St. Thomas Aquinas Catholic Secondary School

Grade Level Assembly

St. Thomas Aquinas Admin Team

Principal: Mrs. Moro

Vice Principal: Ms. Carroll (A-L)

Vice Principal: Mr. Duffy (M-Z)

Vice Principal: Ms. Giardina (IB)

Daily Schedule – Be on time!

WARNING BELL	**8:20 AM**
Period 1	8:25 am – 9:40 am
Period 2	9:45 am – 11:00 am
Period 3	11:05 am – 12:20 pm
Period 3 Lunch (A)	11:05 am – 11:45 am
Period 4	11:50 am – 1:05 pm
Period 4 Lunch (B)	12:25 pm – 1:05 pm
Period 5	1:10 pm – 2:25 pm



Compulsory School Attendance (Education Act, s. 21)

- **Mandatory Attendance:** Every child who turns 6 years old on or before the first school day in September must attend school on **every school day** until they reach 18 years of age (s. 21(1)).

- **Legal Duty:** Students are required to attend classes continuously unless formally excused under provincial legislation or board policy.

Attendance – Student Expectations

- Students are expected to be in class while in the school.
- Breaks from class should be limited.
- Students should not be wandering the hallways or gathering in the washrooms with friends.
- Students should not enter any classroom that is not their own.

Academic Consequences & Sign-Out Requirements

- To avoid academic consequences related to missed instructional time parents/students must strictly follow the board and school absence protocols:
- **Advance Sign-Out Required:** Students must be signed out in advance to avoid academic consequences.
- **Parental Care During Absence:** Students who are signed out must leave the building and remain in the care of a parent or designated person outside of the school for the duration of the absence. Students in the building will be marked truant.
- **Timely Absence Reporting:** All absences must be reported in advance or on the day of the absence through the **School Messenger** system.
- **48-Hour Resolution Window:** Any unapproved or unexcused absence must be addressed on the day the student returns to school, and no later than **within 48 hours** of the absence.
- **Main Office Sign-In / Sign-Out Procedure:** All students must adhere to official school protocols by physically signing in and out at the Main Office whenever they arrive late or leave the building during school hours. Ex: feeling ill throughout the day.
- Students are not allowed to sign themselves in our out

Attendance - Unexplained Absences

- The day following an unexplained absence, the teacher will direct the student to the office.
- The vice principal will meet with the student and discuss progressive discipline.
- Parent/Guardian will be informed.
- **Unexplained absences will impact your grade**

Absences and Lates

- 1 to 5 Absences:
  - Teacher discusses effect of absences on performance with student.
  - Teacher to contact home and the vice principal.

- Lates
  - For lates less than 20 minutes, students report to class.
  - For lates greater than 20 minutes, students report to the attendance office.
  - On the 5th late, the teacher will call home. On the next late, you will be sent to meet with your VP



Washroom Passes and Hallways

- Only ONE student allowed to leave for the washroom at a time and will need a washroom pass that is designated for that classroom.
- Every floor has its own colored lanyard and pass to identify what floor the student should be on. Students should not be using level 2 washrooms if they are in room 304.
- There are 2 male and 2 female washrooms on every floor to be used.
  - **Level 3- Red**
  - **Level 2- Yellow**
  - **Level 1- Green**
- Commissionaire, teachers and VP's will be checking that students have their designated pass on them in the hallways.
  - No students in hallways on their lunches.
  - All e-learning students must be in the library.

Lunchtime Expectations

- Students are to be in the cafeteria, library or out.
- Students are not to be on the 3rd or 2nd floors during lunch hours.
- Washrooms on the first floor is to be used only during lunchtime. If you do have a washroom pass you because you are on your lunch you must use the first floor washroom.

Code of Conduct

- HCDSB Code of Conduct
- **Students** are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others, and for the responsibilities of citizenship through acceptable behaviour.
- Respect and responsibility are demonstrated when a student:
  - comes to school prepared, on time and ready to learn
  - shows respect for others and for those in authority
  - refrains from bringing anything to school that may compromise the safety of others
  - follow the established rules and takes responsibility for his or her own actions

Respect All Members of our Community

- School consequences will result when inappropriate behaviour occurs on school property, during school events, or if an event occurring off school property affects the climate of the school.
- Zero tolerance for alcohol, drugs, fighting, racial slurs.
- Students who do not report to the office as directed by a staff member will receive a consequence, including a possible suspension
- Students that do not give their name or give a false name to a staff member will receive a consequence, including a possible suspension.
- When in doubt – report to the office.
- You must follow the direction of all staff (Teachers, Custodians, Secretaries, Guidance, EAs, Lunchroom supervisor, Commissionaire, and Admin Staff). Failure to do so may lead to a school consequence.

