

# STUDENT HANDBOOK

## WELCOME TO UNITY CHRISTIAN HIGH SCHOOL, 2011-2012!

Unity Christian High School is a nurturing educational community, which equips all students to boldly seek and proclaim God's truth as they explore His creation, and guides them toward realization of their calling to participate in Christ's kingdom.

WELCOME TO UNITY CHRISTIAN HIGH SCHOOL!

By grace, working through the prayers and labours of God's people, Unity Christian High School plans to enter another year of educating His young people in 2010-2011.

I look forward to the privilege of working with you, learning together what it means to be a real, vibrant community. I pray that we will grow together, and will make Unity continue to grow into the kind of school that God wants it to be.

As teachers, we promise to do everything we can to challenge you with superb curriculum and the best possible teaching; we promise to care for you and keep you as safe as we can; we promise to lead and guide you into maturity as best we can, and we promise to keep you and your family as informed as we can, so you can make good decisions about your future. And we promise to pray for you and your families.

From our side, we need you to work with us, to be diligent, to be respectful and attentive. We need you to pray for us, as we do our work of offering you the best education that we can.

And in that, there is no "you and us", but in Christ, just "us".

As we pray and work, together we will pursue the vision of UNITY CHRISTIAN HIGH SCHOOL.

Mr. Peter Bulthuis  
principal

---

# STUDENT HANDBOOK: UNITY CHRISTIAN HIGH SCHOOL

---

## TABLE OF CONTENTS

|  |    |
|--|----|
| Message from the Principal .....   | 1  |
| Table of Contents .....  | 2  |
| <b>A. The Purpose, Vision and Mission of Unity Christian High School</b> |    |
| I. Graduate Profile .....  | 5  |
| II. Curricular Principles .....  | 6  |
| <b>B. Programs at Unity</b>  |    |
| I. UNITY FOR CHRIST Service Learning .....                               | 8  |
| -Goals .....   | 8  |
| -Guidelines .....  | 9  |
| -List of Eligible Activities .....                                       | 9  |
| -Procedure .....   | 10 |
| -Forms .....   | 10 |
| II. Co-Curricular Activities .....                                       | 11 |
| -Introduction .....  | 11 |
| -Sports .....  | 11 |
| -Sports Transfer Policy .....  | 11 |
| -Activities .....  | 11 |
| -Scholarships and Awards .....   | 12 |
| III. Guidance Program .....  | 16 |
| -Adapting to the High School Environment .....                           | 16 |
| -Working through Personal or Relationship Difficulties .....             | 16 |
| -Choosing Courses and Educational Paths .....                            | 16 |
| -Exploring Careers .....   | 16 |
| -Learning Resource .....   | 16 |
| -UNITY FOR CHRIST Service Learning .....                                 | 16 |
| <b>C. Building the UNITY Community</b>                                   |    |
| Promise of Relationship .....  | 18 |
| I. Building a Purposeful, Joyful Atmosphere .....                        | 19 |
| -Introduction .....  | 19 |
| -A.1. Respect and Dignity of Persons (Inappropriate Behaviour) .....     | 20 |
| a. General .....   | 20 |
| b. Dress .....   | 20 |
| c. Physical Demonstrations of Affection .....                            | 20 |
| d. Bus Expectations .....  | 21 |
| e. Student Drivers on School Excursions .....                            | 21 |
| A.2. Respect and Dignity of Persons (Serious Violations) .....           | 21 |
| a. Harassment and Bullying .....   | 21 |
| b. Abuse .....   | 22 |

|  |    |
|--|----|
| c. Substance Abuse .....   | 22 |
| d. Tobacco Products: Use or Possession .....                     | 23 |
| e. Weapons and Fighting .....                                    | 23 |
| f. Fire Alarms.....  | 23 |
| B. Respect for Property.....                                     | 24 |
| a. General .....   | 24 |
| b. Science Rooms.....  | 24 |
| c. Technology “Shop” Room .....                                  | 24 |
| d. Electronic Communication Devices .....                        | 24 |
| e. Backpacks and Gym Bags .....                                  | 24 |
| f. Textbooks .....   | 24 |
| g. Lockers .....   | 25 |
| h. Equipment Use.....  | 25 |
| i. Internet Access.....  | 25 |
| j. Electronic Music Devices.....                                 | 25 |
| C. Attendance.....   | 25 |
| a. Regular Attendance.....                                       | 25 |
| b. Absences .....  | 25 |
| c. Classroom Attendance and Lates.....                           | 25 |
| d. Illness and Emergencies .....                                 | 25 |
| e. Leaving School Property .....                                 | 26 |
| f. Special School Days .....                                     | 26 |
| g. Tests Missed.....   | 26 |
| D. Visitors .....  | 26 |
| a. Visitors .....  | 26 |
| b. Guests at Student Council Sponsored Activities or Events..... | 26 |
| E. Definitions and Explanations .....                            | 26 |
| F. General Authority of the Administration.....                  | 27 |
| II. Other Valuable Information.....                              | 28 |
| -Student Accident Insurance.....                                 | 28 |
| -School Cancellation.....  | 28 |
| -Telephone .....   | 28 |
| -Study Periods and Spares .....                                  | 28 |
| -Student Fund Raising .....                                      | 28 |
| -Graduation at Unity Christian High School.....                  | 29 |

# **A. The Purpose, Vision and Mission of Unity Christian High School**

## **PURPOSE:**

Unity Christian High School exists to give God glory in the field of education by cultivating the gifts of all students, equipping them to see and serve Christ in His world in purposeful Christian living.

## **VISION:**

Unity Christian High School is a nurturing educational community, which equips all students to boldly seek and proclaim God's truth as they explore His creation, and guides them toward realization of their calling to participate in Christ's kingdom.

## **MISSION:**

Gifted Christian teachers will engage students in a purposeful, joyful atmosphere, providing a comprehensive program which educates and involves the whole student.

