

ST. JOHN'S COLLEGE



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2026–2027

STUDENT HANDBOOK

HOME OF THE GREEN EAGLES

Principal: Ms. Mirona Dragicevic

Vice Principals: Ms. Larissa Hill [A–F], Mr. Salvatore Faieta [G–O], Mr. John Talerico [P–Z]

Brant Haldimand Norfolk Catholic District School Board

322 Fairview Drive

P.O. Box 217, Brantford, ON N3T 5M8

519-756-6369

*As a Catholic learning community, supporting each other in our faith journey,
we provide academic excellence within a safe, Christ-centered environment
while enabling all individuals to become life-long learners
who make a positive contribution to society.*

OUR CATHOLIC SCHOOL BOARD

The Brant Haldimand Norfolk Catholic District School Board is comprised of six trustees who represent families across the Counties of Brant, Haldimand, Norfolk and the City of Brantford. Trustees work collectively to represent the voice of their communities and uphold the values that guide Catholic education. For more information and to identify the trustee in your area, visit the [Board of Trustees](#) page on the BHNCDSD website.

MESSAGE FROM THE PRINCIPAL



Dear students, families, staff, and members of the St. John's College community,

It is with renewed purpose and great hope that I welcome you to the 2026–2027 school year at St. John's College.

At SJC, we believe that Catholic education calls us not only to academic achievement, but also to personal growth, service, leadership, and faith. Each new school year presents an opportunity to deepen our understanding of ourselves, strengthen our relationships with one another, and continue discovering the gifts God has placed

within each of us.

As a Catholic learning community within the Brant Haldimand Norfolk Catholic District School Board, we remain committed to fostering an environment where students are challenged academically while also being supported spiritually, emotionally, and socially. Through prayer, reflection, meaningful relationships, and community involvement, we encourage our students to become compassionate and responsible citizens who lead with integrity.

The world our students are preparing to enter continues to change rapidly, but the values that guide us remain constant. Respect, dignity, kindness, perseverance, and faith continue to shape everything we do at St. John's College. These values are reflected in our classrooms, on our teams and stages, through student leadership opportunities, and in the many ways our students serve others. I encourage all students to embrace the opportunities that lie ahead with confidence, courage, and a willingness to grow. Great things happen when students feel connected, supported, and inspired within a strong faith-filled community.

Thank you to our families and staff for your continued partnership and commitment to our school community. Together, we will continue building a place where students are encouraged to strive for excellence while remaining grounded in faith, compassion, and purpose.

Yours truly,

Mirona Dragicevic
Principal | St. John's College

SCHOOL MISSION STATEMENT

Our school, St. John's College, is a Catholic Educational Community striving: to accept, to nurture, and to challenge the whole person in the Spirit of Christ.

STUDENT COUNCIL MISSION STATEMENT

We, the Student Council of St. John's College, strive to make this school a place where students want to be. We promise to do our best to bring spirit, responsibility and enjoyment to our student body.

GOVERNING PRINCIPLES

We believe that the human person reflects the Image of God.

We believe that each person is called to be a steward of God's Creation.

We believe that the care of the body affects the formation of the soul.

We therefore affirm that:

- Acknowledging and striving to model these principles is the goal of all members of the St. John's College community.
- Wearing the St. John's College uniform is an outward participation in nurturing the transformation of the inner person.
- Joining the Catholic educational community of St. John's College means that students and their families take up this challenge of stewardship.

CHAPLAINCY LEADER, Mr. Andrew Hall

The role of the Chaplaincy Leader is to call members of the community to live out their faith on a day-to-day basis through prayer and worship, through observation of the seasons and holy days of the Church calendar and through service to others. The Chaplaincy Leader also provides spiritual direction and pastoral care. Students and staff are encouraged to visit the Chaplaincy Leader in his office for pastoral counseling and referrals. In addition, the Chaplaincy Leader co-ordinates the Retreat Program and serves as a link to the community, local parishes, and the archdiocese. The Chaplaincy Leader is also responsible for leading the charitable outreach for our school.

FAITH DIMENSION OF OUR SCHOOL

St. John's College is a Catholic school based on the traditions of Christian values and morals taught by the "Master Teacher", Jesus Christ.

The values of our faith are present in all our programs and activities. These can be witnessed in our retreats, our liturgies, our community outreach, our school celebrations, and in our daily interactions with each other. Specifically:

- Students will take a religious education course each year they are enrolled at St. John's College. These courses involve the active participation of all our students in the related classroom activities. These include group work, individual presentation and sharing, class liturgies, prayer experiences, and visits to local churches.
- Students will participate in retreats or faith development experiences as provided by the school. There is a full day retreat for grades 9, 10, and 11 through their religion classes.
- Morning prayer and reflections provide time for community prayer, reflection, and sharing with the members of the entire school community.
- Classroom prayers provide a time to reflect and pray with peers, and a unique opportunity for students and teachers to gather their thoughts for a common purpose.
- Eucharistic Liturgies and Liturgies of the Word are an integral part of our faith. It is a gift and honour to be able to celebrate these liturgies as a St. John's College Community and should be respected by all. These are not optional experiences.
- The chapel is designated as a sacred space in our school available for prayer and reflection.
- We challenge ourselves to live each day with the guidance of the Gospel values. This is most evident in the way we treat each other.
- You are invited to become active participants in the daily life of our school by bringing your energy, enthusiasm, generosity, and faith to the task of building our Catholic community at St. John's College.

