a solution to every problem. Have a positive open mind when viewing other cultures and learn about other views before making opinions.

**Unity:**

Come together as one community and embrace our differences, supporting other's opinions and ideals.

**Responsibility:**

Own up to your actions and choices and be aware of the consequences. Have the courage to admit if you are wrong, take responsibility and make amends.

**Adaptability:**

Adjust to change and step out of your comfort zone to experience life. Understand that change happens and that you need to be able to embrace that change positively.

**Gratitude:**

Recognize that there is always something for which to be thankful.

**Engagement:**

Support each other and actively participate in the community, in school, and in your own life. Getting involved and demonstrating courage sometimes requires discomfort, and that leads to growth.

**Relationship to the BC Human Rights Code:**

It is expected that all members of the John Oliver Community have the right, under the BC Human Rights Code, to an environment that is free of discrimination, harassment, bullying, cyberbullying, intimidation, and violence, either physically or psychological. **Racism will not be tolerated at John Oliver Secondary.**

**John Oliver School does not tolerate:**

- Physical Violence, intimidation or threats including cyber-bullying
- Possession and/or use of illegal or restricted drugs including alcohol, cigarettes, or e-cigarettes
- Transport or possession of any weapon, potential weapon, or simulated weapon
- Verbal abuse, profanity, racist or sexist language
- Plagiarism, vandalism, and theft
- Defiance of school authorities

(This list is not inclusive and aligns with the VBE District Code of Conduct with respect to Student Responsibilities Administrative Procedures 350)

**Consequences and Disciplinary procedures:**

Student discipline takes place in the context of informed decision-making and is learning focused to prevent a recurrence of the offense.

Administrations will consider many factors including the age and maturity of the student, social capacity, learning needs and prior related events when determining consequences for actions that violate the Code of Conduct. It is expected that as students move through the grades, they will develop increasing personal responsibility and self-discipline.

Disciplinary action, wherever possible, is restorative, rather than punitive. Other possible consequences may result in a disciplinary record, suspension, transfer, or a combination of these consequences. Special considerations may apply to Students with special needs that are unable to comply with the Code of Conduct due to an intellectual, physical, sensory, emotional, or behavioral nature.

**Suspensions:**

In accordance with the School Act, Sec.85 (2) (ii) and (d), the Board authorizes the principal or designate of any school in district to suspend a student from attendance at school for up to five days.

Suspensions may be for the following reasons:

- Because a student is willfully and repeatedly disrespectful to a teacher or to any other employee of the Board carrying out responsibilities approved by the Board.
- Because the behavior of the student breaches the District Code of Conduct or other policy and/or has a harmful effect on others or the learning environment of the school;
- Because the student has failed to comply with the School Code of Conduct

Suspensions over 5 days are made in consultation with the appropriate Director of Instruction as per the District Student Code of Conduct, AP 350. As per AP350 6.7.1 an educational program must be provided.

**Notification:**

The principal or designate has the responsibility to inform other parties of serious breaches of the code of conduct. These parties may include staff, parent(s) of student offender(s), parent(s) of student victim(s), school district officials, police, and/or other agencies, as required by law and/or all parents. The school will ensure that reasonable steps are taken to prevent retaliation against a student who has made a complaint of a breach of the Code of Conduct.

**DIGITAL CITIZENSHIP – A CODE OF CONDUCT**

Digital Citizenship is having the knowledge, skills and attitude needed to demonstrate responsible, respectful, and safe behaviour when using technology or participating in digital environments.

John Oliver's **Digital Code of Conduct** reflects, and is in accordance with, the school's "J Code", the district's policies regarding student conduct, and the province's **BC Human Rights Code**.

**Acting Responsibly:**

- I will demonstrate ethical behaviour in the digital world just as I would in the real world.
- I will use technology in an appropriate manner.
- I will make appropriate digital decisions by committing myself to a high standard of conduct and procedure.
- I will act to NOT break any laws or rules dealing with the use of technology.
- I will follow the established rules surrounding technology and take responsibility for my actions.

**Acting Respectfully:**

- I will respect myself and others through my actions.
- I will demonstrate respectful digital etiquette.
- I will not use technology in a harmful, degrading, or inappropriate manner.
- I will be respectful of school and peer technological resources and be considerate in their use.
- I will model good digital behaviour.