---

# I. GRADUATE PROFILE

---

Working from the purpose, vision, and mission statements, UNITY Christian High School is a school that is organized in such a way that it seeks to graduate students who:

- Are compassionate and wise leaders in their families, churches and broader communities.
- Are bold witnesses to the transforming power of the gospel in every part of their lives and vocations.
- Are able to act with Christian discretion, knowledgeable of the Truth.
- Display integrity, respect, reliability, responsibility and excitement about the prospect of using the talents God has given them in the service of God and others
  - development of active young people and adults:*
    - work well with others,*
    - know how to take a position, and advocate it,*
    - speak and write effectively,*
    - listen carefully; read for comprehension, recognize bias,*
    - be able to organize.*
- Are grounded in a Biblical worldview which enables them to articulate and act upon God's call to serve Him in all areas of their lives.
- Are life-long learners: knowledgeable, effective, competent thinkers and communicators who are appropriately equipped to excel at whatever calling they pursue after high school.
  - skills for life-long learning:*
    - use libraries, computers, resources,*
    - develop hobbies,*
    - take advantage of educational opportunities,*
    - keep up-to-date with issues,*
    - think logically.*
  - flexible in career choices:*
    - be aware of own gifts,*
    - aware of available opportunities,*
    - computer literate,*
    - can learn new skills,*
    - adaptable,*
    - interests in various areas.*



---

## II. CURRICULAR PRINCIPLES

---

These principles underline the courses, the activities and the passion of Unity Christian High School:

1. Students at Unity will deepen their understanding of the nature of God through the study of Scripture and His creation, and respond to Him with trust and awe.
2. Students at Unity will seek to witness to and transform culture for God's glory in all areas of life, through knowing their role in God's redemptive plan.
3. Students at Unity will be encouraged to respond to the restorative power of God's grace, develop an awareness of themselves as unique image-bearers of God, able and willing to use their specific gifts in the world.
4. Students at Unity will develop a Christ-like character.
5. Students at Unity will learn to identify Biblical truths, separate them from non-Christian mind-sets, and develop ethical positions based on these truths.
6. Students at Unity will learn to view society and culture as human faith responses to God and His works.
7. Students at Unity will contribute to and experience a diverse community by caring for others and celebrating differences with respect, tolerance and love.
8. Students at Unity will develop the skills and tools to communicate effectively and responsibly.
9. Students at Unity will acquire skills that will enable them to be life-long Kingdom workers.
10. Students at Unity will be equipped with skills that will enable them to live out God's calling and will in their lives.

## **B. Programs at Unity**

---

# I. UNITY FOR CHRIST SERVICE LEARNING

---

It has always been recognized that SERVICE is a way of life for a Christian. That is: we are to serve our God through our worship, our prayer, our behaviour and our knowledge of God and His world. SERVICE is doing specific loving actions directed toward other people and the rest of God's world. "Structured" service, increasingly recognized by the churches in our community, is to have a pro-active flavour, is to be infused with respect and compassion, and is to be implemented in an organized manner. This type of service implies initiative, diligence and a sense of "making a difference". This is the type of service that makes up the UNITY FOR CHRIST service learning program, a key element of our high school.

UNITY Christian High School, has set as a prerequisite for graduation, your involvement with at least 40 hours of UNITY FOR CHRIST service through your years at our school. Ideally, this should be done in two major projects, 10 hours or so per year, enabling a strong and profound relationship between you and those with whom you are working. Service projects at UNITY are meant for you to take the opportunity to put into practice the worldview you are learning in school. This service is meant to have a positive thrust ("doing something good"), and to instill respect and compassion.

## Goals

Through this program, you will:

1. be introduced to the needs of others,
2. be able to see that need exists within your community,
3. develop a tendency and lifetime habit for Christian service,
4. put into practice the love given by Christ,
5. realize your own usefulness in practical, meaningful ways,
6. increase your knowledge of Jesus and develop commitment to Jesus by imitating his servant attitude,
7. learn both the humility and the honour of Christian service,
8. learn the principles of faithfulness and discipline in service,
9. become a contributing member of the community in a meaningful way,
10. develop and be able to articulate your Biblical philosophy of Christian service,
11. learn some ways to fulfil God's command to love others,



## Guidelines

In planning and implementing the **UNITY FOR CHRIST** service learning projects, these guidelines should be understood and followed:

1. No payment may be received for your service activity,
2. Service must be given to people outside of your family and immediate relatives (uncles, aunts, grandparents, cousins), and cannot include helping friends,
3. Activities can be of your own choosing, or from the list provided below,
4. Activities must be approved by the school and your parents before you begin,
5. The 40 hours of UNITY FOR CHRIST service learning should ideally be divided between two sustained projects in the years at UNITY,
6. You should set up the planned activity by October 15 of each year.
7. You should understand the ongoing responsibilities of the service learning by:
  - developing a plan and contract (as per the form) by October 15, and have it signed by yourself, the teacher, the parents and the activity sponsor,
  - being diligent in performing the tasks in the activity,
  - being ready to share personal reactions in *advisory* periods or school assemblies or classes,
  - submitting "progress reports" to the teacher on the designated times (December, April, June; see the ANNUAL CALENDAR).
8. You should understand that those receiving your service should be able to expect from you:
  - punctuality in arrival and departure,
  - proper dress, according to the standards of the organization,
  - cooperation, respect and obedience,
  - sensitivity to the needs and situations of the agency or organization,
  - positive attitude,
  - advance notice to the agency of any unavoidable absence.
9. UNITY FOR CHRIST SERVICE LEARNING can only occur outside of the school setting.

### List of Eligible Activities

The following is the list that UNITY Christian High School deems eligible as activities for UNITY FOR CHRIST service learning (this list is not exhaustive):

#### IN SCHOOL:

- planting flowers and other plants on the school campus,
- putting on assemblies on a specific topics,
- making and displaying art in the school,
- clean-up or recycling campaigns in the school,
- clean-up/set-up crew for school events,
- office work,
- writing for community newspaper.



#### IN BROADER COMMUNITY:

- service in and for the church (eg.: contact your elders or deacons, youth pastor, minister),
- Christian local and global development agencies (eg.: World Vision, CRWRC, etc.),
- volunteer in a nursing home or retirement home,
- yard work or household chores for someone requiring assistance,
- delivering to shut-ins,
- local Pro-Life group,
- Barrie Food Bank,
- Canadian Red Cross

- keep a length of road or creek clean,
- build a ball diamond or another such facility in a needed area,
- volunteer at/for:
  - McLaren Art Centre,
  - Colours of Barrie,
  - disability support programs,
  - hospitals,
  - libraries (as literacy coaches),
  - museums,
  - special needs children.



**Procedure**

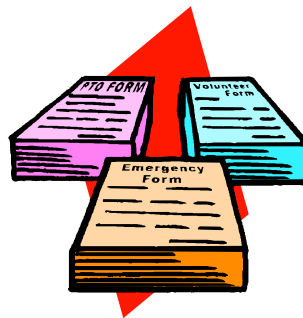
In order for you and the organization/agency to receive the maximum learning benefits, the following procedure has been established:

1. From the beginning of September through to middle of October you and your teacher in the advisory periods, will from time to time discuss the needs, challenges and opportunities of UNITY FOR CHRIST service learning. Throughout that time, you (along with your parents) will search for an appropriate activity for yourself.
2. By middle of October you will submit the form: UNITY FOR CHRIST SERVICE LEARNING ACTIVITY APPLICATION, signed by yourself and your parent.
3. In December and April you will submit a UNITY FOR CHRIST SERVICE LEARNING JOURNAL on which you will reflect on your learning and experiences.
4. In the advisory periods throughout the year, you and your teacher may discuss the ongoing nature of the service learning opportunities of each of you.
5. By beginning of June you will submit to the teacher, a COMPLETION OF UNITY FOR CHRIST SERVICE LEARNING ACTIVITY, as well as a final UNITY FOR CHRIST SERVICE LEARNING JOURNAL.
6. The guidance office will keep record of the service learning activities done by each of you throughout your time at UNITY.
7. In order for the UNITY FOR CHRIST SERVICE LEARNING to be recorded on you OST, completed forms signed by your supervisor must be submitted at the dates noted above.