GENERAL INFORMATION

1. **School begins at 8:55 a.m.** Absences must be reported by the parent/guardian or students 18 years of age via phone (519) 759-2318 or school messenger app.
2. In a situation where a student does not provide a note, the school will contact home.
3. An automated phone message will be sent to the home to advise the parent/guardian of an unexpected absence.
4. The examination periods in January and June are designated as blackout periods for any travel. **Do not schedule vacations or extended absences during these times to ensure students are present for all required examinations and culminating activities.**

EXAMINATION DATES

Semester 1

January 28, 29, February 1, 2, 3, 2027

Semester 2

June 23, 24, 25, 28, 29, 2027

DAILY SCHEDULE

Homeroom	8:55 – 9:00	
Period 1	9:00 - 10:15	(75 min)
Period 2	10:20 – 11:35	(75 min)
Gr 9/ 11 Lunch	11:35 – 12:20	(45 min)
Period 3a	11:40 – 12:20	(40 min)
Period 3b	12:20 – 12:55	(35 min)
Gr 10/12 Lunch	12:55 – 1:40	(45 min)
Period 3c	12:55 – 1:35	(40 min)
Period 4	1:40 – 2:55	(75 min)

LITURGY DAY SCHEDULE (#1 Dress)

Homeroom	8:55 – 9:00am	
Period 1	9:00 – 9:55 am	(55 min)
Liturgy	10:10 – 11:10	
Period 2	11:20 – 12:15	(55 min)
Gr 9 / 11 Lunch	12:15 – 1:00	(45 min)
Period 3a	12:20 – 1:00	(40 min)
Period 3b	1:00 – 1:15	(15 min)
Gr 10/12 Lunch	1:15 – 2:00 pm	(45 min)
Period 3c	1:15 – 1:55	(40 min)
Period 4	2:00 – 2:55	(55 min)

SCHOOL YEAR CALENDAR 2026-2027

Number of Instructional Days = 177

Number of PA Days =7

Number of Exam Days = 10

School Year Start - September 2, 2026

Opening Day - September 8, 2026

Closing Day - June 29, 2027

SCHOOL HOLIDAYS

Every Saturday and Sunday

Labour Day - September 7, 2026

Thanksgiving Day - October 12, 2026

Christmas Break - December 21, 2026 - January 1, 2027

Family Day - February 15, 2027

March Break - March 15- 19, 2027

Good Friday – March 26, 2027

Easter Monday – March 29, 2027

Victoria Day - May 24, 2027

PROFESSIONAL ACTIVITY DAYS

September 2 & 3, October 6, November 20, 2026

February 4 & 5, June 30, 2027

SECONDARY REPORTING DATES

Interim Progress Reports - October 21, 2026 (S1) / March 24, 2027 (S2)

Mid-Term Reports Emailed to Parents - November 26, 2026 (S1) / Week of May 3, 2027 (S2)

Final Report Emailed to Parents – Week of February 16, 2027 (S1) / July 7, 2027 (S2)

ATTENDANCE

The Ministry of Education requires regular attendance and considers students excused only for illness or other unavoidable circumstances. St. John's College strongly promotes consistent attendance, as academic success and student progress are closely linked to daily participation in classes and school activities.

To recognize the impact that student presence in class has on achievement, final student grades will reflect attendance and participation. Excused absences do **not** negatively affect a student's mark.

Excused absences are absences from school that are permitted under legislation or school policy, as outlined in [Ontario's enrolment register instructions](#). These may include, but not limited to:

- Illness "by reason of sickness or other unavoidable cause" as outlined in the Education Act s. 21 (2)(b)
- other unavoidable circumstances, such as inclement weather
- approved absences such as cultural days and holy days.
- The pupil is under bereavement.²⁶

- The pupil is participating in the non-academic component of a Supervised Alternative Learning (SAL) program in accordance with Ontario Regulation 374/10
- The pupil is receiving private instruction in music for up to a half day in any week.
- The pupil is serving in the Ontario Legislature as a legislative page.
- The pupil is participating in Take Your Kids to Work day.
- The pupil is excused from class during a period of staggered admission
- The pupil is absent for reasons of safety during a period when services have been withdrawn by school board employees.
- The pupil is participating in a short-term educational exchange program
- The pupil is unable to attend school because of a public transit strike.
- The pupil is absent or excused, as authorized under the Education Act and/or regulations made under the act.
- The pupil is not scheduled for an examination during the examination period.
- The pupil has been excused from writing the OSSLT.
- The pupil is under suspension.
- The pupil has provided supporting documentation that would change their absence from a “Regular Absence” to an excused “General Absence”.

REPORTING ABSENCES

Parents/guardians must notify the school of an absence before 8:45 a.m. using one of the following methods:

1. **Phone:** 519-759-2318 ext. 15221 (available 24 hours a day)

OR

2. **School Messenger App**

Students must submit a completed Extended Absence Form, and parents/guardians are required to meet with Admin if a student will be absent for more than five consecutive school days.

Students who are 18 years of age or older are responsible for reporting and accounting for their own absences. Unreported absences will be recorded as truanies. For those who have signed permission for the Release of Information, it will be recorded accordingly.

Excessive absences, lateness, or truanies may result in administrative follow-up, including parent conferences and attendance letters. **Monthly attendance letters will be sent home to students with excessive absences/lates.**

LATES

Students are expected to arrive on time for all classes. A student is considered late when they arrive after the scheduled start of class and are not prepared to begin learning.

- **3 lates:** Teacher contacts home.
- **5 lates:** Referral to the Vice Principal.
- **7 lates:** May result in administrative discipline, including suspension.

Students arriving more than 15 minutes late due to an appointment or other valid reason must report to the Attendance Office to receive an admit-to-class slip.

EXAMS

1. During the Provincially mandated examination period, parents and guardians are to **avoid planning trips, vacations, or other discretionary absences.**
2. Exams are a critical component of student assessment, and missed examinations can be difficult to accommodate due to significant staffing, space, scheduling, and time constraints.
3. Schools must carefully coordinate supervision, examination locations, and assessment timelines for all students, leaving limited flexibility for alternate arrangements.
4. To ensure fairness, maintain the integrity of the examination process, and support student success, families must schedule travel outside of designated exam dates whenever possible.
5. All requests for alternate exam dates must come through the Main Office.
6. We are committed to ensuring students are successful during this busy time, **we are not able to guarantee requests.**
7. As exams are mandatory for course completion, as per Ministry requirements, failure of a student to write exams during the allotted time, may result in a mark of zero.

