

STUDENT HANDBOOK SUMMER SCHOOL PROGRAM 2025

Principal: Meredith Daley
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Secretary: Katie Campbell

Phone Number: 819-684-7472 ext. 439512 @ D’Arcy McGee High School

Attendance: Students **MUST** attend all classes. Attendance will be taken daily. If a student is absent for an unjustified reason they may be withdrawn from the tutorial and no refund will be issued.

School Day Schedule

4 Hour Schedule

Mon - Fri	9:00 a.m.– 1:00 p.m.	
Period 1	9:00-10:00	60 min
Break	10:00-10:10	10 min
Period 2	10:10-11:10	60 min
Break	11:10-11:20	10 min
Period 3	11:20-12:05	45 min
Break	12:05-12:15	10 min
Period 4	12:15- 1:00	45 min

3 Hour MORNING Schedule

Mon - Fri	9:00 a.m.– 12:00 p.m.	
Period 1	9:00-10:00	60 min
Break	10:00-10:10	10 min
Period 2	10:10-11:00	50 min
Break	11:00-11:10	10 min
Period 3	11:10-12:00	50 min

3 Hour AFTERNOON Schedule

Mon - Fri	1:00 - 4:00 p.m.	
Period 1	1:00-2:00	60 min
Break	2:00-2:10	10 min
Period 2	2:10-3:00	50 min
Break	3:00-3:10	10 min
Period 3	3:10-4:00	50 min

3.5 Hour AFTERNOON Schedule

Mon - Fri	1:00 p.m.– 4:30 p.m.	
Period 1	1:00-2:00	60 min
Break	2:00-2:15	15 min
Period 2	2:15-3:15	60 min
Break	3:15-3:30	15 min
Period 3	3:30-4:30	60 min

Pre-requisites

Each summer school tutorial has prerequisites, a student must have taken the course during the 2024-2025 school year. Any one applying who does not meet the pre-requisites will have their application and tutorial fee returned.

Lockers are not available during summer school for any students.

School Policies and School Rules: All School Board policies apply (safe schools, drug and alcohol etc.).

All regular school rules apply.

The Summer School Program and summer examination sessions are periods of intensive and structured teaching and learning compressed into a very short timeframe. Given that for many students these sessions represent very important and often, “last chance” opportunities for promotion or for entry into to selected future programs, all efforts must be made to optimize the learning environment. **All students will be expected to respect this opportunity and these conditions and not to engage in inappropriate behaviors that could be distracting to others.**

It is important that students/parents/guardians understand that inappropriate behavior will not be tolerated & could result in a decision taken by the principal to remove the student from the program. **There will be no appeal to this process, no refund will be provided.**

Transportation to and from summer school is the responsibility of the student/parent.

Breaks: Students will be given a breaks. They may bring snacks & a water bottle, **NO ENERGY DRINKS** permitted. In addition, but they will not be able to leave the premises until their tutorial is finished.

Dress Code: Appropriate clothing should be worn to school. Inappropriate clothing includes tops, short shorts, bare midriffs; Clothing that promotes hatred against visible or ethnic minorities; Clothing with offensive words or pictures; Clothing which portrays or promotes the use of alcohol or drugs. Clothing items that could be used as weapons; Outside coats may not be worn in class.

General Information

1. All halls are **OUT OF BOUNDS** except for the hall in which students are taking your course. Please do not go exploring.
2. Smoking is **NOT** permitted on school property.
3. The school cafeteria is closed.
4. The school will be locked at 4:30 pm each night.
5. No skateboarding or roller blading is permitted on school property or in the school.
6. Dress code of the school still applies in summer.
7. Do not exit from any doors EXCEPT assigned doors.
8. Please use only assigned washrooms. Your teacher will advise which washroom areas are available.
9. Students should bring appropriate materials for their course, binder, calculator, geometry set, pencil/pen/highlighter, loose leaf or a notebook, dictionary, etc...

Examination Re-Writes: A number of examinations will be available for students who **failed the course** during the school year or who want to **improve their mark.**

Course Fees and Examination Re-Write Fee: Course Fees cover the cost of administration, instruction, examination and marking. The course fee is not refundable once the course starts. **Course fees must be paid in full prior to the start of a summer school tutorial. There will be no entry to the exam or tutorial until fees are paid.** Parents/Guardians will need to call summer school to pay using a credit card over the phone. All Ministry exams are free to write.