**Forms**

There are three forms involved with UNITY FOR CHRIST service learning, each of which are available through the Guidance Office and on our computers;

1. UNITY FOR CHRIST SERVICE LEARNING ACTIVITY APPLICATION
2. UNITY FOR CHRIST SERVICE LEARNING JOURNAL
3. COMPLETION OF UNITY FOR CHRIST SERVICE LEARNING ACTIVITY



---

## II. CO-CURRICULAR ACTIVITIES

---

### Introduction

One of the joys of high school is in the area of co-curricular activities. At UNITY, the teachers develop these activities from our vision to make our high school into “a nurturing educational community, which equips all students to boldly seek and proclaim God’s truth as they explore His creation, and guides them toward realization of their calling to participate in Christ’s kingdom.” Being involved in such activities will deepen your high school experience and broaden your skills, knowledge and enjoyment. Because we believe that these activities are so important in your high school years, you must be involved in at least one co-curricular activity in order to achieve the UNITY CHS Diploma.

### Sports

Sports can play an important role in your high school years. Many positive skills can be learned through sports. Sports, in ways different from most academic subjects, demonstrate that you need other people and that when people play together, they learn to co-operate. You are all encouraged to try out for the various school teams. UNITY has established teams in volleyball, basketball, cross country, badminton and soccer, to compete with other Christian high schools in the province, as well local public and Catholic high schools belonging to the SCAA and the GBSSAA.



### Sports Transfer Policy

UNITY is a member of the Simcoe County Athletic Association, and the Georgian Bay Secondary School Athletic Association. These associations have as general policy that students who transfer from one secondary school to another, and who wish to compete in inter-school sports, must complete Ontario Federation of School Athletic Association (OFSAA) transfer forms. Unless granted an exemption, transferring students are ineligible for those OFSAA sports in which they have competed at any time during the previous 12 months at their previous school.

### Activities

Other activities are available as well. Throughout the year, activity sponsors will offer a variety of non-athletic activities. The activities range from making music, to making newspapers and a yearbook, to putting on plays. The Student Council, one such activity, represents the student body, and exists to coordinate various student activities. The Student Council may also provide an official forum for providing the administration and staff with input regarding school affairs and matters which concern the student body.



## **Scholarships and Awards**

Scholarships and awards recognize the effort that you bring to the school. Scholarships and awards are ways of showing you that we appreciate your contribution, and are tangible proof of your effort.

### **a. Scholarships:**

French Scholarship:

-awarded to the person who has achieved a minimum of 80% in 12 U French and is continuing on to a post secondary institution, with preference given to a student who has demonstrated a passion for the subject and is continuing on in an academic study of French.

Science Scholarship:

-awarded to the person who has achieved a minimum of 80% in two 12 U science courses and is continuing on to a post secondary institution, with preference given to a student who has demonstrated a passion for the subject and is continuing on in an academic study of science.

Mathematics Scholarship:

-awarded to the person who has achieved a minimum of 80% in two 12 U mathematics courses and is continuing on to a post secondary institution, with preference given to a student who has demonstrated a passion for the subject and is continuing on in an academic study of mathematics.

English Scholarship:

-awarded to the person who has achieved a minimum of 80% in 12 U English and is continuing on to a post secondary institution, with preference given to a student who has demonstrated a passion for the subject and is continuing on in an academic study of English.

Trades and Technology Scholarship:

-awarded to a student who will continue on into a post secondary trades program, and has successfully completed at least one technological education course, with preference given to that student who has volunteered within the school for technological based projects.

Music Scholarship:

-awarded to a student who has been involved in vocal and instrumental music programs at the school, who has demonstrated leadership in music, and is continuing on to a post secondary institution, with preference given to a student demonstrating a passion for music and continuing on in an academic study of music.

Christian Service Scholarship,

-awarded to a student who has demonstrated Christian spirit and leadership in service of other students and in the service of the school's cultural, social and recreational activities, a high academic record, a positive relationship with staff and students, involvement in school activities, and will be continuing his/her education at a recognized college or university.

Jacob's Ladder Scholarship:

-awarded to a student who has demonstrated an improved academic achievement, exemplary self-discipline qualities, growth of character, and will be continuing his/her education at a recognized college or university.

Continuing Christian Education Scholarship:

-awarded to a student who has achieved the highest average in the top six Grade 12 U or M credits, enrolled in a Christian post-secondary college or university.

Procedures concerning a deferral (if the student is taking a year away from school):

*(All scholarship cheques will be made out to the school.)*

*If a student who is taking a year away from school (work, missions trip and so forth) is awarded a scholarship, Unity will contact the scholarship donor, and request permission to defer the scholarship to the next year to the worthy recipient who will attend school the next year, based on our discretion. Our financial officer then cashes the cheque and ear marks the money for the following year, holding it in trust for the recipient.*

*During the graduation ceremony, we announce the scholarship like every other scholarship. The recipient comes to the front to receive it, like every other scholarship. In the envelope they receive, is the usual congratulations and donor information with an encouragement for them to contact and thank the donor, AND an explanation that the money will be held for them until they apply, are given an offer to attend, and officially accept the offer to attend the post-secondary institution or pursue the career on which the scholarship was based. We specify in that letter that they must produce proof in writing that they have accepted an offer from a school or been hired for a job that fits the scholarship criteria.*

## **b. Awards:**

Governor General's Award:

-awarded to the graduate with the highest academic standing in the graduating class of Unity Christian High School. The average obtained must be 80% or higher.

Unity for Christ Service Award:

-awarded to a student who has volunteered with more than three different service organizations, with preference given to the student recognized by students and staff by achieving a Unity service award at least 50% of the time they attended Unity. Being an award, there is no a monetary value.

Theatre Arts Award:

-awarded to a student who has been involved in the theatre arts co-curricular program for three of their four years at Unity, has shown dedication to the school's theatre arts activities, and is continuing on to a post-secondary institution, with preference given to a student with a demonstrated passion for theatre arts, who is continuing on in a communications related academic program.

Unity Student-Athlete Award:

-presented annually to a deserving female and/or male student-athlete from the graduating class based upon their athletic achievements, positive sportsmanship, team leadership, contribution to Unity teams, and maintaining their academic responsibilities during their years at Unity. The recipients will be nominated by Unity Coaches and chosen by the Unity Staff.