MISSED EXAMINATIONS, TESTS AND ASSIGNMENTS

1. Students are responsible for all coursework and assignments while absent.
2. Students are required to write every exam for which they are scheduled
3. Failure to write an exam without a verified, written medical note will result in a mark of ZERO and will not be rescheduled.
4. If a student is off for medical reasons only, parents **MUST** contact the Vice-Principal to reschedule the examination, and a medical note will be required.
5. Students must complete a "Request to Write Final Exam on an Alternate Date" form due to medical reasons
6. As per SJC Assessment and Evaluation Procedure, all missed assessments will be a ZERO as a placeholder until consultation with teacher or Administrator.

Exam dates are blackout periods for travel and vacations. Students must be present for all examinations. Do not schedule travel between **January 25 and February 3** or **June 18 and June 30**.

SIGNING OUT DURING THE DAY

For illness or appointments only.

1. Provide notice by phone or using School Messenger Attendance Office before 8:45 AM.
2. Students must record their name on the "Sign-Out-Sheet" in Attendance Office prior to leaving the building.
3. Students must be off school property **IMMEDIATELY** after signing out.

NOTE: Absences not handled in this matter will be recorded as TRUANT.

SIGNING IN LATE DURING THE DAY

For illness or appointments only.

1. Report to attendance by phone: 519-759-2318 ext. 15221 (available 24 hours a day)
OR
School Messenger App
2. Students must record their name on the "Sign-In-Sheet in the Attendance Office **immediately** upon arrival. An admit slip will be issued in each case

NOTE: Student forging letters or impersonating a parent/guardian will be dealt with by administration, possible police involvement, and discipline. Consequences will be up to the discretion of administration.

PURPOSE OF THE CODE OF CONDUCT

The purpose of the Code of Conduct is to provide clarity and to assist in providing a safe learning environment.

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UNIFORMS

- Students must be in complete uniform, worn properly and modestly for the entire school day including lunch periods in **all** areas of school and school property. **"In school, in uniform!"**
- A student will be recorded as "Late" if they must leave the classroom to get into proper uniform
- **Students must be in Number #1 dress (including ties) on the specified dates. If a student is not wearing the Number #1 dress for the entire day on the specified date, the student will call home to have the uniform dropped off.**
- Students may wear warm outerwear out to the portables. This outerwear must be removed upon entry to the portable. No outerwear is to be brought into classrooms within the school at any time and must be placed in lockers.
- Solid black boots are only to be worn if indistinguishable from shoes (i.e., covered with a pant leg). If a student wears boots, they must wear pants over the top of the boots.
- No backpacks, bags or large purses are allowed in the classrooms or portables at any time. If a purse can fit a three-ring binder, then it is too large and must be kept in a locker.
- Footless leggings or footless tights are not permitted at any point. Only opaque stockings are allowed.
- Exercise and/or yoga tights/pants are not permitted at any point.
- **Hats are not allowed in the building or portables even on dress down days.** Hats will be brought to the Vice Principals office and picked up at the end of the day. Hats are not to be worn in school from the time of entry. In addition, they must be kept in the locker. They are not to be carried around all day. No bandanas, sunglasses or other headwear are allowed during the school day. Progressive discipline will be applied to habitual offenders. Only religious

headdress is allowed.

- Sandals must be solid black or dark chocolate brown. Flip-flop, thong sandals, beach shoes, water shoes, athletic sandals, crocs or plastic shoes are NOT permitted.
- Undershirts must only be white or black with no logos or writing. Undershirts may not be visible below the cuff or hem of a uniform shirt. White undershirts (with no logo or writing) must be worn under white or black shirts. Black undershirts (with no logo or writing) must be worn under black shirts ONLY.
- Accessories that are small, in good taste, and not detracting from the uniform are permitted.

The administration reserves the right to decide on appropriate attire.

STANDARDS OF BEHAVIOUR

Respect, Civility, and Responsible Citizenship

St. John's College does not tolerate any anti-social or violent behaviour that impacts on the learning or working environments of our school community. Standards of behaviour must promote respect, civility, responsible citizenship and Catholic values.

All members of the community must:

- Respect and comply with all applicable federal, provincial, and municipal laws;
- Demonstrate honesty and integrity;
- Respect differences in people, their ideas and opinions;
- Treat one another with dignity and respect at all times, especially when there is a disagreement;
- Respect and treat others fairly, regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age, disability, or any other predetermined factor;
- Respect the rights of others;
- Show proper care and regard for school property and the property of others within the community;
- Take appropriate measures to help others in need;
- Respect all members of the school community especially persons who are in a position of authority;
- Respect the needs of others in an environment that is conducive to learning and teaching;
- Seek staff assistance from a member of the school staff, if necessary, to resolve conflict peacefully;
- Not swear at a teacher or at another person in a position of authority or any other member of the school community;

OTHER EXPECTATIONS

Students are expected to come to school prepared, on time, and ready to learn. Students must show respect for themselves, for others and for those in authority. Students must refrain from bringing anything to school that may compromise the safety of themselves or others, and follow the rules, policies and procedures established by the school, Board, and Ministry of Education.

Some expectations are, but not limited to:

- Act morally and legally as a person formed in, and/or respectful of Catholic traditions;
- Participate in the spiritual life of the school;
- Accept accountability for one's actions;
- Respect the environment and use resources wisely;

- Contribute to the common good;
- Adhere to the rules established within the Code of Conduct;
- Fulfill expected academic obligations;
- Dress appropriately and in accordance with established school standards;
- Use respectful language free from profanity;
- Work cooperatively with staff and other students.

ROLE OF THE PARENT

Catholic education is a gift that provides us with a unique opportunity to share our faith tradition with each of the students entrusted to our care. Parents and Guardians play an important role in the education of their child and have a responsibility to support efforts of school staff in maintaining a safe and respectful learning environment.

We encourage parents to fulfill this responsibility by:

- Showing an active interest in their child's schoolwork and progress;
- Communicating regularly with the school;
- Helping their child to be neat, appropriately dressed and prepared for school;
- Ensuring their child attends school regularly and on time;
- Promptly reporting to the school their child's absence or late arrival;
- Becoming familiar with the Code of Conduct and school and Board policies and procedures;
- Encouraging and assisting their child in following the code of conduct;
- Assisting school staff in dealing with disciplinary issues involving their child.