**Acting Safely:**

- I will act safely in the digital world to prevent disruption or harm to myself and others.
- I will work to have a balanced, healthy lifestyle relationship with technology.
- I will protect myself and others by reporting digital abuse of people and property.
- I will ensure the privacy of my own information.

**JOHN OLIVER STUDENT ACADEMIC HONESTY POLICY**

John Oliver Secondary School aspires to develop honest, ethical, and accomplished students, capable of being responsible citizens in Canadian society.

Students' educational achievement and abilities in their subjects of study should reflect honestly acquired knowledge, competencies, and skills.

Students who participate in any dishonest activities that undermine the integrity of their educational achievement at John Oliver are serving neither their own nor society's best interests.

The staff and administration at John Oliver Secondary are committed to ensuring that the integrity of student educational achievement is maintained.

**Examples of dishonest activities include:**

- looking at another student's exam papers prior to or during an exam
- bringing concealed information into an exam
- acquiring and/or distributing an exam, or information on exam questions, that may be expected to be given by a teacher on a future occasion
- using electronic devices (Ex. phones, iPods) to access or distribute information for use during a test/exam, project, or presentation
- plagiarizing/copying material from other students, from the internet, from other printed material, from a tutor or from other resources without appropriate referencing
- helping others to cheat on assignments, tests, exams, or other schoolwork

- altering or forging notes, documents, or grades

### **Consequences of academic dishonesty:**

If a student violates the school's Academic Honesty Policy, the student will be held responsible, and a range of possible consequences will be imposed. Such consequences may include a warning, or "0" for the work submitted, or tested with no re-submission; a denial of awards, scholarships, or letters; or a suspension or transfer from the school.

## **OTHER SCHOOL POLICIES**

### **ATTENDANCE**

Student attendance is a shared responsibility of parents, students, and staff. Parents have the responsibility to ensure their child's attendance at school and to communicate with the school regarding their child's absences or tardiness. Daily attendance in classes is crucial for success in school. Students are expected to report to classes on time – prepared to work and to participate. The school will track attendance daily and will update the MyEd Portal with this information. Regular attendance is essential for success in school regardless of the reason for absence, it is the student's responsibility to catch up on missed work. Excused absences due to illness and or other reasons must be verified with a note from parents/guardians, even if there has been phone notification of the absence.

Absence notes from parents/guardians must include the following information: **date and reason for the absence, parents/guardians' signature, and a contact phone number where the parent/guardian can be reached.** Any absence for which a note is not provided will be deemed an unexcused absence. Students are responsible for having each teacher sign the note and for returning it to the office.

The preferred method for reporting student absence would be via email at [JOAttendance@vsb.bc.ca](mailto:JOAttendance@vsb.bc.ca), alternatively you may phone the school office at 604-713-8938.

The school Messenger system will automatically notify parents/guardians of the name of the student and the class or classes missed. Parents/guardians may contact the school at any time to enquire about their child's attendance. Attendance does matter! Poor attendance can lead to the student failing the term or year in any given class and can have a negative effect on their high school career. Students in senior grades (Grades 11 and 12) may be asked to leave the school and pursue other educational options. Parents/guardians are asked to work with the school in helping students to become responsible attenders. This may require coming to the school to meet with counsellors or administrators.

Students who need to leave school during the day for illness or appointments must sign out at the office.

### **EXTENDED ABSENCE**

John Oliver expects that all students will be in regular attendance from September to June. Absence from school limits student achievement and progress. Extended absences may lead to course failures and to the loss of student timetables as we cannot guarantee that a place can be held for the student. The decision to take students out of school for vacations or family visits is a family decision. Teachers are not able to provide extra work or engage in repeating instruction or extra tutoring. Class time is important, and it is not possible for the teacher to make up for the time the student has missed.

## **COMMUNICATION**

### **SCHOOL WEBSITE: [johnoliver.vsb.bc.ca](http://johnoliver.vsb.bc.ca)**

Our website is our first line of up-to-date information for students and parents. Student achievement, special events, and activities are highlighted. We encourage all students and parents to check the school website often for informational updates and celebratory messages. Please follow our school Twitter account [@JO\\_school](https://twitter.com/JO_school)

### **SCHOOL ANNOUNCEMENTS**

PA notices are read every morning. We do not interrupt classes during the day with student messages; only very urgent messages are referred to appropriate staff members.

### **SCHOOL MESSAGING**

We will be sending home important messages via phone message and email. Please ensure that your email address is up to date so that you will receive these important updates.

