

Student Handbook

2025-26



155 Rosedale Ave, Halifax, NS

Phone: (902) 457-8960 Ext 0

Email: fvjh@hrce.ca

Website: [_ https://fvj.hrce.ca/](https://fvj.hrce.ca/)

Principal - Ian Stewart

Vice Principal - Christina Kempster

Vice Principal - Ian Cowan

School Counsellor - Robin Reid

School Counsellor- Carolyn Landry

Admin Asst. - Marina Romanova

Admin Asst.- Areej Syed

BELL SCHEDULE

7:50-8:10am	<i>Staff Supervision begins - Student Arrival & Lockers</i>
8:10am	<i>Anthem / Announcements</i>
8:10 - 9:10am	<i>1st Period</i>
9:10 - 10:10am	<i>2nd Period</i>
10:10-11:10am	<i>3rd Period</i>
11:10 - 12:20pm	<i>Lunch ---Students return from lunch & go to lockers</i>
12:20 - 1:20pm	<i>4th period</i>
1:20 - 2:20pm	<i>5th period</i>
2:20pm	<i>Dismissal - Staff Supervision</i>

FVJH EXPECTATIONS

School Expectations have been established to maintain a safe and positive learning environment where everyone feels respected.

Students are:

- to respect and appreciate the diversity of all school members and community.
- to accept personal responsibility for their behaviour
- to be courteous, respectful, and considerate always.
- to be respectful towards school property and the property of others.
- to attend regularly and be on time and prepared to learn - bringing your paper, notebook, pen, pencil etc. to school.
- to show respect for the safety and learning of others. For example, walking in an orderly manner in the hallways or using an appropriate volume while talking in the classroom and in the hallways.
- to be in attendance on the day of and in good standing in order to participate in extracurricular activities (dance, sports, clubs)
- to show digital citizenship when using technology, the internet, and social media.
- to use inclusive, kind, and respectful language.
- to always strive to do their best!

PROVINCIAL SCHOOL CODE OF CONDUCT POLICY

The Nova Scotia Department of Education and Early Childhood Development has established a province wide School Code of Conduct Policy. This policy establishes standards of behaviour for all schools. The provincial school code of conduct policy applies to all public schools and Regional Centres in the province of Nova Scotia. All student and school members in Nova Scotia are required to follow this provincial school code of conduct policy, which is governed by the Education Act.

- See our website <https://fvj.hrce.ca/> for the link.

PROVINCIAL HOMEWORK POLICY

- See our website <https://fvj.hrce.ca/> for the link.
- See the link for the Assessment and Evaluation Policy Here:

<https://www.hrce.ca/sites/default/files/2023-11/c.007-student-assessment.pdf>

LATES

All students are expected to be on time for school in the mornings and on time for all classes during the school day. Classes begin at **8:10am** in the morning and **12:20 pm** after lunch. Students who arrive late for school must report to the main office and sign in.

STUDENT SUPERVISION

Supervision at FVJH begins at **7:50am**. Students are not to be on school property before 7:50AM. Students are dismissed by teachers at **2:20pm** at which time they are to gather their belongings and leave the school property.

HOME AND SCHOOL COMMUNICATION

Throughout the year there will be regular communication between FVJH and the school community via emails, phone calls, school messenger, twitter(X): **@FVJH_official** and the school website <https://fvj.hrce.ca/> The school will be sending out communication via email to parents/guardians on a regular basis. It is important to inform the school if there is a change in email address as all communication goes to parents/guardians' email that we have on file in PowerSchool. If there is an emergency, you want to drop something off, your child is leaving early or you need to reach your child, we

ask that you please contact our main office at 902-457-8960 and press 0. We kindly ask that you do not text or call your child's cell phone during scheduled class time.

PARENT TEACHER SESSIONS

There will be one curriculum night for parents and two parent teacher sessions per year. Curriculum night will take place Sept 10, 2025 from 6:30-7:30pm

MEDICATIONS

The school does not provide or dispense any over-the-counter medication such as Tylenol or Aspirin for any ailments. Parents/Guardians of students with allergies or other health related concerns are required to complete forms at the beginning of each school year to ensure that the proper treatment may be administered in an emergency. If you require these forms, please contact the main office.

