

F.H. Collins Secondary School

“Home of the Warriors”

**WELCOME TO
Grade 8
HANDBOOK**

2021/2022 School Year

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Welcome to F.H. Collins Secondary School “Home of the Warriors”

1001 Lewes Blvd., Whitehorse, Yukon Y1A 3J1 Telephone (867)667-8665

F.H. Collins Secondary School has an enrollment of 700 students. The school offers a broad range of academic opportunities in the English, Mathematics, Science, Social Studies, Business Education, Home Economics, Fine Arts, Technology Education, Physical Education, Languages and French Immersion areas.

Deciding what courses or academic path to take is not always easy, but these guidelines will help:

- Select courses that are mandatory for graduation
- Ensure that the prerequisite qualifications are met for your course or program requests
- Be careful and realistic when selecting your courses or programs. Courses with recommendation remarks are there for a good reason
- Select options that interest you and motivate you

Success is measured by more than academic achievement alone. Be sure to find out about the diverse extra-curricular possibilities in athletics, fine arts, social responsibility and other student activities. By getting involved in every aspect of your education, these upcoming years at F.H. Collins can be the greatest in your life-so-far.

STUDENT SERVICES

COUNSELLING

Counseling Services at F.H. Collins Secondary are designed as a support service for students and also as an advisory service and resource for teachers and parents. School counsellors provide the following services:

- assistance with program planning and course selection;
- information on post-secondary training and scholarships;
- assistance with study skills, time management, and tutoring;
- assistance with career planning;
- personal counselling to deal with social and emotional problems;
- liaison with special programs in the school;
- small group counselling based on common identified needs;
- liaison with the Yukon Secondary School Apprenticeship Training and the Entrepreneurship Centre.

Students, parents, and teachers may contact a counselor directly, or by appointment through the school office.

ALCOHOL AND DRUG COUNSELING

Every Tuesday and Thursday a counselor from Alcohol and Drug Services spends the day at F.H. Collins Secondary School. The counselor is available to meet with students or parents on an appointment basis and act as a resource person within the classroom and general school setting. We are fortunate to have this community-based service in our school.

EDUCATION SUPPORT WORKERS (ESW)

The ESW (Education Support Worker) is responsible for:

- providing support, guidance and counseling services to First Nation students;
- assisting teachers/staff with cultural/traditional events;
- providing liaison between students, parents, teachers/staff and the community.

LOCKERS

Students will be assigned a locker and a lock that they are required to use at all times for the security of their personal items and texts. At the end of the year the lock will be returned to be used by students the following year. Students are responsible for the care and cleanliness of their locker. **For security reasons, a school administrator may search a locker.**

WE RECOMMEND THAT STUDENTS DO NOT LEAVE MONEY IN EITHER THEIR HALL LOCKER OR THE GYM CHANGE ROOM.

Through the use of locks we hope that vandalism and theft can be reduced. The use of school locks also ensures that each student will have a serviceable lock. Only school assigned locks shall be used.

STUDENT SERVICES

ATTENDANCE

Please contact the office if your student will be absent, late or leaving early from school. All students must sign in at the office if they are late and sign out if they are leaving early.

Phone: 867-667-8665 or email: fhc-att@yukon.ca

NEWSLETTER

The F.H. Collins Newsletter is published monthly to inform students and parents of the wide range of activities within the school. The newsletter will accompany report cards and will be mailed home to parents/guardians.

OFFICE AND LEARNING COMMONS (library) HOURS

The school office hours are from 7:30 a.m. to 4:00 p.m. The school learning commons (library) hours are from 8:00 a.m. to 3:45p.m.

PHOTOGRAPHS

Student pictures will be taken during September. All students are expected to have their pictures taken for school identification photos and the yearbook.

SCHOOL FEES

Student activities and use of lockers/locks cost \$25.00. All funds are spent on students for student activities.

TELEPHONE

A telephone is situated in the main office. The telephone is not to be used during class time unless an emergency arises or a student is given permission through the office. **Cell phones** should never be on in classrooms.

VENDING MACHINES

Beverage dispensers for water and fruit juice are available in the school. Students may purchase beverages in the morning, prior to classes, at breaks, lunchtime and after school, **but not during class time**. Any profits from these dispensing machines are returned to the school to support student services.

