



Pacific Christian School
TRANSFORMATIVE LEARNING

Pacific Christian Secondary School

Student Handbook

2026 - 2027

WELCOME

Pacific Christian School nurtures students in Christ-like living, critical thinking and joyful service to be faithful citizens in God's world.

Whether you are new to the PCS community, or embarking on another year at Pacific Christian School, we want to extend the school's warmest welcome to you. Our prayer for each community member is that this year will be a time of growth in all areas of your life.

Following Christ's example, our goal is to create a learning environment in which all students feel welcome and accepted. At PCS, we strive for a safe and caring school community in which all students are free to engage in respectful conversation in pursuit of truth, as we seek to be formed and reformed by God's Word.

We acknowledge the diversity within our community and the uniqueness with which God has created each of us. We expect students, staff and parents to treat one another with respect and dignity. Discrimination against others is contrary to the Biblical model and is also in violation of the BC Human Rights Code.

This code of conduct applies to all members of our school community, including students, parents and guardians, school staff, volunteers and visitors when on school property, travelling on a school bus, participating in extra-curricular activities, and participating in off-site school-sponsored activities that will have an impact on the school climate and culture.

Blessed to be a blessing,
PCS Staff

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COMMUNITY CODE OF CONDUCT

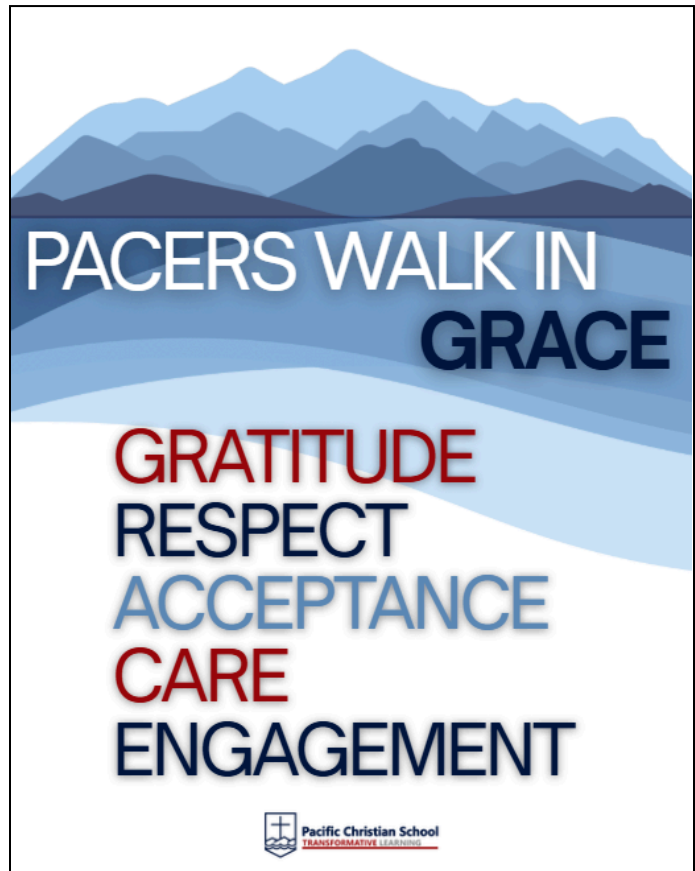
Following Christ's example, our goal is to create a learning environment in which all students feel welcome and accepted.

At PCS, we strive for a safe and caring school culture in which all students are free to engage in respectful conversation in pursuit of truth, as we seek to be formed and reformed by God's Word.

One of the great things about being part of a school community is the opportunity to form relationships with peers and staff. Being in community means considering the needs and feelings of those around you.

A good learning environment will be an atmosphere of cooperation and respect between staff, students, and parents.

We acknowledge the diversity within our community and the uniqueness with which God has created each of us. We expect students, staff and parents to treat one another with respect and dignity. Discrimination against others is contrary to the Biblical model and is also in violation of the BC Human Rights Code.