As a system, we hope to inspire each child to deepen their relationship with God as they prepare to become responsible citizens. A positive and constructive working relationship between the school, home and parish is essential to the fulfillment of our mission.

EXTRA-CURRICULAR CONDUCT

Students are ambassadors of our Catholic school when they are participating in school athletics, field trips, etc. and should conduct themselves accordingly. When participating in co- or extra-curricular activities, students must:

- Show respect to all teachers, school staff, coaches, referees, players, parents/guardians, spectators, school property, etc.
- Conduct themselves in a manner consistent with the Catholic Code of Conduct
- Always conduct themselves in an appropriate manner indicative of the privilege of participating in the activity

In addition, all student-athletes shall:

- Understand the overall philosophy of our athletic program and abide by the policies and procedures expected of all students at St. John's College.
- Have parental/guardian and medical clearance to try-out, practice, and participate.
- Exhibit exemplary sportsmanship during participation
- Recognize that it is a privilege to participate and be part of the SJC athletic program
- Abide by all the team rules set out by their coaches
- Arrive to classes, practices, games, liturgies, and other school events on time, unless excused by a medical note, and attend all classes/school events on game days
- Wear the school uniform in a manner that is consistent with expectations and in good taste
- Treat visiting teams as guests and show hospitality

- Be a role model for others in the school to follow and emulate
- Be responsible for all equipment and supplies
- Remain in good academic standing – strive to achieve their credits
- Meet all course requirements such as completing all missed homework, assignments, or unit evaluations due to an athletic activity
- Inform teachers of upcoming school-related absences and make arrangements with their respective teachers to complete in-class assignments well in advance of an upcoming athletic activity and school-related absence
- TESTS – give advance notice to their teacher, allowing the teacher to administer the test prior to the student's departure, or other reasonable alternative

LOCKERS

- All students have the privilege of using a school locker.
- Students are reminded that all lockers are the property of the school and are on loan to the students.
- Students must use the locker assigned to them and they are responsible for the contents in the locker assigned to them.
- All students must purchase and use an SJC school lock.
- Students who use an unauthorized lock will have the lock cut off and locker contents removed.
- Students are not to leave items in a locker without a lock.
- Students are expected to keep their lockers in good repair and clean to prevent infestations.
- Any markings, stickers, damage is not permitted and will be considered vandalism.
- All pictures, signs and posters in lockers must be in good taste.
- Repairs and/or clean up costs will result in progressive discipline.
- Students are urged not to bring items of significant value to school.
- If an item of significance is brought to the school, students can temporarily leave the item with an Administrator in the Main Office.
- Lock combinations must be kept confidential.
- Students are not permitted to go into another student's locker without permission as this will be considered an act in violation of the Code of Conduct and will be treated as such by the school.
- Students are not permitted to store items in their lockers during the summer months.
- Should an item be taken out of a locker that was not locked, the school takes no responsibility over that lost/stolen item.
- Students are not permitted to share lockers.
- All items stored in lockers must be school appropriate or subject to progressive discipline.
- At the end of the school year, all remaining items left in lockers will be discarded and the school takes no responsibility over discarded items.

BUSES

School bus transportation is a privilege, not a right. The rules for safety and appropriate behaviour must be observed. The bus driver is responsible for, and in charge of, the bus at all times. Failure to co-operate may result in suspension of bus riding privileges. **Students can only ride the bus assigned to them. The bus is an extension of the classroom and school.**

A. Rules of Conduct on the Bus

- a. Students must conduct themselves in a way that does not endanger the safety of themselves or others

- b. The driver is in charge of the bus and the passengers. Students are to obey the driver at all times while in the driver's care.
- c. Students are to sit where directed by the driver and to remain seated until the end of their trip
- d. A student will be allowed to leave the bus only at the student's regular/assigned stop
- e. Smoking, vaping, alcohol, narcotics, on a school bus is forbidden
- f. No food or drink permitted on the bus (with the exception of water bottles with a cap)

B. Miscellaneous Rules

- a. Students must arrive at the bus pick up on time – drivers are NOT obligated to wait
- b. Students must get off and on the bus in single file and in an orderly fashion
- c. Students must be reasonably quiet.
 - i. Horseplay, scuffling, bullying and profanity are forbidden and could lead to a loss of bus privileges and/or suspension
- d. Students are encouraged to report any behaviour or misconduct to the Administration.

C. Cameras on the Bus

- a. Parents need to be aware there may be a camera on the school bus.
- b. The school bus is an extension of the classroom and a camera may be required to monitor student behaviour.

SOCIAL MEDIA / INTERNET POSTING

Students are now posting videos of themselves or others using the school's name. Students must adhere to the following:

- that no student use the name of their school or any other school and/or district when posting to any form of social media.
- that no student post any school events, or pictures taken in school or a school activity that is contrary to our School Code of Conduct and the morals of our faith.
- A teacher rep must be attached to any school account.

If a student adds a posting to any form of social media using the name of a school within our school district or using the name of a staff member or the student, the student will receive a suspension, or expulsion if so determined; the length of the consequence to be determined by the school principal.

If a student posts inappropriate material on any form of social media using videos taken at school or any school activity the student will receive a suspension, the length to be determined by the school principal.

If a student video tapes or records a staff member or student without his/her consent, the student will receive a suspension, or expulsion if so determined. The length of the suspension or expulsion will be determined by the Principal.

PERSONAL MOBILE DEVICE USE RESTRICTED

- Personal Mobile Device - defined as "any personal electronic device that can be used to communicate or to access the Internet, such as cellphone, tablet, laptop, smartwatch, AI glasses and calculators, AirPods, etc."
- All mobile devices are banned in the classroom, washroom and hallways during instructional time, unless instructed by the teacher for educational use. They are permitted between classes and during lunch. Phones are to be placed in lockers. Phones are to be turned into the teacher and kept for the remainder of the period if brought to class. Consequences will follow for non-compliance.

