Massey-Vanier High School

2026-2027



Parent Reference Booklet

A message from the MV team

On behalf of the Massey-Vanier community, we would first like to extend a warm beginning to our new students and families and say welcome back to our returning students and their families.

We encourage you to take the time to read this booklet and review pertinent sections with your child. It contains useful information and answers to frequently asked questions. Should you have any questions or concerns not addressed in this booklet please reach out to our receptionist who will be happy to respond or will direct you to the appropriate person.

Our school team looks forward to greeting your child on the first day of school. We welcome the opportunity to work with you in making this an enjoyable and successful year for your child.

Sincerely,

Massey-Vanier Admin Team

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Contact Information

Administrators

Principal
Mrs. Vokey — sherrervokeyd@etsb.qc.ca

Vice-principal
Mrs. Dingman
(last name alphabet A – I) — dingmanm@etsb.qc.ca

Vice-principal
Mr. Viens
(last name alphabet J – Z) — viensm@etsb.qc.ca

Absences Reporting

Mozaïk or the Clic École app. — Clic École

Administrative Assistant

Shelley Paige — paiges@etsb.qc.ca

Athletic Coordinator

Nate Forster — forstern@etsb.qc.ca

Central Office School Secretary

Catherine Spencer — spencerc@etsb.qc.ca
450-263-3772 ext: 23413

Student Services School Secretary

Gail Heckley — heckleyg@etsb.qc.ca

P.R.I.D.E.

Several years ago members of the Massey-Vanier staff, referred to as the Massey-Vanier LEAD team, began mulling over the idea of creating a short acronym whose letters would represent the values or ideals that would help guide the daily actions and words of all members of our Massey-Vanier community. After much consideration and collaboration among the LEAD team members and the MV staff, a consensus was reached on the acronym P.R.I.D.E.

Postivity

Respect

Integrity

Determination

Effort

As a community we continually aspire to have actions and words that demonstrate positivity, respect, integrity, determination and effort. Intervention discussions will reference P.R.I.D.E. and will have a focus on how to improve upon this commitment moving forward. At any time, administration can revoke privileges if students are not following the school's Code of Conduct.



Massey-Vanier High School

Positivity **R**espect **I**ntegrity **D**edication **E**ffort

Ways we can demonstrate PRIDE at Massey-Vanier

- *Believing in ourselves and contributing to the best of our ability*
- *Respecting ourselves, others and the environment*
- *Being kind and using polite language*
- *Using technology responsibly*
- *Setting attainable goals*
- *Owning our actions and the results*
- *Persevering*
- *Being solution oriented*

Minor Infractions

For example:

- *Not meeting PRIDE expectations*
- *Defiance/Disrespect toward a member of MV*
- *Behaviour that disrupts learning*
- *Unexcused lateness*
- *Not following MV policies (cell phone, dress code or cheating/plagiarism)*

Interventions:

- *Staff interventions*
- *Time in Intervention Room (Mandatory communication home)*
- *Staff communication home*
- *Reparation/Restitution*

Repeated or Multiple Infractions

For example:

- *Individual continues to struggle with PRIDE expectations and inappropriate behaviours persist.*
- *Any behaviour that continues to impede the learning environment of any member at MV.*

Interventions:

- *Administration and/or staff communication home*
- *Detention/Suspension*
- *Student Services involvement*
- *Meeting (staff, parents/guardians…)*
- *Respite*
- *Intervention Plan/Contract*
- *Reparation/Restitution*

Major Infractions

For example:

- Use or suspicion of drugs, vaping, alcohol
- Threats
- Bullying
- Cyberbullying
- Violence
- Sexual harassment
- *Any behaviour that impedes the safety, health or well-being of any member at MV.*

Interventions:

- *Administration communication home*
- *Suspension*
- *Meeting with parents/guardians*
- *Student Services involvement*
- *Intervention Plan/Contract*
- *Police*
- *Reparation/Restitution*

*Please note: At any time, administration can revoke privileges if students are not following the school's Code of Conduct.

L.I.F.T.

Learning **I**n **F**ocus **T**ime

Our L.I.F.T. initiative was developed to allow students the opportunity to have a 30-minute block in their timetable each day. The motivation for incorporating this 30-minute block into the daily schedule is to give an opportunity for staff to work with small groups of students to receive academic/behavioural support, intervention or remediation. When students are not requested by a teacher to attend a L.I.F.T. session, this time is to be used for studying, for completing assignments or for reading books/articles of interest.