SCENT AWARE

We are a scent aware school as we try to maintain an environment that is healthy for everyone. Students are asked not to wear scented products to school. Many students and staff have severe allergies to "scents" and we want to keep everyone healthy and safe.

PEANUT / NUT/ BANANA allergies

FVJH is a nut aware environment. Only products designated as nut free should be brought to school. Many students and staff have severe allergies to nuts and we want to keep everyone healthy and safe.

We have staff with life threatening allergies to all parts of a banana. Bananas are not permitted.

CELL PHONE POLICY

Fairview Junior High's Cell Phone/Personal Mobile Device Expectations

- Cell phones are to be completely away, turned off and stored in lockers or backpacks.
- Cell phones are not permitted in classrooms, hallways, and bathrooms at any time.
- Personal mobile devices (air pods, headphones and smart devices etc) completely away, turned off at all times and stored in a locker or backpack.
- Pictures and videos are not permitted to be taken at school or on school property.

- Cell phones and Personal Mobile Devices are not permitted over lunch on school property.
- The Code of Conduct will apply to students who do not follow cell phone expectations

The purpose of this expectation is to minimize distractions and disruptions during learning time. When a student is not following the expectations, the following steps will be taken:

Incident Number	Administrative Action
• 1	Students will have to turn phone or personal mobile device into administration to be secured for the remainder of the day and parents/guardians will be notified.
• 2	Students will have to turn phone or personal mobile device into administration to be secured, parents/guardians will be notified. The parent/guardian will be responsible for retrieving the device from the school.
• 3	Continued misuse of cell phone or personal mobile device on school property will result in the application of the Provincial Code of Conduct.

Students are responsible for respecting the privacy of others and must not make others' personal information or images public. Students are not permitted to take pictures/videos/recordings unless authorized by school staff. The Nova Scotia Provincial School Code of Conduct will be applied to all students who use cell phones or personal mobile devices inappropriately or unexpectedly during the school day.

Students are not permitted to answer cell phones or respond to texts or other social media during school time. If there is an emergency, we ask you to please contact our main office at 902-457-8960 and press 0 or email the administration. Please take note that the office

phone can be busy but will be answered and monitored throughout the day. We kindly ask for your support and not to call or text your child's cell phones during scheduled class time.

LOCKERS and LOCKS

- Each student is assigned a locker and given a lock which is owned by FVJH. Locks are to be returned at the end of the school year.
- Students are not permitted to use their own locks.
- Keep your combination a secret. Do not tell anyone.
- Write your combination down in a safe place.
- Double check to make sure your lock is secure before walking away from your locker.
- Never leave your lock unattended.
- All valuables should be stored in a students' locker. FVJH is not responsible for lost, damaged or missing property.
- Students are allowed to go to their lockers when they enter the building in the morning at 7:50am, at the beginning and end of lunch and after the dismissal bell at 2:20pm.
- Use of lockers during class time is discouraged. If it is necessary to go to a locker during classes, the student must gain permission from staff.
- Locks and lockers are school property, and the office reserves the right to enter a student's locker at any time and may do so without student's permission.

VISITORS TO SCHOOL GROUNDS

- All visitors must report to the Main Office.
- Visitors must sign in at the main office and will wear a visitor's pass.
- Students currently not enrolled at FVJH are not permitted to be on school property during school hours.

SCHOOL CLOSURES / EARLY DISMISSAL / DELAYED OPENING

The Halifax Regional Centre for Education takes great care when making the decision to alter the normal operations of schools and school buses in the event of severe or inclement weather. HRCE makes the decision, and it is their goal to make the decision as close to 6:00 am as possible. A 6:00 am announcement could be:

- All schools are closed for the day; or
- Some schools (either individually or by family) are closed for the day; or
- All schools are open, but some or all busses are not operating for the day; or

- All schools are delayed in opening by 2 hours.