ACADEMIC HONESTY

Academic honesty refers to the expectation that you maintain integrity in your studies. This means presenting *your own work* for assessment and not presenting the work of others as if it were your own. Students should consult with teachers regarding appropriate referencing styles, as well as accepted uses of AI, when completing research assignments.

Academic dishonesty also includes:

- Copying another student's work
- Bringing unauthorized material into a testing environment
- Copying and pasting from web sources or AI

In the event of academic dishonesty, the following actions will be taken:

- Your parents will be contacted.
- You may be referred to the administration.
- The work or an equivalent assignment must be completed honestly within a timeframe determined by the teacher and administration.
- Other action will be taken as appropriate.

Repeated infractions may result in withdrawal from a class with no credit assigned, as well as possible further disciplinary action.

APPROPRIATE BEHAVIOUR

Behaviour and language used towards all members of the school community should be respectful and polite.

School should be viewed as similar to a work environment. Displays of affection that would be unseemly in any other work environment are also out of place at school.

BULLYING & HARASSMENT

Bullying and harassment will not be tolerated. As a PCS student, parent, or staff member, you are expected to show respect toward others and refrain from harassing behaviours.

Harassment includes:

- Physical, verbal or sexual abuse or aggression/ teasing
- Intentional social alienation of other students
- Threats or intimidation
- Cyber bullying using phones, social media, memes, etc.
- Making sexual advances, whether in person or electronically
- Engaging in improper physical contact
- Making inappropriate comments
- Discrimination in any form
- Violence in any form

Students are encouraged to report, to any staff member, any conduct that makes them feel uncomfortable, is bothersome, or that feels contrary to being part of a healthy community. Our responses to violating this code of conduct are outlined under the heading **CONSEQUENCES & DISCIPLINE**.

CELL PHONES & OTHER ELECTRONIC DEVICES

We want our school community to be a safe place of learning for all. Students can not use personal devices (cell phones, Smart watches, Air pods, Meta glasses, etc.) on campus for any reason during the school day, including breaks. Students may bring their cell phones or personal devices to school, but they must be turned off and placed in a school bag or locker where they are out of sight until the end of the school day. Laptops, tablets, or iPads must be approved through the office and may only be used to support learning.

School Administration and staff may intentionally promote student use of a personal device as a learning resource, in which case expectations for use in these exceptional cases will be clearly communicated to students.

School Administration and staff may permit exemptions to the policy on a case-by-base basis.

NEVER capture or share any images/video of other people if you do not have their direct consent as our messages/images/videos can spread quickly and beyond our control. Also, be very careful about your own words and the images you share so they do not cause harm to you or to others.

- First offence: device will be sent to the office and can be picked up by a parent at the end of the school day.
- Second offence: The student will meet with Administrators and parents to create a device management plan.

CONSEQUENCES & DISCIPLINE

Administration and staff will work toward a discipline system that is consistent, fair, educational, and restorative. Failure to adhere to the code of conduct will result in consequences appropriate to the situation. These include:

- Verbal reminders
- Natural consequences
- Re-teaching expected behaviours
- Confiscation of prohibited materials/items
- Contact with home
- Counselling
- Parent/school conferences
- Loss of privileges and/or restricted access to facilities/activities
- A behavioural contract and/or management plan
- Detention

Serious offences may result in the following responses:

- In-school and/or out-of-school suspension
- Restitution and/or restorative justice process
- Police involvement
- Probation and/or expulsion

DISPUTE RESOLUTION

All complaints or grievances should be dealt with in a Christ-like and loving manner. The Biblical principles found in Matthew 18:15-17 and Ephesians 4:25 are excellent guidelines. Even when we disagree, the Bible directs us to encourage and love one another.

When students have concerns, we encourage them to openly and directly communicate with the appropriate parties. Concerns should be communicated initially to the person directly involved in a manner of open dialogue, with the intention of resolving the problem. If the concern persists, the school administration should be notified so that all parties can meet with the principal/mediator/counsellor in an effort to restore a healthy situation. If, even after administrative involvement, you feel that your concern has not been addressed, the concern should be directed in writing to the Head of School.

