



Welcome to Rosemere High School!

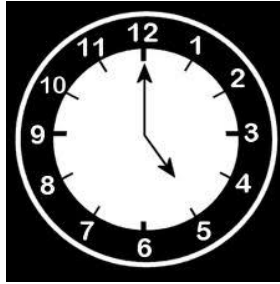
Students and their parents are asked to review the Rosemere High School student handbook to ensure a clear understanding of our rules, procedures, policies and expectations. This process is essential as we strive to improve communication with the home and provide for the safety and security of our school community.

It is our hope that your years at Rosemere High School will be both memorable and rewarding. We encourage you to get involved and participate in school life, be it athletics, the arts, or the many clubs and activities that exist at RHS.

Our best wishes for a great year in 2026-2027,

Karen Lorenz, Principal  
Sarah Trace, Vice Principal  
Amber Bressi, Vice Principal  
Nopie Tzotzis, Vice Principal

**R H S**  
**Respect ~ Honesty ~ Service**



## **RHS DAILY SCHEDULE**

<b>Period 1</b>	<b>7:45 – 9:00</b>
<b>Recess</b>	<b>9:00 – 9:10</b>
<b>Period 2</b>	<b>9:15 – 10:30</b>
<b>Recess</b>	<b>10:30 – 10:40</b>
<b>Period 3</b>	<b>10:45 – 12:00</b>
<b>Lunch</b>	<b>12:00 – 12:55</b>
<b>Period 4</b>	<b>1:00 – 2:15</b>
<b>Bus Departure</b>	<b>2:25</b>

*Education is for improving the lives of others and for leaving your community and world better than you found it.”*

*- Marian Wright  
Edelman*

# Code of Conduct

2026-2027

**R**<sub>ESPECT</sub>

**H**<sub>ONESTY</sub>

**S**<sub>ERVICE</sub>

**The code of conduct is available to every student and parent on the Clic École app and on our school website. Students and parents should read and observe its contents. Ignorance of the school code of conduct will not be an acceptable excuse for failure to live up to the stated expectations. This Code of Conduct is not an exhaustive list of all the do's and don'ts at Rosemere High School. Administration reserves the right to deem whether a given behaviour is appropriate or not.**

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***BASIC EXPECTATIONS:***

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Students and school staff have the right to evolve in an environment that is conducive to learning and development, and in a setting that is respectful, considerate, welcoming, tolerant, secure, healthy and inclusive in which cooperation, mutual aid and attentiveness are shared values.

Students have the duty to always show civility towards other students and school staff, respect authority and their learning environment, and develop positive behaviours that favour the involvement of students in their academic success.

Students must conduct themselves in a civil manner and, more specifically:

- Respect the authority of school staff and the rules of the school, including those of the classroom;
- Act and communicate with other students and school staff in a respectful, courteous and polite manner always, irrespective of the communication method used;
- Refrain from committing any acts of intimidation or violence;
- Use a formal form of address when speaking to school staff;
- Use the title “madam” or “sir” or “Miss” or “Mr.” to address school staff;
- Respect the reputation and privacy of other students and school staff, by obtaining their consent and the consent of the person having parental authority over the student or the student’s tutor, as applicable, before capturing images or recording voices, and by using social media appropriately;
- Be diligent and punctual by respecting in particular the applicable schedules and deadlines;
- Take good care of school materials, infrastructures and equipment; and
- Comply with the school dress code, where applicable.

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### *ACADEMIC INTEGRITY*

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Doing your own work and acting with integrity helps make learning fair and meaningful for everyone.

- You are not allowed to:
  - ✗ Cheat on assignments, tests, or exams
  - ✗ Copy or steal someone else's words or ideas (plagiarism)
  - ✗ Make up or change research results
  - ✗ Help someone else cheat or let them copy your work
  - ✗ Give or receive help that the teacher has not approved
  - ✗ AI tools cannot be used to complete assignments, tests, or evaluations
  - ✓ AI tools may be used for research only, as long as your final work shows your own thinking, understanding, and effort
- Any student who does not follow these rules will receive a grade of 0 for the assignment.



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### *ALCOHOL, DRUGS, AND SAFETY*

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Alcohol and drugs are not allowed. Students may not possess, use, sell, share, show signs of having used, help sell, or ask others to sell alcohol or drugs. This also includes drug paraphernalia, or anything meant to be used for drugs.

These rules are in effect during the school day; on and off school property; and at all school-sponsored activities, events, and trips.

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## ATTENDANCE

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For all absences, it is the student's responsibility to find out what work has been missed and to get caught up by communicating with the teacher, checking on the Mozaik Portal or Google Classroom, and attending remediation.