SCHOOL WEBSITE

For more information about F.H. Collins Secondary School visit the school website
<http://www.fhcollins.ca/index.html>

Homework updates are posted regularly for grade 8's at:
<http://www.fhcollins.ca/homework.html>

LIBRARY/CAFETERIA

LEARNING COMMONS

The F.H. Collins Learning Commons is open daily from 8:00 AM to 3:45 PM. Our Learning Commons strives to support all patrons by providing a technology rich environment that fosters inquiry, collaboration, and creativity.

Along with the vast collection of print materials in French and in English, students also have access to a variety of resources such as: high speed internet, desktop workstations, iPads, graphing calculators, earphones, EBSCO digital databases, ebooks, etc. Our Learning Commons Teacher and Clerk are always open to offer guidance and support in areas such as: advanced research, references and citations, resource selection, technology troubleshooting, computer coding, robotics, etc.

Students are always welcome to use the FH Learning Commons as a place to read and relax. In addition, this space can be used by students to present their projects, record podcasts/iMovies, complete advanced research, attend expert presentations, work with their peers on a project, print their assignments, and obtain expertise from the knowledgeable staff.

F.H. COLLINS CAFETERIA AND FOOD SERVICE

The Cafeteria at F.H. Collins is available to students at morning break items available are freshly baked muffins, pastries, croissants, juices, milk, yogurt, fresh fruit, etc. In addition, we offer a full hot and cold lunch service for very reasonable prices. For example: hot and cold sandwiches, hot entrees, salads, cookies, home-made soups, buns, hot dogs and fries or salad, specialty sandwiches and salads, etc. are served daily. We are a Heart Smart cafeteria and as such, offer lower-fat alternatives every day. Our F.E.A.S.T. students, within their Foods and Nutrition and Cook's Training classes prepare the foods served. Foods' students also work as cashiers and food servers within the Cafeteria.

Lunch foods are announced daily in the morning announcements. The week's menu preview is posted on the glass window of the main Cafeteria entrance.

Students can purchase a \$20.00 meal card that is punched as it is used.

The cafeteria will be closed one day a week to allow students to undertake food preparation training without the pressures of operating the cafeteria. Student groups will offer a food alternative (i.e. pizza, etc.) on Wednesdays at lunch as a club fundraiser.

EDUCATIONAL SUPPORT SERVICES

LEARNING ASSISTANCE

Learning Assistance is available for students who are in need of help to succeed in their core subjects. One-on-one instruction and small groups are used to ensure success. A typical LA package could include any or all of the following:

- Assistance with test preparation, completing assignments, studying for exams, organization and time management skills.
- Remedial assistance in the areas of reading, spelling, math, and study skills.
- Advocacy for students' rights to school and community resources and programs including exam adjudication when necessary.

Students may obtain this service through referral by a teacher or parent to the School Based Team. In some instances the LA program would be beneficial throughout a student's path to graduation and typically students receiving LA have a regularly scheduled block of learning assistance in place of another subject.

TERRITORIAL RESOURCE PROGRAM

Students in this program have multiple and significant physical, speech, cognitive or sensory exceptionalities requiring completely individualized programming in a largely self-contained setting. Students are integrated into the social life of the school as much as possible and academic integration may or may not be part of a given individual's program depending on need. It is the philosophy of the program that parents or guardians, as the child's primary care givers, will be closely consulted in development and implementation of each student's I.E.P. Department of Education support staff are also included in this process, and are available on an ongoing, consultative basis to both staff and parents. Educational Assistants work with the guidance of the classroom teacher to assist in the implementation of program goals.

LEARNING STRATEGIES (Fundamental Courses)

This course provides academic and social support for students who are making the transition to FH Collins from other schools or communities. The content focuses upon English, math, social studies, and science. Students will also receive instruction on strategies for reading comprehension, writing, taking tests, and studying. Assistance in communicating with their teachers or other support will also be available as required.

EDUCATIONAL SUPPORT SERVICES

F.L.E.X. (FAR-REACHING LIFE EXPERIENCES)

The F.L.E.X. Program is based on the development of social and practical skills that enable the students to function in school and in their community. Our activities emphasize the development of social skills and enable students to practice these skills within the classroom as well as in the community. Students also develop practical skills such as money management, time management, listening skills, personal safety and motor skills. The students in this program function as members of a team; each member takes individual responsibility to become a positive participant.

Entry to this program is by referral through the Shared Resource Room Committee.

TEEN PARENT PROGRAM

The goal of this program is to facilitate achievement of high school graduation.