RESPECT FOR PROPERTY

We value a clean and orderly learning environment. Please clean up after yourself and report any damage you notice or cause. Dispose of litter or other waste using the appropriate receptacles. Respect the property of others. Stealing and vandalism will not be tolerated.

STANDARDS FOR SCHOOL DRESS

PCS is a community in which many people come together to learn. As we gather, we ask all community members to dress in a way that is appropriate for a diverse learning environment. Questions or concerns about these guidelines should be brought to a school administrator.

In case of inappropriate attire, a school administrator will speak with the student. In addition, an administrator will contact home on the day of the event.

STUDENT HEALTH

If you are unwell, please stay home until your symptoms have improved. Follow public health guidelines as you make your decision about when to return.

SUBSTANCES

Possession of drugs (including cannabis) or alcohol is illegal for minors and is illegal on school property for anyone. You must not possess, distribute or use drugs or alcohol at school, on school buses, during the school day or during school activities. In addition, you must not arrive at school or to school activities under the influence of substances that are not legal for minors.

THINGS NOT TO BRING TO SCHOOL

Items that would disrupt the school environment or would appear to pose a threat to the safety of others are prohibited.

STUDIES AT PCS

Our educational program at PCS is guided by the following Guiding Educational Principles:

TRANSFORMATIVE

By nurturing students in Christ-like living, critical thinking and joyful service, we educate not only to inform but also to transform. We create learning experiences to help shape students' Christian faith and develop within them an understanding of their identity in Christ. We seek to develop a Christian worldview in our students by infusing their learning with biblical truths, continually orienting them toward Christ with the deep hope that they will come to love, serve and desire the Kingdom of God.

ROOTED IN BELONGING

Students are drawn into the learning process when they are known and loved within a school community. We believe that each child is uniquely created in the image of God, and we delight to know them personally. As one-of-a-kind image-bearers, we recognize that students learn in a variety of ways. As such, we respond to student diversity by providing varied and accessible instructional approaches that reflect students' curiosities, strengths, needs and personal goals.

CONNECTED

Deep learning equips students to influence the world. Students are nurtured to be faithful citizens in God's world by connecting their learning to diverse contexts. Students engage in creating beautiful work that has purpose, complexity and meaning. We seek relevant audiences for students to connect their work to the broader community, which deepens their learning. Through this, students experience their role as active and creative participants in God's story.

SERVICE-ORIENTED

Joyful service is a faithful response to the transformational work of God in our lives. We understand that God's story is one of redemption and restoration, and that His plan for restoration includes us as participants. We provide opportunities for students to serve others, with the deep hope that they develop a life-long desire to be servant-workers as Christ modeled for us.

ANNOUNCEMENTS

Information about student life, athletics, and extra-curricular opportunities is shared through the daily announcements available in print, on the screen in the upper foyer, and on the MyPCS website.

ATHLETICS

Students who are enrolled in a full course load may be eligible to participate in the athletic opportunities throughout the school year. Students are expected to be in good standing in their course work (including attendance, behaviour, and academics) or they may not be eligible to play. If necessary, eligibility will be determined by the coach, athletic director, and administrators.

ATTENDANCE

Attendance is an important ingredient for success in school. You are expected to attend all of your classes except when sick or, occasionally, absent due to unavoidable causes. If you cannot attend school, please have your parent or guardian contact the school and ensure that you speak to your teacher(s) about missed work.

EXTENDED ABSENCES

Students who miss more than 25% of the scheduled classes may not be eligible to receive credit for a course. Exceptional cases should be brought to school administration.

LATE TO SCHOOL/LATE TO CLASS

If you arrive late, report to the main office to sign in and pick up a late slip to class.

LEAVING SCHOOL EARLY

If you leave during school hours, sign out at the office. Grade 10-12 students may sign out to leave school grounds at lunch or during spare blocks that are not assigned study blocks. Students in grades 8 and 9 need parent permission to

leave the school grounds during the day. Parent permission must be communicated by a parent/guardian directly to office staff.

TRAVEL

Learning at PCS is designed to be an in-person experience. The activities, discussions, and interactions that support student learning cannot be replicated online. If students miss school for travel, it is very likely that their learning progress (and grades) will be negatively impacted, so we advise families to plan trips during school breaks and to prioritize in-person attendance for students.