### **STUDENT TELEPHONE**

A student phone is available in the Main Office.

## LEARNING SUPPORT AND INFORMATION

### ELECTRONIC DEVICES

Staff and students at JO believe maintaining a respectful atmosphere is important to academic achievement and citizenship. Such beliefs apply to electronic devices as well. While mobile devices can be an enhancement to learning, the misuse of electronic devices can be a significant disruption to a student and the learning environment. During instructional time, students may use their devices with **teacher permission and must respect classroom rules outlined by the teacher.**

Electronics at school **may be** used for

- learning purposes
- research
- note taking
- personal planning

During instructional time students **must not**:

- disrupt other students or staff members, or the learning environment
- become personally distracted from their own learning when using mobile devices
- bring mobile devices into exams (cell phones are **NOT** allowed during ANY test, exam, or examination room)

During non-instructional time students **may** use electronic devices if they:

- respect the rights of others
- do not disrupt the learning environment

**Students may NOT photograph; video or audio record any class activity without the teacher's approval. Students may NOT photograph, or audio record any student or staff member without their permission. Images or recordings may not be shared/published/posted in any format without the permission due to privacy concerns**

Students who do not use electronic devices as expected will be dealt with by a staff member. If necessary, an administrator may become involved.

### FIELD TRIPS

Occasionally, a portion of the transportation costs of field trips may be assessed to students participating in the field trip. However, no student will be denied the opportunity to participate in a required field trip because of cost. Students who are unable to pay the fees should contact their counsellor.

### SCHOOL FEES

The basic School Fee for all grades is \$30. This fee includes Students' Council activities, events, clubs, intramurals, and the Student Handbook. The School Yearbook is optional and is an additional \$50. School fees can be paid online through School Cash Online <https://vsb.schoolcashionline.com/>. Grade 12 students pay an additional \$100 to cover the costs of the school leaving ceremony and other items such as the Graduation Composite Photograph, cap and gown, and other ceremonial costs.

Some elective courses have additional fees to cover the cost of supplemental supplies and materials. No student will be denied participation in such courses because of lack of funds. Students who are unable to pay the fees should speak to their counsellor.

### LOCKERS

Every student is provided with a locker to store personal belongings and school supplies. Valuables should not be brought to school, or they should be left for safe keeping in the office. Lockers are NOT secure. Neither the school nor the Vancouver School Board has insurance to cover the loss by theft or damage of texts, library books, or personal property of students.

All students must purchase a heavy duty lock from the school for their hallway lockers and are encouraged to purchase similar locks (\$15) from the school for their Physical Education class.

In September, students will reserve their own locker by registering their school purchased lock and locker details in the Online Locker Management System, <http://jo.lockerassignment.com/>. No student is to share a locker with another student. These measures are to ensure greater locker security. A repair cost may be levied if a locker is damaged or defaced.

### TEXTBOOKS

Students receive textbooks directly from the subject teachers at the beginning of the school year. The care and maintenance of these books is the responsibility of each student. Subject teachers will check and assess books at



least once during the school year. Students must pay the cost of replacing lost, or stolen books, and repairing damaged ones.

### **LEARNING COMMONS (LC) (Library)**

The John Oliver LC is here to provide a dynamic learning environment for class and individual study. Teacher-Librarians (TLs) can help with finding information, locating books, using databases, and creating citations using the MLA 8 format. One may access the collection by using the desktop icon or [library.vsb.bc.ca](http://library.vsb.bc.ca). There is a wide collection of material available for curriculum learning and recreational reading, including fiction, graphic novels, non-fiction books and e-books. Students may borrow 5 books at a time for 2 weeks. Students can log-in to the library site, renew the books and search the catalogue.

The LC is open before school, at break and during lunch. Students may use the desktop devices for learning, provided they follow the user agreement (Ex. no gaming etc.).

### **VISITORS**

Visitors on legitimate school business should contact the school and make appointments to see teachers, counsellors, or administrators. All visitors must report to the main office and sign in.

### **STUDENT PHOTOGRAPHS**

Student photographs are taken in September. All students are photographed at no charge for a Trans Link Go Card. Students may purchase photograph packages from the school photographer. Cost is based on the type of package purchased.

### **SCHOOL YEARBOOK**

The school yearbook is a record of student activities for the current school year. All students will have their pictures included in the yearbook, which is distributed at the end of June. It must be ordered and paid for in advance or will not be available to the students. The cost is \$50.