OPPOSITION TO AUTHORITY & RESPECT TO AUTHORITY

(i.e. failure to comply, failure to give your name to a staff member, refusing to report to the office, not following the directions or instructions given by a staff member, etc.)

- If a student is oppositional or defiant to a staff member, administration will be involved immediately. Discipline and consequences will be up to the discretion of the administrator.
- Consequences can range from “in school” discipline to the possibility of suspension.
- “In school” discipline can include detentions, loss of privileges, apology to the staff member, etc.
- A student’s refusal to give his or her name to a staff member will result in a suspension.
- A student’s failure to report to the office when directed will result in a suspension.

THEFT

- Students caught stealing will be suspended. The police may also be involved.
- The student will be responsible for full restitution/payment or the return of the stolen item.
- Students are **strongly** encouraged not to leave valuables in the change rooms or lockers.
- The school is not responsible for lost or stolen items.

VANDALISM

The following are possible consequences for students caught vandalizing school property:

- Restitution- pay/repair/clean up
- Suspension
- Police Involvement

PROFANE LANGUAGE

- Profane/inappropriate language (in classroom or hallway) will be addressed by a staff member. The student will be referred to the administration. Discipline and consequences will be up to the discretion of the administrator.
- “In school” discipline can include detentions, loss of privileges, apology to teacher, etc.
- Profane/inappropriate language directed towards a staff member by a student will result in a suspension.

BULLYING / CYBER-BULLYING

(This includes any forms of social media- i.e. X, Facebook, IG, Snapchat, Discord, TikTok, etc.)

- All bullying will be referred to administration.
- School consequences may apply to incidents that occur outside of school hours that influence the atmosphere of the school.
- The administrator will investigate the incident. Consequences and discipline will be left to the discretion of the administrator.
- Discipline can range from “in school” consequences to possible suspension and police involvement.
- The victim and perpetrator may be referred to the school’s social worker.
- The victim and perpetrator may be asked to participate in a restorative justice session.

PARKING ISSUES

(i.e. students parking in the teacher lot, unsafe driving in the parking lot, loitering in the parking lot)

- Students are not permitted to park their vehicles in the teacher parking lot.
- Students are only allowed to park in Student Parking Lot with a visible updated Student Parking Pass (which can be purchased at Reception)
- The following are possible consequences for students who park in the teacher lot, drive unsafely in the parking lot, or loiter in the parking lot.
- Removal of parking privileges
- Police involvement
- Suspension

HALLWAYS

Hallways are off limits during the lunch hours as some classes will be in session during the lunch hour.

- The only halls accessible during the lunch hour are the library/drama hallway on the first floor and the main office/Room 2008 & 2009 hallway on the second floor. There is to be no loitering in these halls.
- Students will have access to their lockers during the travel time only.
- Students who are oppositional or defiant to a staff member in the hallways will be referred to administration immediately. Discipline and consequences will be up to the discretion of the administrator.

WASHROOMS

- The code of conduct applies to all washroom spaces.
- Washrooms are purpose-built facilities meant for proper use and washing hands only, barring any extenuating circumstances.
- Loitering in washrooms is strictly prohibited at any time.
- Washrooms are not to be used as gathering places.
- Food is not to be eaten in washrooms.
- No phone use or recording is to take place in washrooms.
- Sitting on countertops in washrooms is forbidden.
- Failure to do so will result in progressive discipline.

ANAPHYLAXIS POLICY

In accordance with Sabrina's Law, our Board has an anaphylaxis policy that includes strategies to reduce risk of exposure to anaphylactic causative agents, regular training on dealing with life-threatening allergies, a requirement that every school principal develop an individual plan for each pupil who has an anaphylactic allergy, and a requirement that every school principal maintain a file for each anaphylactic pupil. The individual plan for a pupil with an anaphylactic allergy includes details on the type of allergy, monitoring and avoidance strategies and appropriate treatment, a readily accessible emergency procedure for the pupil and storage for epinephrine auto-injectors, where necessary. The complete policy may be viewed at www.bhncdsb.edu.on.ca/policy/files/200.18.pdf

EXTRA-CURRICULAR PROGRAM

At St. John's College, we strongly encourage students to become involved in a variety of activities outside of the classroom. Arts, athletics (varsity and intramural), and club activities are important in the complete development of a balanced secondary experience. Though extra-curricular activities are vital, academics will always remain the major focus at St. John's College.

1. **ACADEMIC:**
 - Students who have not fulfilled their academic obligation to their course teacher may be withheld from school activities.
 - Meeting with teacher, coach, Guidance, and/or Administrator may be requested to assess extenuating circumstances and academic progress.
2. **BEHAVIOURAL:**

Students who are suspended from school will not participate in any school related activities during the suspension period.
3. **UNIFORM VIOLATIONS:**

Students who do not adhere to the uniform policy may be subject to progressive discipline which may include detentions, suspension, etc.

Administration reserves the right to alter the above guidelines.
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Student co-curricular fees at St. John's College cover a small part of the costs associated with co-curricular activities. **The fee is dependent upon the activity in which the student participates in and will be paid on "School Cash Online".** <https://bhncdsb.schoolcashionline.com>.

Students must pay the fee associated with the activity prior to participating.

[Please note: Any school required forms and/or fees may hinder the student's participation in any school related activity.]

ACTIVITY FEES

2026 - 2027 Activity Fee: \$40.00

Includes: school calendar, student photo ID card, guest speakers and activities/special events, and Campus Ministry and Student Council (including pep rallies and civvies days)

Please note that there are no refunds after September 1, 2026.

TEXTBOOK/INSTRUCTIONAL MATERIALS

- Provided to students for the duration of the course.
- Students are responsible for the condition of the materials while they are in the student's care.

- Loss or damage to materials: **Restitution must be made prior to final examinations each semester.**
- Parents who wish to make repayment arrangements are asked to contact an administrator at 519-759-2318.

LIBRARY

- Hours 8:30 a.m. – 3:00 p.m.
- Signing out materials – 3 weeks
- Outstanding materials must be returned, or restitution must be made prior to final examinations.