The Teen Parent Centre is for students who require additional support in the regular school system due to pregnancy or child care needs. Based at the supervised Centre, students can continue their education either in regular classes at the high school, or in self-directed courses such as those offered through **BC Learning Network on the Moodle Platform**, or in some cases, using the **Pro Active Curriculum**. **Prenatal classes are available through the Centre; as well, ongoing strategies and supports** for parenting and child care are required components of the program at the Teen Parent Centre. Application is made at the Centre or as a referral through high school counselors. Free daycare is provided at the Centre.

Note: An interview process is required for entrance into the program.

PATH TO HIGH SCHOOL GRADUATION

This framework outlines the required courses in each year.

Grade 8	Grade 9	Grade 10	Grade 11	Grade 12
English 8	English 9	(4)English 10	(4)English 11	(4)English 12
Socials 8	Socials 9	(4)Socials 10	(4)a humanities 11	(4) Career Life Connections 12
Phys. Ed. 8	Phys. Ed. 9	(4)Phys. Ed. 10	(4)a math 11	(4) _____ 12
Math 8	Math 9	(4)Math 10	(4)a science11	(4) _____ 12
Science 8	Science 9	(4)Science 10	(4) _____ 10/11/12	(4) _____ 10/11/12
Second Language 8	Second language 9	(4)Career Education10	(4) _____ 10/11/12	(4) _____ 10/11/12
Digital Literacy 8		(4) Fine Arts or Applied Skills 10/11/12	(4) _____ 10/11/12	(4) _____ 10/11/12
Fine arts 8 and or Applied skills 8	Fine Arts or Applied Skills 9/10	(4)Option	(4) _____ 10/11/12	(4) _____ 10/11/12
Leadership 8		Literacy Assessment Numeracy Assessment		Literacy 12 Assessment

***Some Universities and Colleges in Canada have a second language requirement at the Grade 11 level for admission requirements.**

FRENCH IMMERSION GRADUATION REQUIREMENTS

Yukon French Immersion students have to take all the French Immersion courses in grade 8 and 9 (unless they have special permission from the school administration).

To graduate with a diplôme de fin d'études secondaire en Colombie-Britannique, a student enrolled in a French Immersion Program must:

A- successfully complete the following:

- (i) Français langue seconde – immersion 10,
- (ii) Français langue seconde – immersion 11,
- (iii) Français langue seconde – immersion 12, including the Required Graduation Program Examination for this course, and

B- Earn at least 12 credits in Grade 10, 11, or 12 courses that are in French with at least 4 of those credits earned in courses at the Grade 11 or 12 levels.

Upon completion of the credit based graduation requirements in grade 12, a student who has met the above Immersion requirements will receive a Yukon French Immersion Certificate. As well, the student's transcript will state that the student has successfully completed the French Immersion requirements of the B.C. Ministry of Education.

**GRADE 8 PLANNING 2021/2022
COURSE SELECTION INFORMATION**

Required Courses:

English	Immersion Française
1. English 8	Français langue 8
2. Social 8	Sciences humaine 8
3. Science 8	Science naturelle 8
4. Math 8	Mathématiques 8
5. Phys Ed. 8	Education physique 8
6. French 8, Spanish 8, First Nations Language 8	English 8
7. Digital Literacy 8	Digital Literacy 8
8. Leadership 8	Leadership 8
9. Applied Skills 8, Fine Arts 8 or Band 8	Applied Skills 8, Fine Arts 8 or Band 8

Grade 8 Options:

Students will take 6 Options unless they are in Band

Please refer to the “APPLIED DESIGN SKILLS & TECHNOLOGY AND FINE ARTS OPTIONS SECTION” for the list of Options.

French Immersion Students must choose the options available in French.

School Supply List

- 2 binders – 1 inch, 3 ring (recycling/reusing binders will reduce costs)
- 10 binder dividers – colored or with colored tabs
- 6 page protectors
- loose leaf paper
- graph paper
- 3 holed pencil case
- 1 pack colored pencils
- H.B. pencils
- Ball point pens – black and/or blue
- erasers
- ruler – 3 holed
- 3 colored highlighters
- 6 assignment covers with spines
- geometry set including protractor and compass
- calculator
- USB memory stick

Additional Supplies by Course:

Physical Education

- 1 pair gym runners – no sandals
(non marking)
- 1 t-shirt
- 1 pair of shorts or sweat pants
- 1 towel and soap (optional)
- 1 gym bag (optional)

Options

- to be advised by individual
teachers as required

Student Fees

\$25.00 per student

APPLIED SKILLS & TECHNOLOGY AND FINE ARTS OPTIONS

Grade 8 choice blocks are to encourage students to have choice in exploring various electives in Applied Design Skills & Technology and Fine Arts. This consists of four sections rotating throughout the year depending on the availability of staff. Course offerings include the following options:

Foods 8 – Students will learn introductory food preparation practices, including elements of a recipe, techniques, and equipment. Additionally, they will learn about a variety of eating practices and local food systems.