## **c. Graduation Awards for Achievement Above a Minimum Standard**

### *i. Honours Student Awards*

-criteria: all those graduates who have achieved an average of 80% or more over 30 credits.

-selection: by marks alone

-presentation: plaque

### *ii. Athletic Plaque:*

-criteria: to those graduates who have accumulated 40 athletic points.

-selection: by accumulation of requisite points

-presentation: plaque

### *iii. Activities Plaque:*

-criteria: to those graduates who have accumulated 40 activities (non-athletic) points

-selection: by accumulation of requisite points

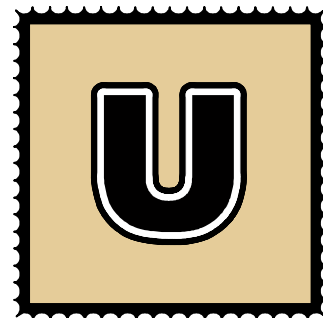
-presentation: plaque

*iv. School Plaque:*

-criteria: to those graduates who have accumulated 54 of points, including at least 20 athletic points, and 20 non-athletic points.

-selection: by accumulation of requisite points

-presentation: plaque



#### **d. Annual Awards, to be awarded at in-school assembly**

*i. Service Award:*

-criteria: to those students who have shown empathy (“self-denial”), who act as encouragers, who have shown the willingness and actions of helping others in manual tasks, in academic tasks, in emotional support

-selection: nominations by 50% of all teaching staff, and by students (any student receiving nominations by more than 25% of the student body in a school-wide poll; students may make three nominations).

-presentation: a scroll/certificate at the end of the year.

*ii. Academic Effort Award:*

-criteria: all students who have made great effort in their academic work

-selection: each teacher assesses each of his/her students on the basis of class participation, homework completed, assignments completed (thus: effort); students who have thus obviously worked hard in at least four of their courses across each semester. If a student displays exemplary effort in four courses all taught by the same teacher, that student can be nominated four times.

-presentation: scroll, at the annual awards assembly

*iii. Initial Participation Momento:*

-criteria: to those students accumulating 16 athletic points, or 16 non-athletic points

-selection: by point accumulation

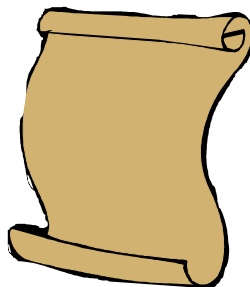
-presentation: a pennant; at an awards assembly

*iv. Major Participation Momento:*

-criteria: to those students accumulating 28 athletic points or 28 non-athletic points

-selection: by point accumulation

-presentation: a medal; at an awards assembly



**Sports, Activities and Awards at UNITY C.H.S.:**

**ATHLETIC**

|                       |   |
|-----------------------|---|
| Badminton .....       | 4 |
| Basketball .....      | 4 |
| Track and Field ..... | 4 |
| Volleyball .....      | 4 |
| Soccer .....          | 4 |
| Cross-country .....   | 4 |

**ACTIVITIES**

**Journalism:**

|                        |   |
|------------------------|---|
| Newspaper Editor ..... | 3 |
| Newspaper Writer ..... | 1 |
| Yearbook: Editor ..... | 5 |
| Yearbook Staff .....   | 4 |

**Music:**

|                     |   |
|---------------------|---|
| Praise Team .....   | 4 |
| Jazz Band .....     | 4 |
| Music Council ..... | 4 |

**School Plays:**

|                                      |   |
|--------------------------------------|---|
| Major Role .....                     | 5 |
| Supporting Role .....                | 3 |
| Stage Manager .....                  | 3 |
| Technical Support Crew .....         | 2 |
| Performance Night Support Crew ..... | 1 |

**Student Council:**

|                                      |   |
|--------------------------------------|---|
| Student Council Executive .....      | 5 |
| Student Council Rep. ....            | 3 |
| Other School clubs and Organizations |   |
| Mock Trial .....                     | 3 |
| Athletic Council .....               | 3 |
| Scorekeeper .....                    | 1 |
| Grade 12 Council .....               | 4 |

**AWARDS**

|                                     |   |
|-------------------------------------|---|
| Initial Participation Momento ..... | Athletic 16, Activities 16                      |
| Major Participation Momento .....   | Athletic: 28, Activities: 28                    |
| Athletic Plaque .....               | 40 athletic points                              |
| Activity Plaque .....               | 40 activity points                              |
| School Plaque:.....                 | 54 points (at least 20 athletic/20 activities;) |

(NOTE: For students transferring to UNITY from other high schools: the requirements for each plaque will be divided by four and multiplied by the number of years the student has been at UNITY)



---

## III. GUIDANCE PROGRAM

---

The guidance program at UNITY provides a range of services which help you to work at your given level of ability. It helps you to evaluate and make choices in educational planning, vocational planning and personal growth. The program can be summarized in these six areas:

### **Adapting to the high-school environment:**

The guidance program provides information about the school and its programs as you make the transition to high school. The guidance counsellor provides a friendly source of help and support and gives instruction in the skills required for successful work in high school.

### **Working through personal or relationship difficulties**

Personal counselling can provide an empathetic ear, and a referral to a professional counsellor may be of great, even critical help.

### **Choosing courses and educational paths**

The guidance program provides regular information on diploma requirements, course requirements and descriptions, and on the consequences of various choices in opening or closing future possibilities.

### **Exploring careers**

The guidance program is probably your major source of information about the range of careers open to you. In addition, you are helped to consider various career options based on understanding the needs of God's kingdom and your own abilities, interests, and limitations. The program guides you through the decisions that need to be made providing support and reassurance in what is for some of you a stressful process.<sup>0</sup> This may be particularly true in your senior years.

### **Learning Resource**

The Learning Resource Program provides additional resources to the regular academic program at UNITY CHS. The resources include courses offered to assist students with identified learning disabilities, intervention in the regular classroom and program modification based on recommendations made by the classroom teacher in consultation with the administration.

### **UNITY FOR CHRIST Service Learning**

The guidance department will keep a record of your service learning projects; your teacher will dialogue with both you and the Guidance office about the value, challenges and prospects of these activities.

---

1. High School Curriculum Guidelines and Resource Manual  
Ontario Alliance of Christian Schools, Ancaster, ON

**C. BUILDING THE  
UNITY  
COMMUNITY**

---

# I. Building a Purposeful, Joyful Atmosphere

---

## Promise of Relationship:

At UNITY Christian High School, we are a nurturing educational community that can equip students well when staff and students covenant together to create a joyful, purposeful atmosphere. The school agrees to provide an excellent program of instruction, a safe environment, appropriate discipline and sufficient information, all of which will educate and involve the whole student to the glory of God. We expect that each student will accept the responsibilities and privileges of enrolment in UCHS.