Student who miss an evaluation for a valid reason (e.g. illness, appointment) will be expected to remain after school on a day scheduled by administration to complete the evaluation. The scheduled date will be communicated to the students' parents and transportation services will be available.



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## CLEANLINESS

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Everyone helps keep the school clean. Students are responsible for keeping the school clean inside and outside. Please use garbage and recycling bins for all litter.

- Food is not allowed on the synthetic field at any time.
- Respect school property.  
Vandalism, graffiti, or careless damage to school property is not allowed.  
Students and parents will be responsible for paying for any intentional damage.

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## DRESS CODE

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Rosemere High School respects students' rights to express themselves in the way they dress. All students who attend Rosemere High School are also expected to respect the school community by dressing appropriately for an educational environment.

Student dress will be the responsibility of the student and of the parents, within the following guidelines:

- Clothing should be clean.
- All students must wear shoes, boots or other types of footwear.
- Pajamas and house slippers are not appropriate for wear at school unless they are a part of a school sponsored activity.
- Winter coats/vests are not allowed in class.
- Ripped or transparent clothing (top or bottom) is not permitted.
  
- Articles of clothing with insignias or slogans that display information about alcohol, drugs, profanity, violence, or sexually suggestive slogans or drawings are not permitted.
- Students may wear hats and hoods in school but have to remove them if requested by their classroom teacher.
- Students should comply respectfully with any request by a staff member involving the dress code. When, in the judgment of administration, a student's appearance or mode of dress is considered inappropriate, the student will be required to change before attending any classes. Appropriate clothing may be provided by the school.
- **Physical Education Uniform:** Students are expected to change for all Physical Education classes and to wear appropriate footwear. Students are required to wear athletic gear (e.g. T-shirt and shorts, sweatpants, leggings and running shoes. No denim.)
  - Students should expect outdoor activities and bring a hoodie.
  - Students should not wear jewelery of any kind and wear their hair tied back.
- **Dance** class students must wear the following apparel to class: t-shirt or sweatshirt (round neck), tights, sweatpants or shorts.



**\*Administration has the final decision on whether certain attire is acceptable.\***

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## ELECTRONICS

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**Téléphones cellulaires et appareils électroniques personnels INTERDITS :**

- pour tous les élèves du primaire et du secondaire,
- de la première cloche le matin à la dernière cloche en fin de journée,
- sur tout le terrain de l'école.

**Cell phones and personal electronic devices PROHIBITED:**

- for all elementary and high school students,
- from the first bell in the morning to the last bell at the end of the day,
- throughout the entire school property.



Ministère  
de l'Éducation  
Québec



Cell phones and personal electronic devices are not allowed at school from 7:40 to 2:15 pm. This includes cell phones, headphones, and AirPods. These devices must be locked in your locker for the entire school day.

- If you are found using or carrying a device, your device will be removed and taken to the General Office.
- Students who repeatedly break this policy will have their device kept at school until a parent or guardian comes to pick it up.
- The school is not responsible for lost, stolen, or damaged devices. The safest place for your phone or device is at home.
- Misuse of technology is serious. It is strictly prohibited to use technology to:
  - ✗ Livestream or record others
  - ✗ Take photos or videos without permission
  - ✗ Threaten, ridicule, bully, or spread rumors
  - ✗ Post or share images/videos without permission

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## HALLWAYS

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- Pushing, shoving, rough play, running or shouting are not permitted.
- Excessive displays of affection are not tolerated.

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## HOMEWORK POLICY

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Success takes effort.

Students who want to do well are expected to work consistently and apply themselves.

Homework helps you:

-  Prepare for class discussions by reading and researching at home
-  Practice and improve skills learned in class
-  Review material and get ready for quizzes and tests

All assignments must be completed and handed in by the assigned due date.

Extra time is only for exceptional situations. In special circumstances, a teacher *may* allow more time, but this is at the teacher's discretion.

What to do if you need extra time:

- Meet with your teacher before the due date
- Bring proof of work already completed
- Suggest a new alternate due date

Missing the deadline has consequences.

If an assignment is not completed by the approved due date, the student may receive a grade of zero for that assignment.



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### *LEAVING CLASS OR SCHOOL EARLY*

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Dismissal from class is done by the teacher. Students may not leave class early or without teacher authorization.

All students, no matter their age, must sign out at the General Office if they need to leave school before 2:15 p.m.

To leave early, the General Office must receive permission from a parent/guardian in one of these ways:

- A written note signed by a parent/guardian
- A phone call from a parent/guardian to 450-621-5900 before the student's departure
- An early dismissal entered in the Clic École app

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### *LIBRARY*

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Each student new to RHS is provided with a personalized school ID card with his/her picture, which is also used in the library to borrow books.