### **HOMEWORK**

#### **The student's Role:**

- to complete homework tasks to the best of their ability
- to make sure they understand the homework and ask for help from the teacher when necessary
- to manage time and materials (Ex. Bring home necessary materials, bring homework back to school, communicate any problems to teacher)

#### **The Teacher's Role:**

- to provide clear, purposeful, and challenging homework that reflects the instructional plan for the class and is developmentally appropriate for the students' different abilities and circumstances
- to provide a balance of open-ended, creative and practice activities
- to give clear, explicit instructions and feedback
- to teach skills necessary for successful homework completion (Ex. materials organization, time management, problem solving)

#### **The Family's Role:**

- to help your student plan their time to complete assignments in manageable stages
- to communicate directly with the teacher when necessary
- to provide a suitable environment and regular time for working at home
- to monitor and encourage student's progress and homework completion
- to establish a balance between homework and other activities

## **EMERGENCY PROCEDURES**

### **FIRE**

#### **At the sound of the alarm:**

- Students are to leave the building in an orderly and quiet fashion so that instructions can be heard
- The last person out of the classroom and school should close the door
- Students are to remain in class groups with their teachers and move away from the exits and off the driveways so as not to impede fire trucks and other emergency vehicles
- Students are not to re-enter the building until they hear a 3-bell signal or P.A. announcement to do so. Upon re-entry, students are to proceed quietly to their classrooms

## **EARTHQUAKE**

**In class procedures;** Students will:

- Immediately DROP AND TAKE COVER under desks or tables
- Turn away from windows
- Assume crash position. The Crash Position is - on knees, head down, eyes closed tightly, hands clasped on back of neck or head covered with book or jacket
- Count aloud to 60 and remain in sheltered position
- Be silent and listen for instructions

**Out of class procedures and procedures for physically disabled students;** noon-hour, between periods, before and after school, in gymnasiums, in changing rooms, in auditorium or in cafeteria, Students will:

- Immediately DROP AND TAKE COVER with books or jackets held over head. Clasp hands behind neck and cover side of head with arms. Physically disabled students will stay in wheelchairs and cover heads
- Move to an interior wall and turn away from windows, shelters, or heavy objects such as lockers that may fall
- Assume crash position. Except for physically disabled students who will cover their head if possible
- Stay still until shaking stops. Count aloud to 60
- Be silent and listen for instructions. Do not leave building until instructed to leave

Please Note: An Emergency Procedures Manual is provided to all staff and is available to students and parents/guardians upon request. This Manual provides immediate procedures for all teachers, staff, and students in the event of an emergency from an earthquake, and other dangerous incidents.

## **GETTING INVOLVED**

### **STUDENTS' COUNCIL**

Students' Council consists of representatives from each grade, and executive officers: president, vice-president, treasurer, secretary, and PR/media relations. Many student activities are organized throughout the year by the Students' Council. The 2022/2023 Grade 8 representatives will be elected in September.

### **ATHLETICS**

John Oliver Athletics offers a variety of sports for inter-school competition under the principles and regulations of the Vancouver Secondary Schools Athletics Association (VSSAA) and BC School Sports (BCSS). Each year, sports offered in the prescribed seasons of play (dependant on student sign-up and coaching availability) may include:

#### **Fall Sports**

Girls Volleyball  
Girls Field Hockey  
Junior & Senior Boys Volleyball  
Boys Soccer  
Juvenile & Bantam Boys Rugby  
Cross Country

#### **Winter Sports**

Boys Basketball  
Girls Basketball  
Wrestling

#### **Spring Sports**

Badminton  
Girls Soccer  
Junior & Senior Boys Rugby  
Bantam/Juvenile Boys Volleyball  
Track & Field  
Tennis  
Girls Softball  
Ultimate

#### **Year-Round**

JO Block Club  
JO Officials Club

Students are encouraged to participate in the JO Athletics Program as student-athletes, team managers, game officials, and/or as spectators supporting the teams. Students may also have access to the weight/fitness room each term. Sign-up and organizational meetings occur at the beginning of each season. The JO Block Club is made up of students, organizing/volunteering at athletics events and recognizing the participation of students in the JO Athletics Program.