I, \_\_\_\_\_ accept these relationship responsibilities as part of my being a student at UNITY Christian High School. I promise:

1. to consistently and annually work towards achieving the requirements of a Unity Diploma or Certificate,
2. to be respectful of all my fellow students in my speech and in my actions,
3. to be respectful of all staff of UNITY CHS in my speech and in my actions,
4. to be respectful of the property,
5. to attend all my classes on a daily basis. A written note or phone call from a parent/guardian or doctor will be submitted to the school when absent,
6. to be attentive and participate in all the lessons of my courses,
7. to work diligently on all assignments,
8. to follow the rules, guidelines and policies of Unity CHS,
9. to agree to receive education in a manner consistent with the beliefs and objectives of Unity CHS as summarized in the Student Handbook and Course Calendar,
10. to participate in and attend all compulsory courses,
11. to participate in and attend all devotional activities as outlined by Unity CHS such as weekly devotional assemblies and daily devotions in homeroom, unless excused by the administration.
12. to accept that failure to adhere to these relationship responsibilities could result in disciplinary action.

Student: \_\_\_\_\_  
Principal: \_\_\_\_\_  
Date: \_\_\_\_\_

I/We, \_\_\_\_\_ accept these statements as foundational to our parental partnership and relationship with UNITY Christian High School:

1. I/we understand the unique nature of this Christian high school, its purpose, vision and mission as expressed in the Basis article of the Constitution, and as practised in its daily operation,
2. I/we agree and support that my/our child(ren) will be educated in a manner consistent with the beliefs and objectives of UNITY Christian High School,
3. I/we will cooperate with and support Unity CHS in its appropriate program planning for our child(ren)
4. I/we understand that I/we have access to the normal channels and processes available to all parents and students regarding the daily education program at UNITY Christian High School,
5. I/we are aware of the Board's policy on enrolment and discipline, and we agree to cooperate with, support and promote that policy,
6. I/we agree that admission and enrolment of my/our child(ren) is subject to Board approval,
7. I/we agree to accept the financial and organizational obligations of admission and enrolment in UNITY CHS,
8. I/we understand that my/our child(ren)'s admission and enrolment is separate from society membership, which may be obtained by applying to and receiving approval from the Board,
9. I/we agree to abide by all Board decisions,
10. I/we promise to do everything in our power to cooperate with the school for the successful education of our child.

Parent: \_\_\_\_\_  
(Parent): \_\_\_\_\_  
School official: \_\_\_\_\_  
Date: \_\_\_\_\_

## **Introduction**

The vision of UNITY Christian High School is to be “a nurturing educational community, which equips all students to boldly seek and proclaim God’s truth as they explore His creation, and guides them toward realization of their calling to participate in Christ’s kingdom.” To realize that vision, we want to build a community that cares for everyone and everything in it. We want to serve each other as brothers and sisters in the faith. We want to ensure that everyone at UNITY lives in a safe and secure environment, in a purposeful, joyful atmosphere. To that end, we have also established an anaphylaxis policy part of which states that our school is a peanut free building.

UNITY will act as one part of the church-home-school foundation of your life, as we prepare you to live now and in the future in the Kingdom of God. We at UNITY want to be both nurturing and educational, and you as a learner, want that too. As a community, we want excellent education; our community is one that will stimulate Christian thinking and living, through a secure environment.

To that end, UNITY is structured with guidelines that are positive and nurturing, recognizing both the effects of sin and the restorative power of Christ. The regulations set down here enable serious education and loving Christian interaction, and enable your maturation as a Christian young person living responsibly.

Therefore, the guidelines in this BUILDING A PURPOSEFUL, JOYFUL ATMOSPHERE policy make provisions for a standard of behaviour that promotes learning, encourages you to treat others with respect, enables you to care for your possessions and the possessions of others and encourages you to work with diligence. These are the guidelines referred to in the “Promise of Relationship” signed parents, students, and the school. These guidelines apply to your behaviour throughout the school day (that is: between the time you get to school at the beginning of the day, till the time you leave at the end of the day). These guidelines also apply to any school-sponsored event or activity (field trip, school-sponsored social activities, sporting events, and the like).

These guidelines are separated into six sections:

- A. 1. Respect and Dignity of Persons: Inappropriate Behaviour
- A. 2. Respect and Dignity of Persons: Serious Violations
- B. Respect for Property: dealing with behaviours toward the belongings of self and others,
- C. Attendance,
- D. Visitors
- E. Definitions and Explanations
- F. General Authority of the Administration.

## A.1. Respect and Dignity of Persons: Inappropriate Behaviour

**PREAMBLE: Process for Resolving Inappropriate Behaviour Violations:** The following policies are designed to encourage appropriate behaviour for specific infractions. The list is not intended to be exhaustive, but rather, to identify those infractions that are more common place.

The teacher has full authority to discipline students in the classroom, in the halls, and during all school activities. In some situations, the teacher may choose to refer the issue to the administration. The student will be counselled for repeated violations of school regulations according to the following progressive steps, with each step demonstrating increasing concern for the misbehaviour.

1. Informal discussion along with possible detention(s) or other appropriate action.
2. A formal interview between the student and one or more school officials takes place and an agreement for future behaviour is reached.
3. When the agreement (step 2) is violated, an interview will be arranged with the student, the administration and the parents. A suspension may take place until a contract is agreed upon, outlining the conditions for the student's return and continued attendance at Unity Christian High School.
4. The terms of the contract agreed upon in step 3 will be implemented. After these terms have been completed, a parental interview must again be held.
5. Continued violations of the behaviour code will require a meeting with appropriate members of the BOD. A new contract with more severe repercussions will be drawn up.
6. Repeated offences may result in stronger disciplinary action, such as a recommendation to the BOD for expulsion..

**a. General:** Dignity, respect, and love are behaviours and attitudes which ought to be evident in all interpersonal dealings. These elements are manifestations of a caring, Christian community. Therefore, this respect ought to show itself throughout the school and school day: for example, during assemblies or various presentations, students ought to give the speakers the honour of respectful listening. Running in the halls is a safety hazard and is therefore prohibited. Indecent language or using the name of God in vain, will not be tolerated in school.



**b. Dress:** Students are expected to dress showing respect for self and others. Dress should be comfortable but neither inappropriate nor leisurely. Students should dress neatly and with clothing suitable for the Christian school setting. All tops are to have sleeves. Shorts for both boys and girls, and skirts for girls should be at least as long as the tips of the fingers with arms down. Necklines for girls must be modest. All tops must have ample yardage to cover the waistband of shorts, pants or skirts. Shoes must be worn at all times for hygienic reasons. Hats, caps and other head coverings are not inside apparel and therefore must not be worn inside the building(s). Clothing advertising alcohol or other activities and/or organizations reflecting anti-Christian values, are not acceptable. Educational or school-sponsored excursions will either have a stated dress code or else the above will apply.