Racism, Discrimination and Bullying

- Policy II-40 Bullying Prevention and Intervention
- Behaviour can take different forms: physical, verbal, social or electronic (cyber bullying).
- Will not be tolerated in any form.
- Remember that Social Media posts are PUBLIC.
- DISRUPT any and all Racism, Discrimination, and Bullying. Please report any/all concerns to a caring adult in school or at home.
- The school board is developing a form for students to report a hate or bias motivated incidents.
- Reporting Tool

Online Reporting Form for Incidents Involving or Impacting Students

This reporting tool is for non-emergency reporting. It is not monitored 24 hours a day.

If this is an emergency, please contact 911. Any criminal activities may be reported to Halton Regional Police and/or Crimestoppers.

If you are a student looking for additional supports, you may contact any of the following::

- ROCK Virtual Walk-In. Hours: Monday, Tuesday and Wednesday from 9am-4:30pm. Call 289-266-0036
- ROCK Crisis Line: 905-878-9785
- KIDS HELP PHONE 1-800-668-6868 or text CONNECT to 686868
- Black Youth Helpline 1-833-294-8650,

PURPOSE

Students or their parents/guardians are encouraged to report an incident to a trusted adult at school (e.g. School Administration, Teacher, Child and Youth Counsellor, Social Worker, Chaplain, etc. Students or their guardians may choose to report an incident using the Online Incident Reporting Tool below.

This form is for students or their parents/guardians to report a hate or bias motivated incident and/or a bullying incident involving or impacting HCDSB students, either as victims, witnesses, or alleged perpetrators. (Procedure VI 102 Responding to Hate or Bias Motivated Incidents Involving or Impacting Students; PPM 144 Bullying prevention and intervention; PPM 145 Progressive discipline and promoting positive student behaviour).

A hate or bias motivated incident is a non-criminal action (does not involve violence, threats or property damage) committed against a person or property that is motivated in whole or in part by hate and or bias based on membership in a Code Protected ground such as race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, age, disability,

School Uniform Policy

- We proudly represent our STA community at school and outside school by wearing the full uniform.
- Hoodies and non-uniform sweatshirts, and STA clubs/teams shirts that were purchased cannot be worn in the school or in class. No exceptions.
- This includes from the time of arrival to the end of period 5, including **lunch periods,** spares, hallways and the library
- McCarthy Uniforms is our uniform provider.
- School Uniform Policy can be found on the school web page.
- Shoes can now be any colour, however need to be closed-toe,closed-heel. NO CROCS, NO SLIDES, NO SLIPPERS, NO BIRKENSTOCKS .

















NEW!!
Multi-Factor Authentication (MFA)

- Students who wish to enable MFA can access setup instructions at:

  Multi-Factor Authentication (MFA) – Optional for Secondary School Student

- **What is MFA?**
  - MFA adds an extra step when you sign in. After entering your password, you may be asked to: Approve a sign-in on your phone, or Enter a short code sent to you. This helps protect your account even if someone else knows your password.
- **Is MFA required?**
  - No. **MFA is completely optional** for high school students.

New!!! Google Domain Name

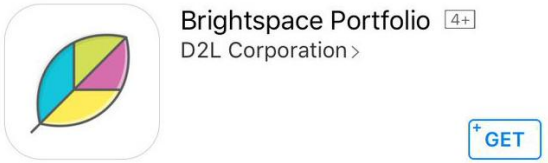
- What's Changing?
  - Staff and students will begin signing in to Google Workspace services using a new Google username format: Students: <username>@students.myhcdsb.org

- What's Not Changing?
  - Google Workspace tools (Drive, Docs, Classroom, Gmail, etc.) will remain the same.
  - All existing files, emails, and content will remain intact.
  - Existing school-based Google email addresses (e.g., <username>@gobluego.ca) will remain
  - There will be no loss of data.

E-Learning Students

- If you have an e-learning class, you are expected to be in the library. You cannot be in the cafeteria or hallway.
- E-learning students are also expected to be in uniform while in the school.