Each student is responsible for all library materials checked out on his/her card. Students may borrow up to three books for a period of three weeks.

The library is a place to work – please be quiet and courteous and return borrowed material on time.

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### *LOCKERS & LOCKS*

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Each student will be assigned a lock and a locker for personal use during the year. Sharing of lockers is prohibited. Students are advised not to reveal their lock combinations to ANYONE.

If a student's lock is intentionally damaged, the student will have to purchase a new one from the school.

The locker remains the property of the school and the school reserves the right to search any locker when reasonable grounds indicate that the locker may contain anything that could violate sanitary or school rules or the law.

Gym lockers are only available for student use during the period they have gym or an activity. Students must bring their own lock for these lockers.

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## *PUNCTUALITY*

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Being on time means that you are in class, at your desk, with all the necessary materials when the 2<sup>nd</sup> bell rings.

For Physical Education and Dance class, being on time means being changed and in the designated gym or dance class by the 2<sup>nd</sup> bell. Students should use their recess time to change.

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## *PROHIBITED ITEMS AND ACTIVITIES*

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- All bags and purses must be kept in the student's locker at all times during the school day. This includes recess and lunch unless special permission is given by administration under particular circumstances (e.g. injury).
- Gambling of any kind is not permitted at school.
- Weapons (real or replica) are not permitted in school and the police will be involved in the interest of school safety.
- Laser pointers, lighters, water guns, firecrackers, caps, stink bombs/sprays, spray paint and other hazardous materials are not allowed on school property.
- Skateboards, long boards and rollerblades cannot be used on school property at any time.
- Students may not sell any items at school for personal gain.

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## *RESPECTING OUR COMMUNITY*

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To ensure student safety, positive community relations, and respect for our neighbours, the following expectations outline when and where students may leave school grounds and the areas that are off-limits during the school day.

- Students in Secondary 1 and 2 are NOT permitted to leave school grounds during school hours. This includes the morning bus arrival time, lunch time and afternoon bus departure time.
- Secondary 3, 4 and 5 students are permitted to leave school grounds but are expected to continue to represent the RHS values in the community.
- The local depanneur welcomes the business of RHS students, but students may only enter the depanneur two at a time and cannot loiter on their property.
- Students will not loiter on the private property of our neighbours in the community.
- Students will not visit Dog River or be found in the woods to the north of the football field.
- Students will not travel on Montee Lesage beyond Grand Cote.
- Students will not assemble at any public park in the area.
- Students will not visit the area around the Sir Wilfrid Laurier School Board or the back or front parking lots.
- Students using scooters will not loiter in their designated parking area.

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## *SMOKING & VAPING*

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Smoking and vaping in school and within 9 metres of school grounds is illegal. This includes all types of smoking devices, including electronic cigarettes. The school grounds include the football field on the northern side of Northcote and both the front and back parking lots.

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## *STUDENT SERVICES DEPARTMENT*

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The Student Services Department is made up of a group of caring, dedicated professionals and technicians who will listen to you and help you through your high school years. Every day we provide information, advice and assistance to students, staff and parents. You are always welcome to make an appointment to come and see us. Meetings are kept confidential.

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## *TRANSPORTATION*

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Cars, motorcycles and bicycles

- Students are to respect all the safety rules, including the one way entrance at the northeast side of the parking lot.
- The parking lots located at the back of the building (entrance from Montee Lesage) are intended for the use of school and board personnel. Students who own cars and drive to school may **NOT** park in these lots.
- Helmets must be worn by students who ride and park their bikes or scooters at school. Reserved parking is available for scooters in the front parking lot.

Changing school buses

- School buses are not to be confused with a public transit system. Careful consideration is given to the number of students allowed in each bus.
- Students may request a pass for a different bus at the General Office at lunchtime on the day the pass is needed.
- Passes may be refused for various reasons.

Public transit

- It is possible for students to obtain a student bus pass for reduced fare on city buses. The application forms are available at the secretary's office.