During days of inclement or stormy weather, parents and students can find out if FVJH (FVJH belongs to the Halifax West Family of Schools) is cancelled by:

- Check our website at www.hrce.ca
- Call our information line at 902-464-INFO (4636)
- Listen to your radio (All local radio stations are informed)
- Sign up to receive e-mail or text message notification of cancellations through HRCE

There are times when HRCE may decide to keep schools open but cancel bussing due to poor road conditions. As parents and guardians, please use your own discretion about sending your child to school. There are also times when students are at school and weather worsens. HRCE may decide to dismiss students early. In the event of an early dismissal, the decision will be communicated to all schools as close to 11:00 am as possible. Bussed students will be picked up 2 hours earlier than their regular dismissal time; and walking students will be dismissed at their regularly scheduled lunch hour.

What is School Messenger's Safe Arrival?

School Messenger's Safe Arrival is an absence-management system that improves student safety and makes it easy for you to let the school know about your child's absence. You are asked to report your child's absence in advance whenever possible using one of these convenient methods:

Interactive Toll-Free Phone

Call the toll-free, interactive telephone system at 1-833-582-6940. If the system does not recognize your caller ID, you will be asked to enter a phone number that the school has on record for you. Follow the instructions to report an absence.

School Messenger Through PowerSchool

Log into the Parent Portal of PowerSchool: <https://sishrsb.ednet.ns.ca/public/> If signing in for the first time, follow the instructions at the bottom of the page. Select the **School Messenger** link from the left-hand menu. Select **Attendance** from the menu, then select **Report an Absence**. Follow the prompts.

App

Download the School Messenger app for Android and iOS devices. Sign up using your PowerSchool username (full email address) that the school has on record for you. Click on **Attendance** and follow the prompts. Absences can be reported in advance, up to the start of the school day on the date of your child's absence: 24 hours/day, 7 days a week. For any school day during the current school year. When an absence is reported or updated, you will receive a confirmation notice by email. If you don't report your child's absence in advance, the automated notification system will try to contact you. This may include an email, text message, and phone call. You will be asked to confirm your child's absence. **When I call the phone and follow the prompts, the prompts repeat and I'm unable to get a confirmation number. What should I do?** If there is an issue with the menu prompts, hang up and try again. If the issue persists, contact the school to report the absence.

POWER SCHOOL INFORMATION SYSTEM

Power Student and Power Parent students and parents can see information such as attendance, grades and assignments. Students and parents can log on at home, work, or school; anywhere there is Internet access. Parents and students are issued an on-line account and should you still require this information, please email fvjh@hrce.ca

SCHOOL BUS REGULATIONS

Information regarding transportation can be found on the HRCE website <https://www.hrce.ca/about-our-schools/student-transportation> or at <https://hrcetransportation.mybusplanner.ca/>

Bus routines and procedures are to support the safety and well being of all members.

It is the responsibility of students to:

- Follow the instructions of the bus driver while on, entering, or exiting the bus. For example, stay seated making sure to keep the aisle free, maintain an appropriate and safe noise level.
- Students must adhere to the direction of the bus driver with respect to safety and/or behavioural concerns.

LEAVING SCHOOL GROUNDS

Students are not permitted to leave school grounds during the school day except for lunch students given specific permission from their parent/guardian. **Grade 6 students must have parent/ guardian permission to leave school at lunch.**

Parents/Guardians of grades 7 and 8 and 9 must fill out the Lunch Supervision Form that will be sent home the first days of school. If you require the form again after school begins, please email fvjh@hrce.ca

LUNCH EXPECTATIONS AND PROCEDURES

- **ALL** students will eat in their homerooms from 11:10-11:30, at 11:30, students will go outside for fresh air. Students who leave school property for lunch may still leave at 11:10.
- Supervision is provided inside and outside of the school during lunch.
- Please note students go outside in all types of weather and are expected to dress appropriately. School administration will make the decision to stay inside due to inclement weather.
- Only students participating in supervised noon hour activities are permitted in the building during lunch the entire lunch hour.
- Students must show respect for the staff lunch monitors and other students.

The co-operation and support of parents/guardians is a key ingredient in the success of students at school. We value and appreciate your support. If you have any questions or concerns, please do not hesitate to contact the school.