Transportation/Bus Passes



Bus passes for the 2026-2027 school year should be available as of the week of August 24th.

Please use one of the links below to access your child's new bus pass.

*If you know your child's ID number, follow this link and instructions:
Click Here

1. Enter your child's ID number (7 digits)
2. Enter your postal code for the town where you live and then click (Search)

OR

*If you do not remember your child's ID number (Numéro de fiche), you can find this information on Mozaïk or the Clic École app in your child's profile.

Please be aware that bussing of students in the Western sector is provided through an agreement with the Centre de Services Val-des-Cerfs.



Meals/Cafeteria/Lunch Hour

Our cafeteria offers hot lunches every day for a cost of $6.75. Besides hot lunches, the cafeteria offers a variety of other food options such as sandwiches, bagels, pizza etc. The eating area also has microwaves available for student use. In addition, your child can pick up a snack free of charge at “The Pantry” located on the fourth floor in the Secondary V hallway.

Given our campus’ close proximity to restaurants in town, many of our students are tempted to leave campus early in the morning or at lunch to go to town. We would like to remind you that your child should be remaining on campus at all times where supervision is provided. If your child is a student in cycle II (Secondary III, IV and V) you may as a parent/guardian decide to give your child permission to leave campus by informing the school in writing.Upon doing this, you are assuming liability for anything involving your child off campus. A follow up phone call may be made to confirm the given permission.

For the Cafeteria Menu link, please click Here



*** Energy Drinks are NOT allowed on Campus.**

Ilness/Emergencies

Illness:

Please note that if your child is ill or has a headache preventing him/her from remaining in class, you will receive a phone call to come pick up your child. Your child will not be allowed to stay at school if they cannot be in class.

Emergency Plan:

In the event that classes are cancelled during the day, your child may be sent home early. Please discuss and review with your child an emergency return home plan. Does your child have a key to get into the home? Will your child return to home alone? Will you have someone meet your child at the bus stop or at home?

Telephone numbers:

More and more parents/guardians are opting to eliminate their telephone landlines and are deciding to maintain cell-phone services only. In addition, we are noticing that parents/guardians change cell phone numbers more frequently than they did landline numbers. Unfortunately, many parents/guardians forget to inform the school of these changes and their children do not always remember the new numbers. As a result, we have difficulty to communicate with some parents/guardians in the case of illness or emergency. Please remember to inform the school whenever there is a change in phone number.

E-mail addresses:

Our COVID-19 experiences emphasized the importance of having an efficient and timely procedure to contact parents and share important information. We are asking all parents with access to technology to provide an e-mail address that will be checked on a regular basis. E-mails will be our primary means of sending communications via the Mozaic Parent Portal. As a result, if you do not have an e-mail address, the only written communication that will be going home will be report cards. We do not have the means to call each parent regarding communications that are applicable to a group or groups of students.

Mozaik Parent Portal

The Mozaïk Parent Portal is an internet tool that can provide the opportunity for collaboration and communication between school and parents. The ETSB Parent Portal allows you to access your child's report card online, report absences and, at the correct time, to register for your child's courses for the following school year.
Parents or guardians whose child attends an ETSB school may access the Mozaïk Parent Portal by creating a Mozaik account. **Before creating an account please ensure that you have provided your email address to your child's school.**

For information about Mozaik's Parent Portal and how to create an account please visit the website listed below:
https://portailparents.ca/accueil/en/aide.htm
The site also contains a short instructional youtube video.
Once you have reviewed the on-line information, you will be ready to create your account. The following address can be used to create this account:
https://portailparents.ca/accueil/en/

Friendly reminders before you start creating your account:

- *The email you use to register must be the email address you provided to your child's school at registration.*
- *Your child's name must be entered exactly as it is registered with the government, including accents, hyphens, and spaces.*
- *Have your child's permanent code on hand.*

You may also choose to download the Clic École application to notify the school of your child's absence.

Extra Curricular Activities

Massey-Vanier has a long tradition of offering a comprehensive extra-curricular activities programme. Activities such as noon hour intra-mural sports and clubs or after school athletics and academic tutorials are an important part of student life. While the majority of these activities are free, the after-school athletics do have a fee associated with them. Arrangements can be made to help with the fees associated with these programmes. Please communicate with Nate Forster (forstern@etsb.qc.ca) for more information on these programmes including information on financial assistance.