SECURITY CAMERAS

Video cameras are located throughout the school. The cameras encourage students and visitors to respect each other and our facilities.

OUR GOVERNING PRINCIPLES

WE BELIEVE that the human person reflects the Image of God.

WE BELIEVE that each person is called to be a steward of God's Creation. WE

BELIEVE that the care of the body affects the formation of the soul. WE

THEREFORE AFFIRM THAT:

- Acknowledging and striving to model these principles is the goal of all members of the St. John's College community.
- Wearing the St. John's College uniform is an outward participation in nurturing the transformation of the inner person.
- Joining the Catholic educational community of St. John's College means that students and their families take up this challenge of stewardship.

IN SCHOOL = IN UNIFORM! Including Lunch Hour

Each student has the responsibility to be in complete school uniform at all times during the school day (8:50 a.m. to dismissal). Any student who cannot get into proper uniform will not be permitted into class. Administrative approval will be required for re-admittance only once parent/guardian has been contacted.

UNIFORM PARTS		HOW TO WEAR IT
*DRESS SHIRTS	White long sleeved (OR) white short sleeved	- only plain white short sleeved T-shirts are to be worn under all white SJC tops - no layering - must be buttoned modestly
*GOLF SHIRTS	white polo short sleeved black polo/green short or long sleeved	- only plain white short sleeved T-shirts are to worn under all white SJC tops - worn over a plain white T-shirt - worn with plain white short sleeved T-shirt or black short sleeved t-shirt
*RUGBY SHIRTS	long sleeved short sleeved	- may be worn over white T-shirt - may only be worn with plain white or black short sleeved T- shirt under all SJC tops
*OTHER ITEMS No non-uniform items will be worn over the uniform in the school building, classrooms, or portables. (Spirit wear items do not qualify as school uniform.) Non-uniform items will be taken if worn in class- rooms. Pants must be worn at the waist. All clothing must be worn in a modest fashion.	v-neck vest (green) green cardigan sweatshirt zip-up jacket	- must be worn only over white uniform dress shirt - must be worn with uniform shirt - can NOT be worn with #1 dress uniform - may be worn over white uniform dress shirt, or black polo uniform shirt
FOOTWEAR Not to be changed during the school day, if a student chooses to do so, student will be subject to progressive discipline.	solid black shoes (closed toe, closed heel)	-must be worn at all times while in school any trim visible, must be solid black
	sandals - solid black or dark chocolate brown 2 strap Birkenstock	-must not be a flip-flop, thong sandals, beach shoes, water shoe, athletic sandals, crocs or plastic shoes, Uggs slippers (Tazz, etc.) - NO FLAT THONG SANDALS under the discretion of the Administrator

	style	
	Boots - Solid black Ankle height (ex: Blundstone- style)	- are only to be worn with pants - pants are not to be tucked into boots. - Not to be worn with kilts

SOCKS If socks are visible they must be white, or black. Socks must be worn below knee level. *work socks are not permitted.	with pants	- no coloured socks other than white, or black - no layering socks
	with shorts	- white or black socks may be worn with shorts.
	With kilts and with jumpers	- white or black socks - white, beige or black nylons or tights (with feet)
*PANTS McCarthy monogrammed	Unisex / grey or black	- must be hemmed and in good repair - must be worn at the waist and no underwear is to show - not rolled or altered in any way.
	Athleisure Pant-black	- must be hemmed and in good repair - must be worn at the waist and no underwear is to show - not rolled or altered in any way.
*KILT		- length is to be no more than 2" above the knee - not to be rolled - If kilts continue to be worn improperly, pants/shorts will become mandatory.
*WALKING SHORTS (unisex) McCarthy monogrammed	black only	- knee length - is not to be shortened or rolled up - can be worn with #1 dress. - SJC logo must be visible
BELT	solid black – no lettering or studs	- to be worn at the waist
*TIE (must be knotted appropriately at shirt collar and tucked inside the vest)	uniform tie	- only school ties are permitted - ties will be worn properly all day

*GYM UNIFORM (see SJC gym uniform policy)	T-shirt (grey or white)	- mandatory wear
	black shorts or green shorts	- mandatory wear

- These items must be purchased from the uniform provider. Do NOT purchase these items from any other store as these items will not be accepted as uniform.
- Only items available from our Uniform Provider will be accepted as uniform.
- No uniform item is to be ripped, frayed, or modified.
- Spirit Wear is NOT considered part of the daily uniform.
- Hats are not to be worn in school. In addition, they must be kept in the locker. They are not to be carried around all day. No bandanas, sunglasses or other headwear are allowed during the school day. **Only religious headdress is allowed.**

DRESS CODE GUIDELINES FOR NON-UNIFORM SCHOOL EVENTS

Dress must be clean, modest, and appropriate. Our school is air-conditioned for your comfort. We encourage students to treat the school setting as their place of work and thus choose appropriate clothing. It is important that you recognize our school as a place of learning. Respecting the intention of our Code of Conduct, we commit ourselves to wearing clothing that does not diminish our personal dignity by bringing inappropriate attention to our bodies.

We want to be very clear on the following:

- Clothing with inappropriate logos, sayings, or pictures IS NOT acceptable at school. Your clothing should not promote any products or beliefs that are prohibited by the values of our faith: e.g. clothing which condones sex, drugs, alcohol, violence, or discrimination.
- Tank tops, halter tops, tops with spaghetti straps, crop/midriff tops, backless tops, tube tops, one shoulder tops, cut-off shorts, etc. are NOT to be worn at school.
- Shorts and skirts **must** be worn at a modest length.
- Jeans / pants that ride low are NOT permitted if the top worn does not completely cover the midriff area.
- Only religious headdress is allowed.
- This policy is in effect for school dances, school trips, and dress down days. You will be asked to change or leave the building if you do not respect the rules indicated above.
- While Prom and Semi-formal are considered special events, we remind you to be modest in the selection of a dress or outfit.

Note:

Failure to comply with these guidelines you will:

- (a) be sent home to change**
- (b) be removed from the event**
- (c) wear a sweater, shirt, or T-shirt provided by the school**
- (d) be subject to progressive discipline**

SPIRIT WEAR REGULATIONS

*Spirit Wear is NOT considered part of the daily school uniform.