Lockers

- Each student has been assigned a locker; no sharing of lockers.
- Keep them clean and organized; discard any garbage (food) immediately.
- Do not leave your lock unlocked or keep your lock inside your locker. It should be locked to protect you and your belongings.
- Admin will be bolting lockers without a lock.
- Contact the office if you have forgotten your locker combination or need a new lock (replacement cost: $10)

Exterior Doors and Visitors

- Exterior doors will be kept locked all day with the exception of the main doors
- Do not prop open doors →they are locked for safety purposes.
- DO NOT go to any other school during the school day.
- Visitors are not permitted on our property unless previously approved.
- Any visitors to our school (including parents/guardians) must sign-in at the main office
- Unwanted visitors may be issued a trespass letter.

Drills and Evacuations

- Multiple and varied drills throughout the year.
- Take all drills seriously; they could save your life.
- Remain calm and follow the instructions of staff.
- Remain silent.
- During a lockdown, if out of classroom – seek shelter or stay out of sight.
- Turn off all electronic devices – the school will notify parents – call 911 only if you have vital info.

Smoking/Vaping/Electronic Cigarettes/ Chewing Tobacco



- The Smoke Free Ontario Act makes it illegal to vape, smoke on school property
- Students are prohibited from vaping, smoking, using chewing tobacco, or drugs on school buses, in school buildings, on school grounds, in vehicles parked on school grounds, as well as during school activities, including field trips and sporting events.
- Students who commit a smoking/vaping infraction will meet with administration to discuss progressive discipline consequences.
- Repeated infractions may lead to school suspension and/or a ticket ($300) from the Public Health Department Inspector

Electronic Devices

- Policy I-43 Use of Technology and Digital Citizenship
- To be used for educational purposes – always follow the direction of the classroom teacher and school administration with respect to the use of electronic devices in the school.
- School is ***not*** responsible for lost or stolen devices.
- Return borrowed devices to your teacher the library on the same day that you signed it out.
- You are responsible for the device while you have signed it out

Respectful use of Electronic Devices

- Respect all privacy laws.
- Students are not permitted to record or take photos of anyone in the school without their knowledge or consent
- Students who take photos or video at school of other students or staff members without their consent may face progressive discipline up to and including suspension
- Students who record video or take photos of any incident/altercation in the school may face suspension

Cell Phone Use In Class

- Students are expected to comply with Policy I-43 Use of Technology and Digital Citizenship and the Code of Conduct. Students are not permitted to use cell phones during class unless directed by the teacher.
- **Students must leave their cell phone in their locked locker**. If a teacher invites students to use their phone for a lesson, students will retrieve their phone from their locker and place it in a pouch when not in use.
- Please refer to the email sent by HCDSB regarding PPM 128 – Provincial Code of Conduct and School Board Codes of Conduct.

Academic Honesty

- It is the responsibility of students to be academically honest in all aspects of their schoolwork so that the marks they receive are a true reflection of their own achievement.
- Academic dishonesty is a serious offense, and it is imperative that students understand what it entails and its potential consequences

Food Allergies/Medical Concerns/Cafeteria

- Sabrina's Law
- We have students with life threatening allergies to peanut and other tree nuts.
- Do not bring any food containing peanut or any tree nut to the school.
- Anyone with a medical condition (such as Asthma, Diabetes, Anaphylaxis, or Epilepsy) that has not completed the necessary paperwork, please make sure information is updated electronically by parents.
- School bags not permitted in the cafeteria.
- Food delivery services may only be delivered during lunch periods and drivers must be met outside the building (they are unapproved visitors). **Students are not permitted to leave class to pick up an order.**



Community Behavior during lunch and after school

- Be respectful in the school community.
- Students are easily identifiable in the school uniform.
- Be aware of your language and your environment when in the public domain.
- Bad news travels very quickly.
- Information usually gets relayed to us in the office.

Busing

- Extension of the school – same expectations
- Privilege not a right
- Must be on the registered list to ride the bus
- haltonbus.ca

Cars and Parking

- Dangerous driving is a serious offense
- Drive carefully and safely in the parking lot and surrounding areas.
- Driving a car onto school property is a privilege not a right – if necessary, the administration reserves the right to refuse property access to a vehicle and even trespass a vehicle from the property
- **Must register your car and obtain a parking pass from the main office.**
  - **Register for parking here**
  - Students must park in the rear spaces by Rebecca Street
- Ensure you are parked in student parking
- While walking in the parking lot, be aware.