Traditionally we have offered "late buses" on Tuesday and Thursday afternoons at no cost to the student. Please see the bus schedule below for the closest location to pick up your child on these days.

Tuesdays and Thursdays

Bus #1

Cowansville:Tim Horton's (6:05)
West Brome: Shell Station (6:15)
Knowlton: Dep Rouge (6:30)
Brome/Sutton Junction
En route stops possible
Sutton: Couche Tard (6:45)
Abercorn (6:55)
Frelighsburg (7:10)
Stanbridge East (7:25)
Bedford: Barry's (7:30)

Bus #2

Cowansville:Heroes (6:10)
Bromont:IGA (6:25)
Waterloo: Arena. (6:35
Granby: McDonald's
Rue Dennison. (6 :50)
Granby : McDonald's
Rue Principale. (7:05)
St-Alphonse:Exit 68 (7:15)
Ange Gardien: Tim Horton (7:20)
Farnham: Tim Horton's (7:30)

Please note that all times are approximate. Departures are from the Gym Parking Lot at 6:00 p.m.

Policies

While we anticipate the citizens of our Massey-Vanier community to conduct themselves according to our P.R.I.D.E. expectations, there are a couple of policies in particular that we would like to draw your attention to.



Vaping Policy:

Presently, any student caught vaping or in possession of a vape or any vaping accessory can be issued a suspension. The vape or vaping accessories will only be released to the child's guardian or parent upon a meeting with said parent/guardian. Upon his/her return, the child will be expected to attend a mandatory information session with our Re-adaptation Officer, Ms. Larose, to discuss the possible health consequences of vaping. Please be aware that a fine of approximately $250 can be issued if your child is vaping in the building or on school property.

Massey-Vanier High School Textbook and Class Novel Protocol

Students have access to different types of books for class use:

- *Textbooks and class novels issued directly to students*
- *Class set books (novels and textbooks) that are used in the classroom but have been issued in their teachers' names*

TEXTBOOKS AND CLASS NOVELS:

- Are inventory controlled with a barcode that distinguishes each copy from others
- Are not considered library books and therefore are not subject to late fees
- Are for student use but remain the property of MVHS. As such, regular wear and tear is expected. Intentional abuse or writing/highlighting/drawing is not permitted and are subject to damage and replacement fees

BORROWING BOOKS:

- Student ID cards or schedule are required to scan out a book. No exceptions
- Student's name and group number must be neatly printed in the name grid of each book borrowed so student can identify it as their responsibility to use and return

RETURNING BOOKS:

At the end of the year or once the book is no longer required for class use, the student must:

- Return the exact book that was issued to him/her in as good condition as it was received
- Insure that his/her books are scanned back into inventory (so you are not charged) by placing them on the return cart or counter in the bookroom in the library (not the library return bin)
- Have removed papers and sticky notes and erased any pencil markings

BILLABLE DAMAGES:

Repairable damages - The student will be billed for the needed repairs - rebinding; recovering; erasing, etc

Severe damages - The student will be billed for the replacement cost of a new book because the book is no longer functional due to student's actions or neglect. Obvious neglect and/or abuse including torn/missing page(s), mold growth from spilled food/drink, water damage, dog teeth marks; broken/missing covers etc.

To avoid charges, students who borrow these books are required to respect the following rules of use:

- NO WRITING of any kind, including pencil, pen, highlighter, pencil crayon, marker etc
- No graffiti and no stickers applied
- Care using sticky notes - some remove the print when removed
- Respect for borrowed materials (no neglect or intentional abuse)

Massey-Vanier High School Library Protocol

Massey-Vanier High School Library has a tremendous assortment of English and French books - fictional novels and graphic novels, nonfiction and information books of all sorts, comic books, and literature- including poetry and plays.

We proudly offer services to all students and staff and house more than 40,000 books in the Library space shared with CSVDC's École Secondaire Massey-Vanier.