Media Arts (Animation) 8 – Students will explore digital and non-digital media technologies in exploring story principles and genre conversations. Students will have the opportunity to explore their skills in Photoshop and Animation in a variety of projects.

Metalwork 8 – Students will be introduced to safety and basic shop practices that are used in the metal shop. Safety will be the main focus for all of the lessons and shop assignments/projects. Students will learn to use a variety of hand tools by completing different projects. We will discuss techniques and procedures for the metal shop. Students will be introduced to and use power equipment to complete their final project.

Power & Automotive Technology 8 – Students will be introduced to safety and basic shop practices that are used in the automotive shop. Students will get an introduction to hands on experiential learning in an automotive shop with an emphasis on safety.

Robotics 8 – Students will design, create and test robots in both autonomous and user-control settings. Students will learn about sensors, circuits and coding in a variety of design challenges and projects.

Woodwork 8 – Students will get an introduction to the wood working program at FH Collins. Students will work through two projects (practice block and half lap box) using mostly hand tools. Measurement, reading and building from plans, cutting, gluing and finishing are samples of the sort of experiential learning that will happen during this time. Power tools will be introduced with training on and use of drill press, band saw, and various sanding equipment.

Band 8 (Linear) – See Band description on the following page.

Arts 8 – Students will be introduced to visual arts through drawing and painting. Students will learn about the principles of design, form, colour theory, balance and value of art within society. Projects will include artistic traditions from diverse cultures, communities, times and places.

Drama 8 – Students will have the opportunity to express themselves through Drama! Students will learn about character, timing, expression, plot, as well as dramatic conventions and forms.

Outdoor Pursuits 8 - Outdoor Pursuits - students will be involved in educational activities and games, outdoors when weather permits.

Applied Science

In this course students learn how to apply science concepts to build or program various items. For example, students may be tasked with building a Rube Goldberg machine or programming an Ozobot. Applied Science is a fun option that allows students to explore science concepts.

BAND

Band – Beginning or Advanced levels (IMCB8)

F.H. Collins Secondary has a vibrant Band program that includes classes at all the grade levels. Students who choose to take band have classes every other day for the entire school year. Band (Beg. or Adv.) replaces four of the eight exploratory courses grade 8 students take throughout the year. Band students are able to **choose** the four exploratory courses they would like to take.

Beginning Band is an introduction to reading music and playing an instrument in a group setting. Students do not need prior musical experience to succeed in this course. The objective is to provide students with a sampling of how to play an instrument. **An information package outlining costs of instrument rental / purchase and further details is available in April; please contact the school if you have not received this package. Moreover, detailed information about Band 8 can be found at www.allcityband.com** Students new to Whitehorse and their parent(s) should meet with the teacher prior to registration. This course is offered on alternating days for the whole school year, so a solid commitment is necessary! Students are expected to spend at least 30 minutes, four days per week, practicing at home.

All students participate in three evening performances throughout the year and at an overnight Retreat (last weekend in March) as a part of this course. Evaluation is based on: individual responsibility / participation, practice, care and maintenance of their own instrument, individual playing tests, concert performance / behaviour and written music / theory concepts.

Instrument selection is made in September, after trying all the instruments first, with input into the choice from parent(s), the student and the Band instructor. Instrument selection is based on: hand / finger size, arm length, evenness of teeth, lip shape & size, breathing ailments, overall strength, self-discipline, music aptitude, pitch recognition, overall reading ability, past work habits and athletic ability. Arrangements can be made to go through the instrument choices before the end of the school year by contacting the school to set up a time with the band teacher. **Students interested in auditioning for percussion (drums, mallets instruments, etc.) or bass guitar are strongly encouraged to meet with the band teacher before the middle of June.**

Parents should be prepared to Rent or Purchase (over 30 months) a quality band instrument for as little as \$20.00 to as much as \$71.00 per month, depending on the overall value of the instrument selected. F. H. Collins Secondary has a limited number of certain instruments (such as oboes, French horns, tubas, baritones, trombones, clarinets, trumpets, bassoon and bass clarinets) available for those who cannot afford Rental instruments.