**c. Physical Demonstration of Affection:** To find someone to love is a blessing of the Lord; to have friends is one of the greatest joys of social relationships. There are however, appropriate and inappropriate ways and times of demonstrating that affection. School is not the place to physically demonstrate love. Therefore, embracing and/or kissing are not appropriate behaviours

at school. This is embarrassing to other students and staff, and it demonstrates a lack of social sensitivity.

**d. Bus Expectations:** UNITY wants to ensure that every bus ride, whether to or from school, or on a school-sponsored event, is a safe and enjoyable one for all the students being transported. We also want to ensure that UNITY is represented well by all of us. To that end, guidelines have been established which apply on all bus trips. Students shall:

- stay seated while the bus is moving,
- respect every individual on the bus, and those travelling beside or behind the bus,
- obey the driver and the chaperone and/or teacher,
- show consideration for the driver,
- keep hands and objects inside the bus,
- put all garbage into the appropriate containers,
- do what makes for a safe and enjoyable trip for everyone.



**e. Student Drivers on School Excursions:** The school will provide transportation for all school-sponsored excursions. Students are expected to use that transportation. If a good reason exists for a student to drive herself/himself on such an excursion, the driver must request permission from a staff member.

## A. 2. Respect and Dignity of Persons: Serious Violations

**Preamble: Procedures for resolving Serious Personal Violations:** Some behaviours are an affront to our God, very harmful to persons in UNITY, affect our own Christian community and ultimately impact the whole body of Christ. These behaviours will be dealt with more severely. Therefore, the procedure that will be followed in these cases, is noted here (depending on the nature and seriousness of the offence, some of these steps may be simultaneous):

1. The principal will discuss the violation with the student. As much as possible, a restoration and/or restitution effort will be made.
2. In most circumstances outlined in this section, parents will be involved. A letter detailing the circumstances and consequences will be sent to the parent(s) when suspension or expulsion is involved.
3. Following a suspension, the student will meet with the principal to discuss commitments for the future. A contract may be set up, outlining conditions for continued attendance at UNITY.
4. Continued violations of the behaviour code will require a meeting with appropriate members of the BOD. A new contract with more severe repercussions will be drawn up.
5. Repeated offences may result in stronger disciplinary action, such as a recommendation to the Board for expulsion.

**a. Harassment and Bullying:** Every creature of the Lord should be treated with respect and dignity. Students are expected to be courteous and considerate in all interactions with each other. Students are encouraged to continue the positive atmosphere that has characterized UNITY. Overt or subtle signs of intolerance and harassment cause human pain and anger. Any degrading or humiliating game, prank, stunt, practical joke or other activity that:

- intimidates or threatens another student; and/or



- adversely affects the mental health or dignity of a student, or discourages that student from remaining at UNITY,

will not be tolerated and will result in parents being contacted, suspension, expulsion, and/or the involvement of the Barrie Police.

If you or someone you know is being harassed, and the bully will not stop, you should:

- a. Document the who, what, when and where of the situation.
- b. Tell the guidance counsellor(s), principal or a teacher, who will:
  - Talk to the victim to get the facts
  - Talk to the bully and get the facts
  - Verify details
  - Document the incident
  - If both parties agree that the incident was not “serious”, there will be an attempt to have both parties reconcile face to face
  - If the incident is serious (sexual harassment, threats, or continual harassment) the principal will be involved, which may lead to suspension, expulsion, or police involvement.
  - The school will work with the students and parents until there is a sense of resolution and the victim is satisfied that UNITY is a safe place to be.

**b. Abuse:** Abuse is contrary to how Christ wants people to live: as a loving, caring community of believers. All of us at UNITY, staff and students alike, are expected to conduct ourselves with respect for our dignity and that of others. If you have concerns about any conduct or physical contact by an adult at UNITY, by a fellow student or by a member of the public, you should immediately report this concern to the principal or another teacher, as well as your parent/guardian. All such reports will be taken very seriously, and handled discreetly and confidentially. However, we are required by law to report child abuse to the appropriate social agency. All the reports will be investigated by the school authorities following the policy entitled: TOWARDS HEALTHY RELATIONSHIPS: PROTECTING TEEN WELFARE, REPORTING TEEN ABUSE POLICY. If a student or staff member has been found to have violated this policy, the protocols described in the above policy will be followed.

**c. Substance Abuse:** Possession and/or consumption of alcoholic beverages or illegal drugs on school property and/or during school hours, and/or at a school function is prohibited, and will result in an immediate suspension of 5 days. If the principal has a reasonable suspicion that a student has violated the law and/or the school’s alcohol and drug policies, then the principal (or his designate) and a second staff member have the right and authority to detain students, smell their breaths, conduct a search of their persons, and conduct a search of their book bag, desk, locker, etc. We also reserve the right to request that any student undergo a breathalyser test or a substance screening by a school approved laboratory. Refusal to comply may result in an immediate suspension pending further investigation. **Steps 2 and 3** (in section A.2.a) will result as well. A second offence may result in a recommendation to the Board for immediate expulsion. If a student is in possession of illegal drugs or alcohol, the police may be notified.

A student will be suspended for five school days for the following infractions:

- being under the influence of alcohol or illegal drugs at school or at a school-related function (in the opinion of the principal or his/her designate and a second staff member);
- being in possession of alcohol or illegal drugs either at school or at a school-related function.

In order for restoration to occur, the student will be required to meet with the executive of the school board prior to being re-admitted to school. The school may require abuse counseling for the student as part of the restoration process. Any subsequent violation will result in expulsion for the remainder of the school year and would involve the loss of any potential credits.

A student will be immediately suspended and proceed to an expulsion hearing by the executive of the school board for the distribution or sale of alcohol or illegal drugs during the school day or at school-related functions. Expulsion would be for the remainder of the school year and would involve the loss of any potential credits. The police will definitely be notified if the student is involved with the selling or distribution of illegal drugs.

**d. Tobacco Products: Use or Possession:** Unity Christian High School is a tobacco-free environment. Smoking or holding of a lighted tobacco product or chewing tobacco is prohibited at any school-related activity. During the school day, smoking and/or the holding of a lighted tobacco product and/or using chewing tobacco is prohibited on school property and anywhere within the vicinity of the school. This includes the inside and outside of the building and in vehicles on the school property, and the following streets and there adjoining properties: Essa, Burton, Cumberland, Granville, William, Holgate, Bayview and Gowan.

This policy is in place to acknowledge that smoking is detrimental to health; that under the Tobacco Control Act 1994 the sale or supply of tobacco products to persons under the age of 19 is illegal; that under the Smoke Free Ontario Act of 2005 smoking is prohibited on any school property (including private schools, section 9, 2).