Students who choose to borrow books from the MVHS library enter into an agreement with the schools providing this service. Students, parents and guardians should be aware of the following facts and we encourage you to help our students respect the rules in place:

- Student identification cards are needed to borrow books. This is waived at the beginning of the year until new ID cards have been issued. ID cards from previous years are always accepted.
- Every book loan is for a 15 school day period. Students may renew a book for additional periods of 15 school days. This can be repeated 3 times.
- To ensure prompt return of books, a late fee is applied to all books returned after their due date. The late fine is calculated at $0.15 per school day - holidays, weekends and ped days do not count. Once the book is returned late, the late fine is payable in cash at the library but does not increase. The fine is capped at $10.00, regardless of how extremely late the book was returned.
- The due date is stamped in the back of each loaned book so that students are aware
- Students are made aware of these policies in Secondary One and are reminded each time they borrow a book.
- Books are to be returned on time and in as good condition as they were borrowed. Students are responsible for late fees, damaged or lost books and will be billed accordingly.
- Students owing more than $1.00 will not be permitted to renew or borrow books until the late fine has been settled.
- We will not email parents to advise them that their child has borrowed books
- We will email parents and students if the student ignores their late payment fines or fails to return a library book.

These conditions are in place to ensure that all students have access to a very good, updated variety of books. We appreciate your help in teaching our students their responsibilities.

Sandra Smith
MVHS Librarian



Cell-Phone Policy:

Students must leave their personal electronic devices in their lockers from the first bell to the last bell (or the end of their day) including transitions and lunch hour. Such devices are allowed during class time only when permitted by a staff member for educational purposes or as defined in their IEP.

If the student does not meet the expectation, the staff member is responsible for sending the student to the Intervention Room. The phone will be confiscated by the staff member and brought to the office until a parent or guardian can pick it up. The appropriate Vice-Principal will discuss the details with the staff member and a communication home will ensue.

On campus and during school outings students are expected to use their devices responsibly regardless of the designated timeframe and misuse may still result in disciplinary action.

After repeated or multiple infractions, additional measures will follow in alignment with our P.R.I.D.E. values.

Academic Integrity
Massey-Vanier High School's Policy on Plagiarism and Cheating

Academic Integrity entails producing original and authentic work that ensures that credit is given to all outside sources. In addition, students are expected to complete tasks and evaluations honestly.

Plagiarism includes using words, ideas, visuals, or a writing style that is not original to the writer. It is not simply the reproduction of words, phrases, or sentences; it also involves copying or paraphrasing the ideas of another without giving them due credit through proper citing.

Cheating entails referring to outside material for an evaluation for which no material is to be used within the allocated time. This includes but is not limited to writing notes on one's person or belongings, using a restricted electronic device, communicating with other students, and looking at another student's exam paper. Any other behaviour that invalidates the evaluation will be considered as cheating.

AI

The use of artificial intelligence (AI) tools (such as ChatGPT, Grammarly GO, etc.) in schoolwork is only allowed with a teacher's permission. Students must follow teacher guidelines carefully. Using AI to complete or assist with work - without approval - counts as cheating. Violations will result in disciplinary action.

Protocols

When responding to students who have plagiarized and/or cheated, teachers and administration will consider the grade level of the students and the number of incidents when issuing consequences.

Upon communicating with the teacher, students who are unintentionally in breach of academic integrity may be given an opportunity to revise the work in question. However, if the behaviour is deemed intentional, persists, or the student refuses to revise the work, a mark of 0% will be given.

For students in Secondary 4 and Secondary 5, Administration will examine the situation with the teacher and determine whether or not it is to be reported to the Massey-Vanier Scholarship, Bursary Fund. If the situation is reported to the MVSBF, the student will lose their privilege to receive a bursary/scholarship.

MASSEY-VANIER HIGH SCHOOL DRESS CODE

PHILOSOPHY:

Our dress code is an important part of creating a positive atmosphere that reflects Massey-Vanier's guiding principles: positivity, respect, integrity, determination and effort. We support body positivity and gender neutrality. We believe in impartiality, inclusivity, and individuality. Our community believes that a dress code encourages a safe environment where individuals can express themselves. This comes with a responsibility to recognize that a school is a learning and a working environment and we expect our community to dress in a manner that respects our guidelines.

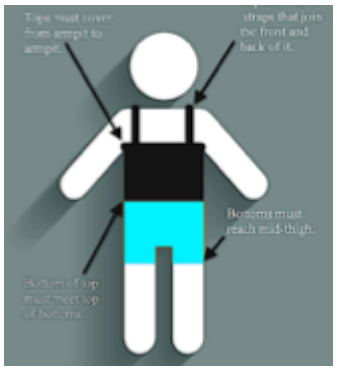
GOALS:

Our dress code aims to:

- respect the freedom of self-expression;
- ensure and maintain a safe learning environment, specifically in contexts where protective or supportive clothing is required (e.g., phys. ed., science labs, dance or athletics*);
- prevent the wearing of clothing and accessories that create a hostile or intimidating atmosphere;
- treat everyone equitably;
- minimize inconsistencies;
- prepare students for different social settings.