On Spirit Wear Days, students can wear any part of a school team or club clothing pieces. Wearing white or green pieces of clothing which are not spirit wear is not acceptable. You may choose from the following:

- If you are only wearing a spirit wear top you must wear uniform bottoms.
- If you are only wearing spirit wear bottoms you must wear a uniform top.
- Students may wear spirit wear tops and bottoms
- Students wearing spirit wear items may wear whatever footwear they want.

LOCKERS

Lockers are the property of the school and as such must not be written on using markers or other devices. Administration has the right to search lockers at any time. **ONLY SCHOOL LOCKS ARE PERMITTED!** (Note: Students are assigned lockers and must remain in that assigned locker for the school year. Switching lockers is not permitted. Discipline and consequence for not adhering to these rules will be left to the discretion of the administrator.)

SMOKING, VAPING, NICOTINE, TOBACCO, AND/OR CANNABIS ARE NOT PERMITTED ON SCHOOL PROPERTY.

(Tobacco Control Act) – (Tobacco Free Environment)

Prohibited substances, which may include tobacco and nicotine products, alcohol, and narcotics, must not be used, possessed, or visible in the school or on school property.

Consequences include:

1. Fines and charges.
2. An immediate suspension from school.
3. Informing the Health Unit, resulting in a fine and court appearance for those under 16 years of age.

ACADEMICS

ACADEMIC HONESTY

Academic dishonesty is a serious offence which is contrary to the personal integrity which we strive to develop in our students. Such conduct will receive significant consequences. Academic dishonesty may occur in a number of ways, including, but not limited to:

1. Copying parts or all of a fellow student's homework.

2. Copying parts or all of a fellow student's assignment, essay, project, etc.
3. Having someone do parts or all of your work and submitting it as your own.
4. Superficial paraphrasing of someone's ideas or writing and submitting them as your own.
5. Using someone's ideas in your work whether quoted directly or written in your own words, without citation.
6. Submitting work which has been entirely or partially obtained from an Internet site as your own.
7. Failing to place quotation marks around a passage that you have not paraphrased, even if you acknowledge the source.
8. Using sources that are not permitted for a particular assignment as instructed by the teacher.
9. The person who facilitates or provided parts or all of their work to another person.
10. Resubmitting your original work in multiple courses/classes.
11. Utilizing AI powered tools (ie. Chat GPT) without proper acknowledgement and/or consent from teachers is a form of academic misconduct. Work produced must represent the student's own efforts and any external sources are cited appropriately.

The consequences are as follows:

LEVEL 1	Citation correction and Warning	Technical and unintentional in nature (an error in citation)
LEVEL 2	Re-Writing and Warning	Unintentional and fails to meet criteria. The infraction is on record.
LEVEL 3	No Mark, or Zero	Intentional or significant infraction that ought reasonably be known to be dishonest. The infraction is kept on record and could impact the student's eligibility for academic award.
	No Mark, or Zero, and/or Suspension	A second Level 3 infraction, in any course, during the same school year.

If a teacher suspects academic dishonesty, the teacher will follow this procedure:

1. Consult with the Department Head to determine if there are sufficient grounds to proceed.
2. If there are sufficient grounds, discuss the matter with the student and allow the student to provide explanation.
3. Consult an administrator to determine whether there should be a consequence and what an appropriate consequence would be for the infraction.
4. Inform both the student and the parent of the consequence.

If a student is uncertain whether his/her efforts might constitute academic dishonesty, it is the responsibility of the student to check with the teacher before completing and submitting his/her assignment for evaluation.

EVALUATION

- Students are informed at the beginning of each course as to how they will be evaluated.
- Evaluation of student progress is a continuous process and involves a variety of activities.
- It is vital that teachers and parents work together to monitor and support student progress.

The reporting dates for 2026-2027 school year (which may also be found on the school calendar) are as follows:

Interim Progress Reports - October 21, 2026 (S1) / March 24, 2027 (S2)

Mid-Term Reports Emailed to Parents - November 26, 2026 (S1) / Week of May 3, 2027 (S2)

Final Report Emailed to Parents – Week of February 16, 2027 (S1) / July 7, 2027 (S2)

Parent-Teacher Interviews – October 29, 2026 (S1) / April 1, 2027 (S2)

Parents may contact the school (519) 759-2318 to speak to the teacher and/or arrange an interview to review student progress.

ACCIDENTS

All accidents, regardless of severity, involving personal injury or property damage, must be reported to the Main Office immediately and managed in accordance with the school's established procedures for injuries, including concussions.

EMERGENCY RESPONSE PROCEDURES

- Staff and students are required to adhere to the school's emergency procedures.
- Go quickly and quietly to the nearest fire exit as indicated in each classroom.
- Remain with your class and teacher outside, well away from the school building until advised to return to class.
- Designated Fire Routes cannot be blocked.
- During lockdowns, students are not permitted to use their cell phones or other personal electronic devices.

BUSES

Inclement weather may occasionally result in the cancellation of transportation services or the early dismissal of students. Schools are closed when bus transportation is cancelled. Please note that it is the parents' responsibility, at all times, to decide whether it is safe for their children to attend school. Transportation cancellations and delays, or early dismissals, will be announced on local radio stations (820 CHAM, 900 CHML, 1150 CKOC, 1380 CKPC, 92.1 CKPC), the BHNCD SB website, St. John's College website, and Twitter. Detailed procedures for transportation of students, bus cancellations or delay information is available on the Board's website or www.stsbhn.ca

1. Students must use assigned routes.
2. The driver's directions must be obeyed.
3. Students should be at the bus pick-up point 10 minutes before the scheduled transportation.
4. General bussing inquiries:
Transportation Services (519) 751-7532 or www.stsbhn.ca
5. No passes of any sort will be provided. You must ride your assigned bus.