Course + Exam	\$	Exam only	\$
Mathematics Grade 7/8/9 [24 hours]	275	Mathematics Grade 7/8/9	100
Mathematics Grade 10 [20-27 hours] CST-SN	275	Mathematics Grade 10 CST-SN*	Ministry
History/ Histoire 9 [30 hours]	325	Mathematics Grade 11 CST-SN	100
History/ Histoire 10 [30 hours]	325	History 9/10	100/ Ministry
Science and Technology AST Grade 9(applied) [30 hours]	325	Science and Technology AST 9/10 (applied)	100/ Ministry
Science and Technology AST Grade 10 (applied) [15 hours]	325	Science and Technology 9/10 EST-SE	100 / Ministry
English 7-8-9-10-11 [15 hours]	275	Physics 11	100
French 7-8-9-10-11 [30 hours]	325	Chemistry 11	100
		English and French 7-8-9-10 /11	100/ Ministry

Refund Policy: Full refund

- If the summer school tutorial is cancelled.
- If a student registers for a summer course and then finds out from either the school report or the Ministry of Education report that they have in fact **passed** the course, they will be refunded for the course.

Refund Policy: No refund

- There will be no refund if a student withdraws from a course for any other reason than those stated above or if a student is removed from a course.
- The re-write final exam fee is not refundable.

Examination Schedule: Examinations will be written on the date indicated on the summer school examination schedule. Students absent from the final examination for whatever reason will not receive a final mark in the course and no equivalences can be granted.

Examination Writing Locations will be posted the day of the examination. Examinations must be written on the date scheduled and can only be written at the summer school location.

Examination Regulations: No students can be admitted to the examination room after the first 30 minutes of an examination have elapsed and no student is permitted to leave the examination room until at least one half of the time allotted for the examination has elapsed. ***Only permitted aids are allowed in the examination room.

Permitted aids

- **Mathematics:** Memory aid (double sided & HANDWRITTEN ONLY), Graphic Calculator, Graph Paper, Geometry set, Ruler.
- **French Interaction:** Preparation booklet. Secondary 5: preparation booklet and dictionary.
- **French Reading and French Production:** French dictionary, French-English dictionary, Thesaurus, Beshерelle, Grammaire. Electronic dictionaries are not permitted.
- **Science and Technology, Physics and Chemistry:** Ruler, Scientific Calculator (graphing calculators and all other calculators that can store information are prohibited).
- **History:** none.

All electronic devices, cell phones, iPods/iPads are prohibited during exams.

Students must supply their own writing material (pens, pencils, calculators, etc).

Students should bring bottled water to the examination room since examinations may be written in non-air conditioned rooms.

Cheating on an examination will result in immediate expulsion from the examination room and no final result will be issued. A report on the incident will be filed with the Principal of your home school and with the police and/or the Ministry of Education where warranted.

Report Cards will be available on the portal by Mid-August. For students applying to post-secondary institutions this report card can be used as proof of success for admission to post-secondary institutions until the official updated transcript is received from the Ministry of Education (MEESR). Your school will also receive a copy of the summer school report marks.

Calculation of Final Marks for Summer Courses and Re-Write Exams

Summer school tutorial mark or the re-write exam will be used as the final mark for the summer courses.

For each course, the calculation of the final mark is explained below.

English, Grade 7-8-9-10-11: The re-write final exam will carry a 100% weighting.

French Grade 7-8-9-10-11: A student may do the re-write exam for any or all the competencies. The new overall final mark would be based on a combination of the best competency mark from either the June or summer school results.

Mathematics, Grade 7-8-9-10-11 [CST-SN]

There is a Competency 1 [30%] & a Competency 2 [70%] final exam will carry a 100% weighting.

History 10: The re-write final exam will carry a 100% weighting.

Science and Technology & Applied Science and Technology, Grade 10: The June Lab exam final mark will be re-used to calculate the new overall final mark unless a student is taking the tutorial, in this case the student will have the opportunity to redo/improve their lab mark. Written exam is worth 60% and 40% for the Lab exam.

Science and the Environment & Environmental Science and Technology, Grade 10

The June Lab exam final mark will be re-used to calculate the new overall final mark, using the standard weighting of 60% for the Written exam re-write mark, and 40% for the June Lab exam final mark.

Chemistry and Physics, Grade 11

The re-write exam will be offered for the written exam only. The June Lab exam final mark will be re-used to calculate the new overall final mark, using the standard weighting of 60% for the Written exam re-write mark, and 40% for the June Lab exam final mark.

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Graduation Requirements

Youth Sector High School Graduation Requirements

- **A minimum of 54 Sec IV + V credits**
 - the last digit of each course code indicates the credits given for passing that course
 - i.e.: a 504 course is worth 4 credits while a 506 is worth 6 credits.
- **Including at Sec IV:**
 - at least 4 credits in Mathematics (CST, TS or Scientific)
 - at least 4 credits in History of Quebec and Canada (in English or French)
 - at least 4 credits in Science
 - at least 2 credits in Arts Education (Fine Arts, Music, Drama or Dance)
- **Including at least 20 at Sec V:**
 - 6 credits in English (Mother Tongue)
 - at least 4 credits of French (French Second Language)
 - at least 2 credits in CCQ or Physical Education