**In these situations, adults will let students know their expectations.*

GUIDELINES: *REPRESENTS 360° VIEW*



Our dress code requires that:

- clothing must be worn so that it covers from armpit to armpit across the chest and back, down to the mid-thigh, as seen in the image, with opaque fabric. Front and back of the top must be attached with straps.

- clothing and accessories should not imply or promote offensive, violent, racist, obscene, discriminatory language or images; use hate speech; or depict illegal or illicit activity.
- for safety reasons, obstructive headwear or accessories may not be worn in the building. This does not include religious, medical or special circumstances.

EXPECTATIONS:

Massey-Vanier's dress code is intended to allow individual expression and preference within the parameters. If the dress code is not respected, incidents involving dress code will be resolved through discussion in a mutually respectful manner and in a way that respects individual differences. Individuals will then be given the opportunity to meet the guidelines. If a problem persists, further intervention will occur in line with our values of **P**ositivity, **R**espect, **I**ntegrity, **D**edication and **E**ffort.

MVHS Absenteeism Protocol

All information in the following paragraph comes directly from the Education Act:

As stated in Section 14, school attendance is mandatory for every child living in Québec from age 6 until they either turn 16 or earn their diploma. Students must be present at school the entire year that they turn 16. Section 17 states that the primary responsibility is on parents or guardians to ensure their child attends school. Under section 18, the school must monitor regular attendance. If a student is repeatedly absent without a valid excuse or repeated excuses, efforts must be taken by the school to rectify the situation with the student and parents or guardians. However, if these efforts fail, the principal or the person delegated by the principal are legally required—after notifying the parents in writing—to report the situation to the Director of Youth Protection.



QC Education Act

Administration retains the ultimate right to determine whether an absence is justifiable or not.

Absences must be excused beforehand. Otherwise, it can be considered skipping. Students who skip class risk losing their bus transportation privileges. Absences should be excused using the Clic école application or Mozaïk portal.

A student's absence is justifiable if it is due to:

- An occasional illness or medical appointment;
- A frequent or prolonged illness supported by a medical letter or diagnosis;
- A death in the family;
- An external appointment;
- A school trip or activity.

A student's absence is unjustifiable if:

- The school has not been able to reach parents/guardians or emergency contacts;
- The student is skipping class;
- The absence is unexplained and is frequent, prolonged, or shows a pattern;
- The student has missed without satisfactory excuse.

Family trips, vacations or activities taken during class time constitute an unjustifiable absence. Teachers are under no obligation to provide materials and assignments or to reteach content from missed classes.

School teams are responsible for identifying and implementing strategies in the early stages of absenteeism. These strategies can be implemented at any point in the phases shown below as determined by the school team. These strategies include:

- Communication with parents/guardians who do not excuse their child's absence
- Contacting parents/guardians to advise them of the legal obligation to send their child to school
- Meetings with absentee students, their parents/guardians, and student services
- Referrals to student services
- Referrals to external partners or services if the situation persists

PHASE- For unjustifiable absences	PROCEDURE
PHASE I **(5 days or 20 periods of the term)**	• Student supervisors will advise parents of the global absences and encourage them to reach out to the vice-principals. • Student supervisors will notify vice-principals.
PHASE II **(Absences continue)**	• Student supervisors will advise parents that Phase II has been reached and will again ask them to reach out to the appropriate vice-principal to work on solutions. • Student supervisors will notify vice-principals that the situation has not improved. The vice-principal may communicate with the parents.
PHASE III **(12 days or 48 periods of the school year to date)**	• Student supervisors will advise parents and vice-principals that Phase III has been reached. • Vice-principals will communicate with parents/guardians regarding the next steps of protocol should the situation persist. The communication will include an official letter with the legal obligations of parent/guardian and school.

MVHS Academic-Absenteeism Protocol

It is the responsibility of students to communicate with their teachers before a planned absence or immediately after an unforeseen absence. They need to make themselves aware of any evaluations or content that they miss during the absence.

Evaluations and Assignments

If a student is unable to complete an evaluation or hand in an assignment, the following steps will be taken.