Fighting/Violence/Weapons

- Under no circumstances should one student strike another student. This includes punching, kicking, shoving, slapping, or throwing an object.
- Whether intentional, playful, or otherwise, these actions will not be tolerated and will result in school consequences.
- Students are not permitted to bring weapons of any kind into the school. This includes multi-tools (i.e. Swiss Army Tools) that have blades in them and replicas (of any sort).

ATHLETICS

FALL

- Cross Country
- Senior Boys Football
- Junior Boys Football
- Senior Girl's Basketball
- Junior Girl's Basketball
- Senior Girl's Field Hockey
- Junior Girl's Field Hockey
- Junior Boy's Volleyball
- Senior Boy's Volleyball
- Varsity Boy's Baseball

WINTER

- Bantam Boys Basketball
- Junior Boys Basketball
- Senior Boys Basketball
- Curling
- Junior Boys Hockey
- Varsity Boy's Hockey
- Varsity Girls Hockey
- Alpine Ski and Snowboard
- Swim Team
- Senior Girl's Volleyball
- Junior Girl's Volleyball
- Bantam Girl's Volleyball
- Junior Badminton
- Senior Badminton

SPRING

- Senior Girl's Soccer
- Junior Girl's Soccer
- Senior Boy's Soccer
- Junior Boy's Soccer
- Track and Field
- Varsity Girl's Rugby
- Girl's Slow Pitch
- Junior Tennis
- Senior Tennis
- Varsity Boy's Lacrosse
- Girl's Touch Football
- Ultimate Frisbee

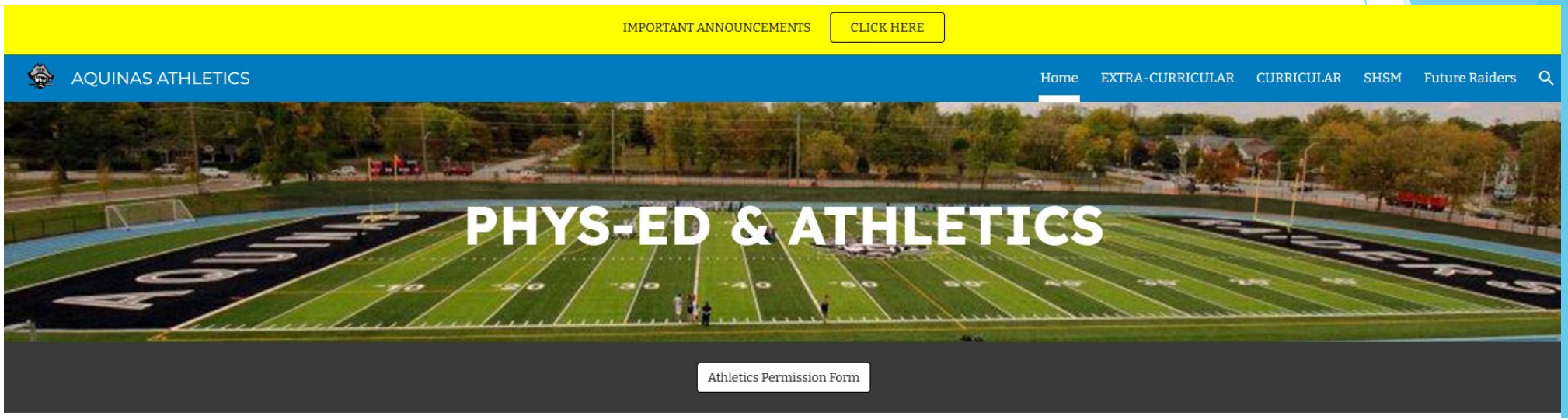
Get Involved in Co-Curricular Activities!

Clubs / Teams / Committees

- Student Council
- Black Student Union
- Eco Team
- HOSA
- Social Justice
- Development and Peace
- Girls Who Code
- Global Aid Club
- Culture of Life Club
- PAC
- Book Club
- Jr & Sr Mock Trial
- Breakfast Club
- French Club
- Creative Writing Club
- Concert Band
- Tech Crew
- Jazz Ensemble
- STA Singers Club
- Representation Matters
- Astronomy Club
- MUN
- DECA
- Debate Club
- Chess Club
- Running Raiders
- Table Tennis Club
- Black History Month Club
- Best Buddies
- Robot Garage
- Acoustic Guitar Club
- IB Buddies Program
- Athletic Council
- BWEG – Board Wide Equity Group
- Math Club
- Dance Club
- Raiders Thrive
- Theatre Aquinas Drama
- STArt Council
- Rock Club
- Rotary Interact

STA Athletics Website

- https://sites.google.com/my.aquinas.me/athletics/home?authuser=0



The Department of Health and Physical Education at St. Thomas Aquinas in Oakville is committed to promoting the physical, mental, social and spiritual development of its students in the pursuit of academic excellence.