The penalty for violating these rules are as follows:

- 1<sup>st</sup> offence – the school will contact the parents
- 2<sup>nd</sup> offence – student detention and the school will contact the parents
- 3<sup>rd</sup> offence – three-day suspension

Providing or selling tobacco products to persons under the age of 19 is illegal. Students engaged in this illegal activity will be subject to the following penalties:

- 1<sup>st</sup> offence – five day suspension
- 2<sup>nd</sup> offence – expulsion for the remainder of the school year.

**e. Weapons and Fighting:** Students are not to bring any weapons to school nor on school buses. This includes: guns of any type (or replicas), jack-knives, fire crackers, brass knuckles, scout knives or any such objects designed to cause harm to other people. Possession of any such weapon will result in a three-day suspension, and step 2 (A.2. Preamble) will be implemented. The police may be notified.

Fighting at school or on school buses is not permitted. Any student who purposely starts a fight can expect to be suspended for one week. Any student who threatens another student with a weapon can expect to be suspended for one week and the police will be notified. Any student accommodating, promoting or recording such activity can expect to be suspended for three days.

**f. Fire alarms:** To set off a fire alarm is a serious offence. Any student doing so wilfully, without it being necessary, a three-day suspension and step 2 (A.2. Preamble) will result. The student will pay the incurred costs associated with setting off a false alarm.

## B. Respect for Property

**a. General:** It is important to respect the school building, and the functions that various parts of the building have. Please keep the school clean (put garbage and recyclable materials into designated containers), clear of book bags, gym bags and backpacks. Do not damage nor deface that which belongs to the school. The replacement or cleaning costs will be applied to the culprit.



**b. Science Rooms:** Following are the requirements for the laboratories (Science Rooms):

- Shoes must be worn at all times.
  - Unless specified otherwise, safety goggles must be worn during all physical investigations.
  - Waste materials must be placed in the Waste Disposal Container.
  - Following the investigation or experiment, it is the student's responsibility to ensure that the glassware, cupboard and counter are clean.
- No eating nor drinking is allowed in the science room.
  - The student must pay for glassware that is broken, in order to replace it.
  - For everyone's safety, no horseplay will be tolerated.

**c. Technology ("Shop") Room:** Following are the requirements for the Technology ("Shop") Room:

- Closed shoes must be worn at all times.
- Unless specified otherwise, safety goggles must be worn whenever using tools.
- No eating, nor drinking is allowed in the Tech ("Shop") room.
- For everyone's safety, no horseplay will be tolerated.

**d. Electronic Communication Devices:** Students are prohibited from using all electronic devices in class unless specific permission is granted from the teacher. Students must respect each other's space and privacy in the use of all electronic devices and technology within all areas of the school (classrooms, washrooms, change rooms, etc). If a teacher suspects that this policy has been violated by a student, the teacher may confiscate the device and may hand it over to the school administration who will meet with the student. After repeated offences, the parents may be contacted.



**e. Backpacks and Gym Bags:** Lockers have been provided to each student for the storage of backpacks and/or gym bags. These items are not to be left on floors nor in any public nor common area, nor atop the lockers.

**f. Textbooks:** Students already pay an annual rental fee for the use of text books; this fee is included in the tuition fees. Each school-owned textbook or calculator (or the financial replacement value of the book) must be turned in by the student to whom it was loaned before the final examination may be written. The student to whom the book or calculator was loaned, must pay the replacement cost of a lost or damaged book or calculator.



**g. Lockers:** Keep your lockers locked at all times. The office will assign each student a specific locker. The school is not responsible for lost or damaged personal belongings. Students are advised that, when engaged in sports activities, they should place valuables in the care of the coach or teacher, or keep them in their locked locker. Combination locks can be purchased virtually anywhere; no keyed lock will be used on lockers.

The office requires the lock combination at the beginning of the year.

**h. Equipment use:** Equipment such as sound systems, and other AV equipment may neither be used nor handled by students without staff permission.

**i. Internet Access:** Students who wish to access the internet at school must first sign a statement promising they will comply with the UCHS "Computer and Internet Use Agreement". A parent signature is also required.

**j. Electronic Music Devices:** These devices may be used during individual work time at the discretion of the teacher. The ability to listen to music in class is a privilege that can be revoked if it is abused or interferes with student learning. These devices should never be used in chapel or advisory. School computers may not be used for listening to personal music.

## **C. Attendance**

**a. Regular Attendance:** Students are expected to be at school by 8:45 A.M. and to remain at school until the end of the regular school day. If a student arrives at school after the advisories have begun, the student must report to the office. Should a student be required to miss a day or part of the day, it is preferred that the parent/guardian phone the school by 9:00 A.M. on that day.

**b. Absences:** An unexcused absence from a class shall have the following consequences:

Any student who skips a class:

- i. will meet with the principal, who will inform the parents of the unexcused absence,
- ii. must serve an after-school detention,
- iii. must obtain permission from the classroom teacher to return to the class.
- iv. will not be allowed to make up the missed educational opportunities if an evaluation occurred during that period, and will receive a "zero".

**c. Classroom Attendance and Lates:** Since individual classes begin on time, and late-coming students would be a disturbance to the class, students must be in their designated classrooms on time. Should a student arrive into class after the bell has gone, he/she will fill out a late slip (found inside each room) and give it to the teacher. After three lates, parents will be called; after six lates, the student will receive a detention. A detention will follow after each subsequent late arrival after six lates have been accumulated per semester. Being in class is both a privilege and a responsibility. At such time as you cannot accept either, or both, the teacher may be left with no option but to send you out of the classroom. In that event, you will find in a "UNITY THINK SHEET" in the classroom to which the teacher has sent you. Removal from may be the result of such activities as rude behaviour, foul language, disruptive behaviour and/or great difficulty in focussing. The accumulations of these "THINK SHEETS" will have cumulative results.

**d. Illness and Emergencies:** Should a student become ill during the school day, he/she will report to the teacher and/or to the office. The office will contact that student's home and doctor, if that is necessary, and in that order. Should a student experience an emergency which may be personal, he/she should report to the office and the same procedure will be followed.

**e. Leaving School Property:** All students are allowed to leave school property during lunch period, and grades 11 and 12 students may leave school property during non-supervised spaces. Students may use community spaces such as Shear Park and Centennial Park for activities that promote and positively represent Unity Christian High School. Students shall be courteous of community members using these spaces and behave with Christian decorum. After having left school property, students are expected to arrive in their next class by the second bell. The results of breaking these statements are:

1. a warning on first infraction,
2. a lunch detention and parents notified on second infraction,
3. removal of off-property privileges and parents notified on third infraction.

**f. Special School Days:** From time to time, regular classes are suspended, and the school provides for special learning opportunities, such as Career Day, field trips and the like. All students are expected to be in attendance on those days.