ST. JOHN'S COLLEGE IS IN ZONE #4

HONOUR J /EAGLE AWARD

The Honour J and Eagle Awards recognize achievements and contributions to school life under the following categories:

CATEGORY	EAGLE AWARD MINIMUM # OF POINTS	HONOUR J MINIMUM # OF POINTS
ACADEMICS <i>[compulsory category]</i>	80	150
CLUBS & ORGANIZATIONS ** <i>[optional categories]</i>	10 - 15	20 - 25
ARTS - DRAMA/MUSIC/VISUAL ARTS	10 - 15	20 - 25
SPORTS	10 - 15	20 - 25
SCHOOL VOLUNTEER SERVICE	10 - 15	20 - 25
FAITH DEVELOPMENT	10 - 15	20 - 25
[**May also be counted separately in the clubs/organization category if desired]		
LETTERS OF REFERENCE [COMPULSORY CATEGORY]	1	1
TOTALS	150	250

CRITERIA:

- Assigned points for areas of involvement **MUST** be signed by the appropriate staff advisor/supervisor and confirmed with a signature.
- Points can be earned at any time during your first four years at St. John's College.
- EAGLE AWARD:** You must earn at least the minimum number of points in the Academics compulsory category, 1 point for a compulsory Letter of Reference, and at least 10 points in three optional categories or 15 points in two optional categories (see chart above). Additional points may be earned from any/all categories.
- HONOUR J AWARD:** You must earn at least the minimum number of points in the Academics compulsory category, 1 point for a compulsory Letter of Reference, and at least 20 points in three optional categories or 25 points in two optional categories (see chart above). Additional points may be earned from any/all categories.
- As a general guideline, each point awarded represents about 10 hours of involvement, as well as level of commitment and overall contribution to the group.
- The numbers you see on the application in the *Points per Year* column are maximum numbers.
- During the student's years at St. John's College, he/she must have behaved according to the *Code of Expectations* as indicated in the school's *Code of Human Relations*. (i.e. having had no serious or ongoing violations for the Code).
- 40 hours of community volunteer hours **CANNOT** be included. Hours accumulated above

the 40 hours required for the OSSD may be applied towards the Honour J and Eagle Awards if they were done at a St. John's College sponsored activity.

APPLICATION FORMS ARE AVAILABLE IN STUDENT SERVICES. THE APPLICATION FORM MUST BE RETURNED TO STUDENT SERVICES BY APRIL 30th.

RETURNING GARDE 12 STUDENTS

SUPPORTING STUDENTS IN GRADUATING ON TIME

The Ministry of Education has implemented a 34-credit threshold in Ontario secondary schools. This ensures students can earn the necessary **30 credits** for their Ontario Secondary School Diploma (OSSD) within the **standard four-year timeline**, with up to 34 credits allowed for those who require additional time or coursework.

KEY INFORMATION:

- Students need **30 credits** to graduate with an OSSD.
- Up to **34 credits** can be earned in five years.
- During a student's first four consecutive years of high school, exceeding 34 credits is permitted.
- Schools have **no legal obligation** to allow students to return to their schools for a fifth year

OPTIONS BEYOND THE 34-CREDIT THRESHOLD

Students who have reached 34 credits but require additional coursework may consider:

- E-Learning (if available)
- Ontario Virtual School or ILC.org
- Night School
- Summer School
- Independent Learning Centers
- Adult Day School

PATHWAYS PLANNING

Students are encouraged to develop an Individual Pathways Plan (IPP) in myBlueprint to ensure they stay on track:

- Research post-secondary programs and career pathways based on interests, strengths, and goals.
- Identify required secondary school courses and plan coursework backwards from post-secondary goals.
- Consult guidance counsellors for course planning to avoid exceeding the 34-credit limit within four years.
- Regularly review and revise the plan at least twice a year to adapt to changing goals or needs.

For further details, please contact your school's guidance office.

5TH YEAR APPLICATIONS

If a Grade 12 student wishes to return to St. John's College for a 5th year, they are required to apply for this fifth year. Applications can be found in Student Services and students are required to fill out the form and return to their VP by December 9, 2026.

All applications submitted after the date above will not be considered and the student will have to plan

their pathway accordingly. Should a student return, they must be a full-time student with a minimum of 3 courses, and the school will do all it can to ensure those courses are placed in Semester 1 only.

Due to capacity constraints and limited space in programs, our priorities are given to first-time Grade 12s before opening courses to returning Grade 12s. We encourage all graduating students to apply to their post-secondary schools/programs as returning to St. John's College is not guaranteed. Students are only permitted to return if they have changed their pathway and need certain prerequisites for post-secondary programming.

Students will not be permitted to take:

- Courses for upgrading purposes
- Any Open-level course
- Tech course
- Physical Education course
- Co-Op Education

TIMETABLE CHANGES

Timetables will not be changed for the following reasons:

- Teacher preference
- Period preference
- Peer preference
- Spare preference

Course termination for legitimate reasons, after the semester deadline which appears on the School Calendar, will require the permission of a parent/guardian, counselor and administrator.

Full Disclosure: If a student withdraws from a Grade 11 or 12 course (including a student with an IEP) **on or before** 5 instructional days following the issuance of the first provincial report card, the **course will not be recorded** on the transcript.

If a student withdraws from a Grade 11 or 12 course **after 5** instructional days following the first provincial report card, a **“W” is entered** in the credit column and the student's **mark** at the time of withdrawal is expressed as a percentage in the achievement column.

If a student repeats a Grade 11 or 12 course, each attempt and its mark will be recorded on the Ontario Student Transcript (OST) however only one credit will be granted. The course with the **lower mark** will have an **“R” entered** in the credit column.

PRINCIPAL'S HONOUR ROLL

Students who qualify for Principal's Honour Roll must achieve:

- For grade 9,10, 11 – 80% average in minimum eight courses and be recognized as a full-time student [September – June]
- For grade 12 – 80% average in minimum 6 courses and be recognized as a full-time student [September – June mandatory 6 courses]

- Must have a religion course within the period of July – June.

These courses must be taken in the Brant Haldimand Norfolk Catholic District School Board and will be calculated from July 1 – June 30 for each year's Honour Roll.