## CONFLICT, VIOLENCE OR BULLYING

Conflict	Violence	Bullying
Misunderstanding or disagreement between two or more individuals who do not share the same point of view, values or interests. There are no victims, even if the individuals may feel like they are losing. A conflict may be resolved either through negotiation or mediation.	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 (EA, s. 13).	Any repeated direct or indirect behaviour, comment, act or gesture, whether deliberate or not, including in cyberspace, 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 (EA, s. 13).
<b>Sexual Violence</b>		
The concept of sexual violence refers to any form of violence committed through sexual practices or by targeting sexuality, including sexual assault. It also refers to any other misconduct, including that relating to sexual and gender diversity, in such forms as unwanted direct or indirect gestures, comments, behaviours or attitudes with sexual connotations, including by a technological means (Act to prevent and fight sexual violence in higher education institutions [CQLR, c. P-22.1]).		
<b>Racism and Discrimination</b>		
<p><b><u>Racism:</u></b> A set of ideas, attitudes, and actions that aim to or result in the inferiorization of ethnocultural and national groups in social, economic, cultural, and political terms, thus preventing them from fully benefiting from the advantages granted to all citizens. (Concerted Action Plan 2020-2025)</p> <p><b><u>Discrimination:</u></b> Every person has a right to full and equal recognition and exercise of his human rights and freedoms, without distinction, exclusion or preference based on race, colour, sex, gender identity or expression, pregnancy, sexual orientation, civil status, age except as provided by law, religion, political convictions, language, ethnic or national origin, social condition, a handicap or the use of any means to palliate a handicap. Discrimination exists where such a distinction, exclusion or preference has the effect of nullifying or impairing such right. <i>Charter of Human Rights and Freedoms</i> section 10.</p>		

The list above is not exhaustive. It is intended to provide examples of various types of bullying and/or violence. \* As per LAW 19, please refer to the complete RHS' Anti-Bullying Anti-Violence (ABAV) Plan on the school's website.

### **REPORTING BULLYING AND/OR VIOLENCE:**

Any student who witnesses an act of bullying or violence has an obligation, as a responsible member of the school community, to intervene if the situation does not threaten their well-being, or to report the incident to school authorities.

An incident of bullying and/or violence can be reported verbally (in person or by phone) to any staff member or in writing (by email, by letter addressed to the school administration). The school will take the necessary measures to ensure confidentiality of all parties.

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## *CONSEQUENCES*

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Should any student at Rosemere High School not live up to these behavioural expectations they understand that they must accept the responsibility for their actions and the sanctions decided upon by administration. The sanctions will be determined based on the nature, gravity, frequency and recurrence of the rule violations and applied using a gradual approach. These include, but are not limited to:

<ul style="list-style-type: none"> <li>• Warnings</li> <li>• Behaviour reflection sheets</li> <li>• Removal of electronic devices</li> <li>• Restorative measures including:             <ul style="list-style-type: none"> <li>• Making a verbal or written apology</li> <li>• Repairing or replacing damaged property</li> <li>• Participating in mediation sessions</li> <li>• Performing community work</li> </ul> </li> <li>• Teacher-assigned detention</li> <li>• Teacher communication to parents</li> </ul>	<ul style="list-style-type: none"> <li>• Administrative communication to parents</li> <li>• Administrative detention</li> <li>• Meeting with an administrator</li> <li>• Suspension from extra-curricular activities, including field trips</li> <li>• Loss of bus transportation</li> <li>• After school or pedagogical day detention</li> <li>• Referral to the Student Support Centre</li> <li>• Meeting with parents</li> <li>• Suspension: internal or external</li> <li>• Request to SWLSB for expulsion</li> </ul>
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## *REASONS FOR IMMEDIATE SUSPENSION (INTERNAL OR EXTERNAL)*

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**In the event of:**

<ul style="list-style-type: none"> <li>• racism</li> <li>• discrimination such as Antisemitism, Islamophobia, Homophobia, etc...</li> <li>• gross disrespect</li> <li>• profanity directed at a staff member</li> <li>• violence</li> <li>• fighting</li> <li>• vandalism</li> </ul>	<ul style="list-style-type: none"> <li>• violation of certain clauses in the electronics policy</li> <li>• skipping class</li> <li>• leaving school grounds (Cycle 1 students)</li> <li>• consumption and/or possession of alcohol and/or drugs</li> <li>• failure to submit to any consequences given by an administrator</li> <li>• any behaviour that violates the civil or criminal code of Canada or Quebec</li> </ul>
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- Parents may be required to meet with administration prior to their son/daughter's return to school
- Students are restricted from all school activities during a suspension.

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## *PROMOTION POLICY*

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Every class is important and students are expected to take responsibility for their learning and always perform to the best of their ability.

For Secondary 1 and 2, the following conditions must be met in order to move up to the next level:

- Each student must earn a minimum of 26 credits. (Credits are calculated based on the number of periods in a 9-day cycle.)
- Each student must have an overall average of a minimum of 60%.
- Each student must pass at least 2 out of the 3 core subjects (English, Math, French)

The decision of the final placement of the student rests with the Principal.

For Secondary 3, 4 and 5, promotion is "by subject". To be promoted to the next level in any subject, a student must receive a final grade of 60% or higher.



<http://www.swlauriersb.qc.ca/schools/rhs/>



<https://www.facebook.com/rosemerehigh>



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