Missed evaluation	**Missing assignment**
Step 1: Student and teacher meet to determine the time and location of the makeup evaluation. Step 2: If the student does not show up for the makeup evaluation, meet to set up a time for a final evaluation. Step 3: Email the parents to inform them of the final evaluation date and the result of a 0 if not completed. (Please don't forget to cc the appropriate VP.) Step 4: If the student does not show up for the final evaluation, they receive a 0.	Step 1: Student and teacher meet to determine the time of the new deadline for the assignment. Step 2: Email the parents to inform them of the missing assignment and inform them that if it is not completed by the new deadline, the result will be a 0. (Please don't forget to cc the appropriate VP.) Step 3: If the student does not complete the assignment by the new deadline, they receive a 0.

Missing Content

If a student is absent from class for a justifiable reason, the teacher will determine if and how to deliver any missed content.

If a student is absent from class for an unjustifiable reason, the teacher is under no obligation to deliver any content that the student missed.

Cyber Safety



Every year parents contact teachers, professionals and/or paraprofessionals looking for guidance or direction in dealing with issues arising from their child's on-line activity. Understandably, keeping children safe while on-line has become a growing challenge for parents and guardians. Trying to stay up to date on the possible dangers associated with the ever-changing digital world can be overwhelming and intimidating. Fortunately, the Canadian Centre for Child Protection has developed a website entitled **protectkidsonline.ca** which provides parents with resources that can help them better protect their children from becoming on-line victims as well as give direction for next steps should their children become victimized.

The following information is a sample of one of the resources available on the web-site and outlines some steps you can take to start protecting your child from on-line abusers or predators.

Monitoring Your Teen's Online Activities

It is common for parents to struggle with how to stay involved in their teen's online activity. Here are some ideas to help guide parents in balancing their

teen's need for privacy and independence with their parental job of providing protection.

Typically, teens are highly skeptical of parental involvement and questions, and will swiftly leap to the classic phrase, "It's none of your business." Rest assured that it is your business! While teens can feel ready to take on the world, their brains are still developing and they are not yet at a place where they can properly deal with all situations on their own. Your involvement is very important.

Strategies for staying involved

Here are some strategies you can integrate into daily life to stay involved in your teen's online activities and increase their safety, while also giving them the independence they desire:

1. **Set the expectation early on that you will monitor your teen's use of their devices.** Follow through on what you have told them with regard to consequences for any inappropriate behaviour/actions. It's also a good idea to set a time every evening when WiFi is disabled and all devices are shut off in the house.
2. **Regularly engage in conversation with your teen about the apps or sites they are using.** Remain informed about the online spaces where youth may be negatively impacted and have ongoing discussions. Sign up for Cybertip.ca Alerts to remain informed of the emerging issues facing tweens/teens. Review any parental controls, chat options, profile information options and privacy settings available for the apps/sites they are using.
3. **Reinforce the public nature of the Internet.** Let your teen know that once a picture/video or information is sent, they lose control over what is done with it. If your teen has been negatively impacted by a picture/video being shared by peers, they can visit NeedHelpNow.ca for practical steps to take to regain control over the situation

4. **Talk about the risks associated with live streaming.** What happens over live stream can be easily recorded – don't be fooled by thinking it is live and therefore "no big deal." The same risks exist for live streaming as sending pictures or videos. Pre-recorded content can also be live streamed so unless the other person is known to be offline, there is no way of verifying who is on the other end of the camera and you should proceed with caution.

5. **Discuss the importance of seeking help.** Identify situations when it would be important to tell you, or another safe adult, about an uncomfortable or potentially unsafe situation. Acknowledge that while this may be a difficult step for your child to take, their safety is your number one priority and you are there to help them. Discuss what might happen if they don't seek help from a safe adult and emphasize that it is never too late to come to you for help, even if they have made a mistake.

6. **Monitor your teen's behaviour to watch for changes that may trigger cause for concern.** It's important to pay attention to changes in your teen's typical behaviour patterns, as well as changes in the intensity of their behaviour. Some signs that may indicate the need for increased involvement and communication with your teen include:

    - They seem more withdrawn, sad, anxious, defensive, angry or secretive.
    - They have significantly increased or decreased the amount of time they spend online.
    - They do not respond to limits placed on how often and how long they spend online.
    - They have lost interest in activities that they've normally enjoyed.
    - They are complaining of stomach aches or headaches.

- They develop problems with sleeping patterns, such as difficulty falling or staying asleep at night, or sleeping all the time and avoiding interaction.