## **CLUBS AND SERVICE GROUPS**

There are many interesting clubs to join at John Oliver! The Clubs Booklet is a compilation of all the clubs that are active. If you need more information about an existing club or how to start a new one, speak to a Students' Council member or the staff sponsor/s.

## **BAND AND CHOIR**

John Oliver has a fine reputation for its music programs. The Band and Choir provide musical entertainment at various school functions throughout the year. Get involved in the music program. John Oliver Music - Music on the Move!

## **AWARDS**

The school's award program is designed to encourage students to participate and excel in areas of academics, electives, athletics, fine arts, and service. Students are recognized at year end award ceremonies with a variety of crests, certificates, and pins.

## **GRADUATION AWARDS**

Graduation awards, scholarships, bursaries, and prizes are presented at the school leaving ceremony. These awards recognize outstanding achievement in scholarship, fine arts, athletics, and service. Many of the awards are presented by community service groups who are interested in recognizing and supporting the work of young people in the community.

## **GRADUATION REQUIREMENTS**

Students require a minimum of **80 credits** to graduate.

Of these 80 credits:

- At least 16 credits must be at the Grade 12 level, including a required Language Arts 12
- At least 28 credits must be elective course credits
- 52 credits are required from the following:
  - Career-Life Education (4 credits), and Career-Life Connections (4 credits)
  - Physical and Health Education 10 (4 credits)
  - Science 10 (4 credits), and a Science 11 or 12 (4 credits)
  - Social Studies 10 (4 credits), and a Social Studies 11 or 12 (4 credits)
  - A Math 10 (4 credits), and a Math 11 or 12 (4 credits)
  - A Language Arts 10, 11 and a required 12 (12 credits total)
  - An Arts Education 10, 11, or 12 and/or an Applied Design, Skills, and Technologies 10, 11, or 12 (4 credits total)

In addition, students must also complete three graduation assessments:

- The Grade 10 Graduation Numeracy Assessment
- The Grade 10 Graduation Literacy Assessment
- The Grade 12 Graduation Literacy Assessment

### **Career Life Education:**

For 2019/20 and beyond, the following career education courses will be used in all BC schools:

- Career Life Education
- Career Life Connections

Students on the B.C. Graduation Program will be able to meet the career education graduation requirement with any of the following combinations:

- Planning 10/Graduation Transitions
- Planning 10/Career Life Connections
- Career Life Education/Graduation Transitions
- Career Life Education/Career Life Connections

## **STUDENT SERVICES**

### **COUNSELLING SERVICES**

The school counsellor is a person who is professionally trained in guidance and counselling. The counsellor shares with teachers, parents/guardians, and administrators a responsibility for helping students find their stay at John Oliver a rewarding and worthwhile experience.

Our counselling centre is located on the second floor. Students are encouraged to drop in and talk with the counsellors.

Students wishing to make an appointment with a counsellor should leave a note in the counsellor's letterbox in the main office or drop into the counselling centre before school, at lunch, or after school.

### **Education and Academic Counselling**

- Selection of courses and program planning
- Graduation requirements
- College or University entrance requirements
- Student concerns regarding courses

### **Career Counselling**

- Exploration of values, interests, abilities, needs
- Establishing career goals
- Exploration of related occupations

### **Personal Counselling**

- Confidential discussion of personal concerns

### **Referrals**

- Counsellors will provide appropriate referrals after consultation with other school system services or non-school agencies

### **LEARNING SERVICES**

Some students require additional support in order to be successful in school. These students receive a variety of services depending upon their learning needs. All students are welcome to attend teacher organized tutorials if they need help completing their homework. For further information about the support available, please see your teacher or counsellor.

### **CAFETERIA**

John Oliver's teaching cafeteria offers a varied and nutritious menu for staff and students within a commercial-sized kitchen. Culinary Arts classes cook and serve meals, which range in flavours from all around the world. The cafeteria is entirely wheelchair accessible and is open daily during Breaks and Lunch Break, accepting debit, credit and cash.

### **SCHOOL NURSE**

A Public Health Nurse is available for consultation through the South Community Health Office located at 6405 Knight St. (Knight & 49th), telephone 604-321-6151. The nurse is available at the school to discuss questions about birth control, pregnancy, STIs, stress, smoking, healthy eating, adjusting to life in Vancouver and any other health concerns. Vision, Hearing, Immunization and Dental Check-ups can be arranged through the nurse. She has information about free health clinics where ALL students can get help.