ASSESSMENT

PCS is committed to assessment practices that fall within the policies and guidelines of the BC Ministry of Education.

The following proficiency descriptors are used to provide feedback about student learning, with a goal of helping students grow in their proficiency:

Proficiency Scale				
	Emerging	Developing	Proficient	Extending
	The student demonstrates an initial understanding of the concepts and competencies relevant to the expected learning.	The student demonstrates a partial understanding of the concepts and competencies relevant to the expected learning.	The student demonstrates a complete understanding of the concepts and competencies relevant to the expected learning.	The student demonstrates a sophisticated understanding of the concepts and competencies relevant to the expected learning.

In Grades 10-12, letter grades and percentages are reported and will appear on official student transcripts. The Provincial marking scale is as follows:

A	86 - 100%	excellent achievement	Extending/Proficient
B	73 - 85%	very good achievement	Proficient/Developing
C+	67 - 72%	good achievement	Developing
C	60 - 66%	satisfactory achievement	Developing/Emerging
C-	50 - 59%	pass	Emerging
F	0 - 49%	fail	

LEARNING UPDATES

Learning Updates (Report cards) are issued once every Quarter (four times over the course of the year). Parent/Teacher conferences are held in Quarter 1 and 3 (typically October and March).

CHAPEL

Our weekly Chapel gatherings are part of life together at PCS; students are expected to attend, and attendance will be taken. Students should engage in a way that demonstrates respect, acceptance and care for those around them.

COMPUTER ACCESS

Computers are available for appropriate access to electronic information resources which facilitate research and education. Students are issued an account and password which they should keep confidential. Accounts are monitored periodically. Reminder that we are striving to move toward being a 'device free' campus. Please contact a staff member if you need access to a school device outside of scheduled class time. School devices may not be used without direct staff supervision.

CONCESSION & FOOD SERVICES

Through collaboration with parents and other community members, we will offer hot lunch and healthy snacks as often as possible. Information will be posted in the daily announcements.

COURSE ADVICE & COURSE CHANGES

Students are encouraged to make an appointment with Student Services for advice regarding course selection, graduation requirements, and related questions. Courses are offered and our schedule is built based on a balance of Ministry requirements and student choice.

SUPPORT BLOCKS

Students are expected to carry a full load of courses. In grades 8-10, unsupervised support blocks are not permitted. In grades 11 and 12, one or two support blocks may be permitted over the year for students with heavy course loads. Support block attendance including industrious use of scheduled time is required. Students who are not fulfilling their obligations in a support block may have the privilege removed, subject to review by a school administrator.

COURSE CHANGES & DROPS

Changes to your class schedule may be possible through the counsellors or through the main office within the first 2 weeks of a semester-long course. If there are extenuating circumstances, students, parents, teachers and counsellors must agree to the course change, and it must be finalized through a school administrator. Students should continue to attend the class until this course change process has been completed.

ACCELERATED LEARNING

In some cases, a student may wish to take courses above their grade level. Subject area teachers and administrators must approve these requests.

ONLINE COURSES

In exceptional cases, where a student wishes to cross-enroll (i.e. take an approved BC curriculum class), approval is subject to administrator approval. PCS course load requirements remain with a minimum threshold required in order for the school to receive provincial funding.

HOMEWORK

Homework in reasonable amounts allows you to practice your skills and deepen your understanding of subject matter, and can provide feedback to teachers about your learning. Expect to have homework! PCS is committed to differentiating assignments for individual needs as required.

LIBRARY

The library houses extensive resources in fiction and non-fiction materials. The library also provides access to searchable data bases to support student research. You can access the school library catalogue through the PCS website. (If you misplace or damage books, you will be expected to cover the cost of replacement or repair.)

LOCKERS/LOCKS

Lockers will be assigned to students for the year. You are responsible for keeping the inside and outside of your assigned locker clean, and for promptly reporting any locker damage to the office.

LOST AND FOUND

The Lost and Found area is below the main stairs in the lower foyer. Check it regularly, as unclaimed items will be donated to charity several times over the course of the year.