What to do if you notice concerning behaviour

If you discover that your teen is pushing boundaries online, they may need some adult direction to re-establish the line. It is typical for teens to break boundaries, especially if they think adults aren't aware. Sometimes all it takes to get them back on the right track is knowing an adult is monitoring them more closely.

Here are some steps to consider:

1. **Increase your involvement to become more visible in your teen's online activity.** Calmly communicate your concerns and be emotionally available for your teen. They will likely resist your involvement – do not back down. It is their job to test limits and your job to set them.
2. **Increase direct supervision and directly monitor your teen's online activities,** including their phone. Check their social networking, chat and messaging sites/apps. Simply knowing that you are aware and monitoring may be enough to change your teen's behaviour.
3. **Enforce limits on your teen's use of their devices.** Depending on the level of concern for your teen's behaviour, you may consider taking away access for a limited time.
4. **Build your relationship with your teen.** Create opportunities to do things together. Even if your teen is resistant, the message you are sending by wanting to spend time with them is that you care which unto itself is a powerful protective factor.



Anti-Bullying and Anti-Violence Plan (ABAV)

If you visit our Massey-Vanier website and click on the "School Profile" tab you will be taken to a page where one of the headers is entitled "Anti-Bullying and Anti-Violence". This tab will take you to the following documents:

- The Anti-Bullying and Anti-Violence Plan
- The P.R.I.D.E document
- The Protocol for Continuing to Create Safe School
- The document which can be used to report incidents of bullying or violence.

Please note it is always preferable to speak directly with an administrator concerning incidents of bullying and/or violence as soon as possible.

Pathways and Graduation

Generally speaking secondary school education in Quebec covers a 5-year period and begins in Secondary I (grade 7). The Quebec secondary school program is divided into two cycles. Cycle one comprises of Secondary I and II (grades 7 and 8). Cycle II comprises of Secondary III, IV, V (grades 9, 10 and 11) and WOTP.

The Quebec Education Plan (QEP) proposes three educational pathways for cycle II students. The General Education Pathway, the Applied General Education Pathway and the Work-Oriented Training Pathway.

The Work-Oriented Pathway:

The Work-Oriented Pathway (WOTP) offers cycle II students two possible pathways. The Semiskilled Programme is a one-year pathway while the PreWork Training Programme is a three-year pathway. Students successful in these programmes will be awarded a Training Certificate by the Ministry of Education.

Should your child have questions regarding theses pathways, he/she can make an appointment in Student Services to see our guidance counsellor, Ms. Tany Moreland. If you have any questions, you can leave a message with Ms. Heckley, our Student Services receptionist.
Ms. Heckley will ask Ms. Moreland to return your call.



The General Pathways

The General Education Pathway and the Applied General Education Pathway both lead to a Secondary High School Diploma. The Ministry of Education has established the following criteria for the awarding of a Secondary High School Diploma:

- At least 54 credits from Secondary IV and V courses
- At least 20 of the 54 credits must be from Secondary V courses
- In addition, the student must pass the following courses:
  A Secondary IV Arts course (Art, Dance, Drama or Music)
  A Secondary IV Math course (CST IV or SN IV)
  Secondary IV Science and Technology **or**
  Secondary IV Applied Science and Technology
  Secondary IV History
  Secondary V English Language Arts
  Secondary V French as a second language
  Secondary V ERC **or** Secondary V Phys. Ed.

A student successfully meeting the above criteria will be awarded a High School Leaving Diploma and will meet the minimum requirements for applying to a Quebec CEGEP.

Please note that the last digit in a course code indicates the number of credits assigned to that course. For example, the Secondary IV course code for Physical Education is 543402. Therefore having at least 60% in Secondary IV Physical Education will result in a student earning 2 credits towards a Secondary High School Diploma.
If you have any questions regarding high school graduation requirements, please call Ms. Heckley in Student Services. She will arrange for Ms. Moreland, our guidance counsellor, to contact you.

Final word

We would like to finish our guide with our wish that you and your child have an exciting and satisfying school year. Of course, this is more likely to occur in an environment where all partners exhibit kindness and politeness on a regular basis. Being polite is more than a simple display of etiquette. Responding to each other in a patient and respectful manner makes everybody feel safe and appreciated. As stated at the beginning of this guide, our community embraces P.R.I.D.E. and we expect all community members (staff, students and parents) to uphold the values that it represents. Please keep this in mind in your communications with the school.



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