Students are expected to pay \$20.00 at the beginning of the course to cover the cost of two books (theory workbook and an individual Method Book provided for each individual instrument). Students using school-owned equipment (including percussionists) will be levied a \$10.00 per month/ user fee per school year to offset scheduled maintenance costs and depreciation. Parents are required to insure their borrowed or purchased Band instrument, as part of your home insurance policy, against damage or theft at their own costs, as well.

FREQUENTLY ASKED QUESTIONS:

Q: *I already play a Band instrument. Do I have to go into Beginning Band again?*

A: F. H. Collins is the only Whitehorse High School that offers grade 8 students an Advanced Level Band 8 option, so gifted Beginners can move up as their ability dictates and those individuals with higher skills can be accommodated with the Advanced class.

Q: *I don't think that my family can afford to get an instrument. Can I still be in Band?*

A: The school has a limited supply of instruments that can be used for the school year in these situations. No student will be turned away based on financial constraints. Please talk to the band teacher to see what can be worked out.

BAND

Q: *What if I don't know how to read music or play an instrument?*

A: Most students who are new to Band are total beginners to reading music and can't play any instrument. We start from the very beginning and learn all the skills required. Some students who do have a bit of musical knowledge ahead of time simply have an easier time learning the concepts at the beginning.

COMMENTS FROM BEGINNING BAND STUDENTS:

"I like being in Band because I get to have an experience that other people may be intimidated to try. I also get a different look at music, not the usual music I would listen to, but fun to play. I play an awesome instrument & get to make noise which is fun. I like to be able to make or do things that sound or look cool. I get to hang out with people that like different things too. I get to have a good time on Trips & see some of my friends from the other High School."

"I like Band because I get to meet new and interesting people! I also get to play interesting music and challenge myself."

"I take Band at school because I know the kids that are there feel the same about Music and learning as I do; they choose to learn lots and to have fun while they do."

"The counting and learning to read rhythms really improved my dance skills."

"Band is a lot of laughs and if you don't get it at first, it's easy to get extra help."



Frequently Asked Questions by Grade 8s

- 1.) **Q:** What school fees will I have to pay?
A: School fees are \$25.00 per student or \$50.00 per family. There may be project fees in Art, Band and Introduction to Technology Education.
- 2.) **Q:** How much homework should I do?
A: A minimum of 1 hour per night is recommended. If you do not have a specific assignment you should spend time reviewing course notes and preparing for tests.
- 3.) **Q:** What if I smoke?
A: Smoking is not allowed. You can be suspended if you smoke on the school grounds or in the school. Smoking cessation programs are available for students.
- 4.) **Q:** What if I need extra help with my courses?
A: Ask your subject teacher. Your teacher may also recommend help from the Learning Assistance teacher. There is homework help every day at lunch with more information to come on tutoring opportunities.
- 5.) **Q:** Can I join teams?
A: Yes. We have several sports teams - volleyball, basketball, badminton, cross country running, etc.
- 6.) **Q:** Do I share a locker?
A: No, the office will assign a locker and lock to each student.
- 7.) **Q:** What if I am away from school because I'm sick?
A: When you are away, you should get your parents to phone the school and let us know how long you will be absent. If you are going to be absent for one or two days only, you should phone a friend from your classes or check the F.H. Collins Secondary School Web Page at <http://www.fhcollins.ca/>
Check with your teachers immediately upon your return to school. We can arrange for homework if you are going to be absent for a longer period of time.
- 8.) **Q:** What if I have a problem?
A: There are counsellors available at all times. You could also see your Vice-Principal or your favourite teacher.
- 9.) **Q:** Where do I eat lunch? Do I have to buy lunch in the cafeteria to eat in the cafeteria?
A: Some students eat lunch in the cafeteria or other designated areas in the school, other students choose to go home for lunch. You can bring your own lunch or buy a nutritious lunch in the school cafeteria. The cafeteria is a seating area for all students, not just for students who purchase their lunches at the cafeteria. There are two microwaves in the cafeteria for students to reheat their lunches.

Specifics for Success in Secondary School

Classwork:

- 1.) Bring your equipment to class - pens, pencils, texts, binders, etc.
- 2.) Be on time for all classes.
- 3.) Make sure you get all of the notes given during class.
- 4.) When instructions are given, listen carefully.
- 5.) Participate in discussions, etc. whenever you can.
- 6.) If you don't understand the instructions, or the material, ask questions of the teacher!
- 7.) If you are being distracted by those around you, ask if you can move your seat.
- 8.) Get homework assignments in on time.
- 9.) If you are absent from a class:
 - make sure you catch up on missed work.
 - check with your teacher for assignments and / or tests you might have missed.
 - arrange for a student partner to advise you of any assignments, tests or test dates.