PRINTING & PHOTOCOPYING

A printer and photocopier are available in the library for your use. Colour printing can be sent to the printshop through your class teacher.

SCHOLARSHIPS, BURSARIES AND AWARDS

ATHLETIC AWARDS

Athletic Awards - Gold, Silver and Bronze medals may be given to the top Grade 8, junior (Grade 9 & 10) and senior (Grade 11 & 12) athletes who have been judged to be the best all-around athletes in terms of ability, attitude, sportsmanship, leadership and participation.

Athletic Director's Award - This is awarded annually to the student who has been most instrumental, through his/her service, in support of the athletic program.

BURSARIES AND SCHOLARSHIPS

PCS offers graduating students and recent graduates a variety of scholarships tailored to post-secondary plans. Check out the scholarship applications on the PCS website. In addition, there are many outside organizations and educational institutions that make scholarships and bursaries available. You should begin your search early and

familiarize yourself with application requirements. Feel free to visit our academic advisor if you have any questions.

HONOUR ROLL

A GPA of at least 3.5 will place Grade 10-12 students on the Honour Roll, and a GPA of 4.0 (i.e., an “A” grade in all of your classes for the year) will be awarded High Honour Roll.

Students are awarded certificates for these achievements.

Grade Point Average (GPA) is calculated using the BC Ministry of Education scale: A = 4, B = 3, C+ = 2.5, C = 2, C- = 1, F = 0.

SCHOOL PHONE

The office phone is available, with permission, for your use.

SERVICE OPPORTUNITIES

Students are encouraged to participate in service opportunities that connect to community members and services around us.

These opportunities are provided through coursework, field trips, or community needs shared through the daily announcements.

STUDENT SERVICES

Our goal in the PCS Student Services department is to offer a variety of resources and support to all students and families at PCS. This may be through course planning, post-secondary school planning, career exploration, learning assistance, special education and personal or pastoral counselling.

TRAVEL TO SCHOOL

Safety is our top priority. If walking to school, use the sidewalk and crosswalks and follow the directions of any crossing guards. Always look for traffic in both directions. Lock all vehicles and bikes.

SKATEBOARDS, SCOOTERS, BIKES, ETC.

If you ride a board, scooter, or bike to school, please secure it when you arrive and only use it again when you are leaving. Students are expected to operate their skateboards, bikes, scooters, etc. safely and obey all laws of the road. This includes wearing a helmet at all times.

STUDENT DRIVERS

Driving a vehicle to school is a privilege, not a right. Student drivers must register vehicles through the office. Always operate your vehicle with extreme caution in the parking lot.

Please observe the following safety guidelines:

- Obey all posted signs and parking indicators.
- The speed limit on Agnes Street from Glanford to the school is 30km/h on school days from 8:00am – 5:00pm.
- Students are permitted to park in any stall unless it is marked as reserved for pre-school pick-up or for people with mobility challenges.

Failure to use your vehicle in a responsible way will result in losing the privilege of parking on school property. The school will not be responsible for damage or theft.

VISITORS

All visitors are required to sign in at the office upon arrival. If you wish to have a friend from another school visit with you during a school day, make the request to the Principal or Vice Principal at least 2 school days before the visit. Your teachers will also need to approve the visit.

2026/2027 TIMETABLE

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
M	8:20 - 9:05 (M1)	8:20 - 9:05 (M2)		8:20 - 9:05 (M3)	8:20 - 9:05 (M4)
A	9:10 - 10:30	9:10 - 10:30	9:10 - 10:05	9:10 - 10:30	9:10 - 10:30
			Chapel 10:10 - 10:55		
B	10:35 - 11:50	10:35 - 11:50		10:35 - 11:50	10:35 - 11:50
			11:00 - 11:50		
LUNCH	11:50 - 12:30				
C	12:30 - 1:45	12:30 - 1:45	12:30 - 1:45	12:30 - 1:45	12:30 - 1:20
					1:25 - 2:15
D	1:50 - 3:05	1:50 - 3:05	1:50 - 3:05	1:50 - 3:05	Early Dismissal