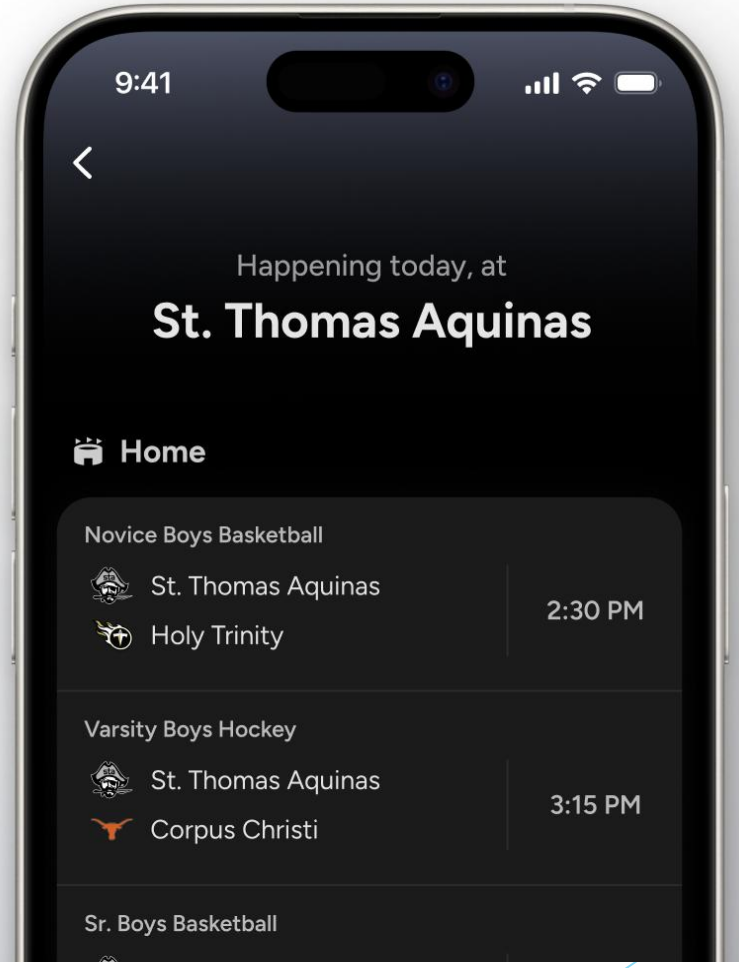


Student-built sports app

Project Latus

Download on the App Store

GET IT ON Google Play



STA Locker Room Rules

1. Food, chewing gum, and beverages are not permitted.
2. **Lock all valuables in locker.**
3. DO NOT leave towels, clothing, and other personal items at the end of class/activity.
4. DO NOT stand on the benches.
5. DO NOT leave litter. Use bins provided to dispose of waste.
6. Flush toilets after use.
7. DO NOT wash shoes/cleats in the sink.
8. **Students who are NOT in a PE class or changing for a team/activity are not permitted in the changerooms. Those found in the changerooms when they do not have a class or practice/game, defacing or damaging the locker room will face consequences.**

PLEASE RESPECT THE SPACES WE SHARE

Open Door Policy

- You are always welcome to come and speak to your administrators, Mrs. Moro, Mr. Duffy, Ms. Carroll or Ms. Giardina. Please come to the main office and ask to speak to them or send them an email to set up a time.
- You can also reach out to your teachers, CYC, social worker, or chaplain.
- Students are welcome to conversations where they can feel comfortable to share anything, anytime.

Support at STA:

- Student Services
- Student Success
- Special Education
- Chaplain
- IB Department
- Social Worker
- Child and Youth Counsellor
- Teachers
- Custodian
- Coaches
- Administration (Principal and VPs
- Secretaries
- Educational Assistants
- Commissionaire
- Cafeteria Supervisor

If you are unsure who to go to—just ask!
Relationship building is important:
we can't help if we don't know!

Be informed, stay connected



- **STA Website & STA app**
  - sta.hcdsb.org
- **Instagram**
  - staoakvillehcdsb
- **YouTube**
  - STA Oakville

Have a Fantastic Semester Raiders!