**g. Tests Missed:** If a student is ill and misses a previously announced test, that student must expect to write that test on the return day, if the student has a note from the parent or guardian, attesting to illness. Should a student be absent for any reason other than medical without having made arrangements with the principal on the day before the proposed absence, and has no note from the parent/guardian attesting to the legitimacy of the student's absence, the student will receive a zero on a missed test.

## D. Visitors

**a. Visitors:** Visitors are welcome at UNITY. If a student has a friend who wishes to visit classes during school time, the student must obtain permission from the principal at least one day in advance of the visit; when that person comes, the student is to take him or her to the office to introduce him/her to the principal, and the visitor will be given a guest pass. All visitors must report to the office on arrival. As a general rule, those visitors without some legitimate business to take care of at UNITY, will not be allowed to stay.

**b. Guests at Student Council Sponsored Activities or Events:** Student Council events are meant to develop community among all of us here at UNITY, by planning events that are interesting, develop a joyful atmosphere and build school spirit. A student may invite one guest to these social events. The student must request a pass from the administration at least one week before the event, and the guest must receive written permission from the administration. The student needs to inform the guest of the UNITY code of behaviour (BUILDING A JOYFUL, PURPOSEFUL ATMOSPHERE), and that the guest will pay the unsubsidized cost of the event. The form is available from the office.



## E. Definitions and Explanations

**Restitution:** The student will repay such damages as were incurred by the behaviour in question.

**Restoration:** The student will be encouraged, through an apology and repentance, to seek to restore a Christian community relationship with an offended person.

**Suspension:** The principal may suspend a student from the privilege of being a student at this school for up to one week. During the period of suspension, the privileges of being a student are revoked; thus, the student may not ride on the school bus, be on school property, write quizzes

or tests, or submit assignments (essays, projects, research papers) which are due during the period of suspension. That results in a “zero” on those quizzes and/or tests not written, and on non-submitted assignments. During this time, the teachers are not responsible to develop alternative assignments for the student.

Expulsion: Permanent dismissal for the remainder of the school year by the action of the school board, upon the recommendation of the principal for the following reasons:

- student conduct does not conform to acceptable Christian behaviour.
- student actions and/or attitudes undermine the purpose of Unity Christian High School.

You may apply to the Board for re-admission for the following school year.

Note: Parents are informed of a suspension as soon as possible. Parents will attend an interview with the Board when expulsion is being considered.

## **F. General Authority of the Administration**

The principal has the full authority to exercise appropriate disciplinary actions that are different from those outlined above, if the student is involved in unacceptable behaviours. Some extenuating circumstances may require a course of action different from the letter of this policy (but not its spirit). Communication with parent/guardians, absolutely essential in these situations, may suggest such a different course of action.

In all cases, we will make every effort to restore what was broken, and encourage all participants to commit to living in love and harmony with each other within the school community.

The principal has the full authority to exercise appropriate disciplinary actions that are different from those outlined above, if you are involved in unacceptable behaviours. Some extenuating circumstances may require a course of action different from the letter of this policy (but not its spirit). Communication with parent/guardians, absolutely essential in these situations, may suggest such a different course of action.

In all cases, we will make every effort to restore what was broken, and encourage all participants to commit to living in love and harmony with each other within the school community.

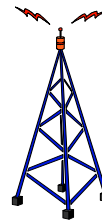
---

## **II. Other Valuable Information**

---

**Student Accident Insurance:** This insurance covers the cost of medical and dental expenses which are the result of school-time accidents. Forms are available in the school office near the beginning of the year. It should be noted that this private policy will cover only those expenses which are not already covered by the Provincial Health Plan. Broken glasses are not covered under this plan. This insurance is optional.

**School Cancellation:** School cancellation due to inclement weather conditions will be broadcast on Life 100.3, B101 and EZRock 105.9 all in Barrie.



**Telephone:** For general student use, there is a phone available in the office window.

**Study Periods and Spares:** This policy is set in place to help ensure:

- each student at Unity will take all the classes necessary to achieve both diplomas,
- each student at Unity will take the greatest possible number of options, not just the minimum, so that they will have the broadest possible academic base,
- each student on a spare or supervised study is encouraged to use his/her time well.

**Policy:**

- The maximum number of spares/supervised studies a student may take is determined such that the student remains on track to achieve the Unity Christian High School Diploma and the OSSD.
- Grade 10 studies are supervised.
- Grade 10 students may take a ½ credit supervised study only if they are taking one of choir or band.
- Grade 11 and 12 spares will not be supervised.
- If a student enters Grade 9 with the express and stated desire to complete high school in five years rather than four, the student may take more supervised studies in Grade 10 and more spares in Grades 11 and 12. The student and parent(s) are required to sign an agreement stating that desire.

**Student Fund-Raising/Sales:** From time to time, students want to be involved with raising money for some activity, event or organization. Extra-school fund-raising events or activities can often take on lives of their own, and can often proliferate. It is sometimes the parents who provide the money that is spent (these are the same parents who pay the tuition).

Unity also does not wish to open the door to individual fund-raising efforts, no matter how laudable (eg.: a missions trip) the cause. Unity also recognizes that fund-raising efforts may put students in a compromising situation: "How can I NOT buy something, even though I may not need anything". Therefore, a set of policies and procedures is outlined below for such requests.

**Preamble to this policy:**

- The student(s) should not personally or individually gain from the fund-raising. Therefore, there will be no structured fund-raising by individuals or groups of students for activities or events not directly related to the school.
- Fund-raising by individuals or groups of students for school-sponsored activities (sports, Students' Council events and so forth) is allowed, given articles 3 and 4 below are followed.

**Procedures of the fund-raising activity:**

- Should a UNITY student or students wish to raise money selling goods or services to other UNITY students at school for school-sponsored events or activities, that request, along with a general business plan, must be made in writing to the administration at least a week before the fund-raising activities begin.
- In order to ensure accountability, there must be adult supervision of the fund-raising activities. This adult can be a volunteer or a teacher who will also be responsible for safeguarding the funds and giving the funds to the administrative assistant.

**Graduation at Unity Christian High School:** The graduation DIPLOMA is a recognition of the achievement of at least 30 credits, 40 hours of UNITY FOR CHRIST SERVICE LEARNING and the completion of the OSSLT. However, UNITY recognizes that the graduation CEREMONY represents more than this: within the parameters noted below, it is also the culmination of relationship-building and service in the Christian community.

Having said that, the following requirements must be met for a student to participate/"walk" in the graduation ceremony:

- completion of the Literacy test or Literacy course,
- completion of at least 40 hours of UNITY FOR CHRIST SERVICE LEARNING,
- completion of at least 28 high school credits, and a structured, attainable plan to achieve the remaining credits.

Note: only those students who have completed each of the requirements of each of the diplomas (OSSD and the Unity Christian High School Diploma) will receive either or both of these diplomas in their folder.