Note: Remember you can use the FHCSS Web page for homework information if you have been away for one or two days. Web address is ><http://www.fhcollins.ca/>

Organization:

- 1.) Keep your locker and binders tidy - it helps to be able to find your materials and information.
- 2.) Keep an agenda to record all homework, assignments, and tests. Carry it with you each day.
- 3.) Use a calendar at home to mark due dates for assignments and tests as well as important social dates. Use it to avoid conflicts.
- 3.) Plan ahead. Look to the week/ month ahead and decide which block of free time will be most convenient for your homework and studying, then try to stick to it.

Homework and Home Study:

Where to work:

- 1.) Choose a place that is quiet and, if possible, where you will be alone (no TV or music).
- 2.) Always use the same place.
- 3.) Sit at a table or desk. Beds, couches, etc. will tempt you to sleep or daydream.
- 4.) Save phone calls until after you have finished.

Homework:

- 1.) Check what has to be done that night and how long it will take.
- 2.) Break the work down into manageable chunks and schedule in short breaks.
- 3.) If you start to daydream or lose concentration take a short break then return for a fresh start.
- 4.) Have major assignments complete at least one day prior to due date.
- 5.) Place all completed work where you will remember to take it to school.

Home Study:

- 1.) This is the most difficult of all school work to discipline yourself to do because there is little to show for it until test time. However, did you know that unless you use or relearn the matter taught to you, you will forget 90% of it within five days.
- 2.) Review notes regularly, i.e. each subject at least once per week.
- 3.) Don't just read material, write it, say it aloud, highlight key points, and make notes, charts and mind maps for review.
- 4.) Test yourself regularly. As most tests are written, write down your answers.
- 5.) Build study guides for all of your subjects.
- 6.) Check with your subject teachers for specific ways to study their subjects.

In Summary

Profile of a Successful Secondary School Student

A successful student is not necessarily one who gets top marks, but one who is working to his or her potential capabilities.

A successful student will demonstrate the following characteristics:

- attends regularly,
- arrives punctually to school and classes,
- has complete notebooks and all necessary supplies for classwork and homework,
- has established a homework routine,
- is healthy, ready, and able to work; well nourished and well rested,
- is attentive in the classroom,
- participates in classroom discussions and activities,
- works in an organized and efficient manner in the classroom,
- collects work missed when absent,
- requests and budgets time for extra help when needed,
- gets involved in school activities which encourages a sense of belonging and recognition
- has realistic self-expectations and acceptance of capabilities and limitation,
- begins to take responsibility for own work, i.e. balancing work and play time,
- receives support from family members who have reasonable expectations,
- gets encouragement from friends who share reasonable expectations.

F.H. COLLINS SECONDARY SCHOOL INTERNET STUDENT USE POLICY

Our Internet access is a shared and limited resource. As such, students must restrict their use of Internet for educational purposes only.

It is imperative that students conduct themselves in a responsible, ethical, and polite manner while using the Internet. The following is a list of student responsibilities and guidelines for Internet use.

General Use Guidelines

1. Our Internet access is a publicly funded resource, and should be used in moderation. Please be aware that other users on our system may be wanting access to the network.
2. Using a school Internet account for illegal, inappropriate or obscene purposes or in support of such activities is prohibited. This includes **accessing**, communicating or downloading such material.
3. Student use of the Internet is restricted to research related to their curricular studies. Students are not permitted to play games, download files or print files that are not related to a specific school project.
4. Any use of a school Internet account for product and/or service advertisement or political lobbying is prohibited.

F.H.C. Student Research Guidelines

1. When researching a topic, students should start by examining the library's resource through the use of the card or periodical catalogue.
2. If sufficient information cannot be accessed through the library's general collection, then the student may ask permission to use the Internet.
3. You must check with your instructor before downloading a file or printing a document.
4. The research form can be used in the classroom at the teachers discretion but **MUST** be used in the library.

If a student intentionally attempts to access or successfully accesses, downloads or prints from an inappropriate Internet site, then his/her school Internet use privileges will be suspended for one school year.

I understand and agree to abide by the responsibilities and guidelines outlined above when using Internet at F.H. Collins Secondary School.

Student Name: _____ *Student Signature* _____

Parent/Guardian Signature _____