### **FIRST AID**

Student first aid needs, illnesses and health emergencies should be reported to the Main Office. A qualified first aid attendant is always on call from 8:00am-3:30pm, Monday through Friday. **Students who are not feeling well enough to stay at school should report to the Main Office. Students are excused only after a parent/guardian has been notified.**

A quick reminder to all that with so many of our students and staff having respiratory or allergy concerns, JO is a "scent free zone". Your co-operation with this is greatly appreciated.

## COMMUNITY RESOURCES

### 1. HEALTH CARE SERVICES

BC Nurse Line (nurses, dieticians & pharmacists 24/7)	<b>811</b>
Doctors accepting new clients	604-733-7758
CH Primary Care Central Intake	604-263-7377
Dental Services	604-675-3981
MSP Health Coverage Plan ( <a href="http://health.gov.bc.ca/msp/">health.gov.bc.ca/msp/</a> )	604-683-7151

### 2. YOUTH CLINICS

Youth Clinics are free and confidential. Services include free birth control, STI testing, diagnosis and treatment, pregnancy testing and referral, and mental health counselling

<b>Knight Street Youth Clinic</b>	604-321-6151
6405 Knight Street	
Mon. 2:00-4:30pm and Thur. 3:30-6:00pm	
More locations and hours available at <a href="http://vch.ca/youthclinic">vch.ca/youthclinic</a>	

### 3. EMERGENCY

Crisis Line <a href="http://youthinbc.com">youthinbc.com</a>	<b>911</b>
Kids Help Phone <a href="http://kidshelpphone.ca">kidshelpphone.ca</a>	604-872-3311
Poison Control Centre	1-800-668-6868
	604-682-5050

### 4. ALCOHOL AND DRUGS

JO SACY worker	<a href="http://vsb.bc.ca/sacy">vsb.bc.ca/sacy</a>
24-hour Information & Referral	604-660-9382
Addiction Services	604-215-3990
Concurrent Disorders (Mental health and addiction)	604-255-9843
Alateen & Alanon (cessation support)	604-688-1616
Quit Now (tobacco cessation)	1-877-455-2233
Odyssey II	604-879-8853
Watari (counselling & support)	604-438-3755

### 5. SEXUALITY INFORMATION & SUPPORT

VCH Youth Clinics	<a href="http://vch.ca/youthclinic">vch.ca/youthclinic</a>
Options for Sexual Health ( <a href="http://optionsforsexualhealth.org">optionsforsexualhealth.org</a> )	604-731-7803
Sex Sense Line	1-800-739-7367
BC CDC STI Clinic (testing & treatment)	604-660-6161
Gay/Lesbian/Transgender/Bisexual Support <a href="http://gmunity.ca">gmunity.ca</a>	604-684-5307
Transgender Program	604-734-1514
Call Out LBGT25Q (community & engagement)	1-877-515-3668
Incest/Sexual Abuse Centre	604-874-2938
Sexual Assault Service (VGH)	604-875-4995
WAVAW Rape Crisis Centre	604-255-6344
Vancouver Rape Relief	604-872-8212

### 6. EMOTIONAL & MENTAL HEALTH

Safer (Suicide Support)	604-675-3985
Child/Adolescent Response Team (urgent assessment)	604-874-2300
VCH Mental Health Intake Line	604-675-3895
Kelty Resource Centre <a href="http://keltymentalhealth.ca">keltymentalhealth.ca</a>	1-800-665-1822
Here to Help (mental health and substance use)	<a href="http://heretohelp.bc.ca">heretohelp.bc.ca</a>
Family Services (Counselling)	604-731-4951

Ministry for Children and Families

604-660-9376

**7. EATING DISORDERS**

Dial –a-Dietician

**811**

VCH Eating Disorders Program

604-675-2531

BC Children’s Hospital

604-875-2345

**8. POLICE & LEGAL**

Crimestoppers

604-669-TIPS (9477)

Victim Services

604-717-2737

Legal Aid Services

604-601-6000

**9. MULTICULTURAL SUPPORTS**

Immigrant Support Services

604-684-2561

Mosaic

604-254-9626

Success

604-684-1628

**10. COMMUNITY LINKS**

South Vancouver Youth Centre

604-325-2004

The Red Book (database of BC agencies and services)

[redbookonline.bc211.ca](http://redbookonline.bc211.ca)

BC Government Health

[healthlinkbc.ca](http://healthlinkbc.ca)