



OCTOBER 9TH, 2025

Correlieu Secondary School

850 Anderson Dr., QUESNEL, B.C. V2J 1G4

TELEPHONE: 992-7007

Principal: Mrs. Marissa Knauf

Vice Principal: Mr. Shane Mummery



Principal's Message

Just a reminder that in order for students to be successful in grades 10-12, they must attend school. When students are absent, they are responsible for completing the work they missed in a timely manner. The best practice for success is to attend school on a regular basis. Students who don't complete enough work to meet the requirements of their course will have to repeat the course if it is a requirement for graduation. Please refer to page 17 of the newsletter for information regarding required courses for graduation.

We have been having issues regarding traffic flow at the beginning and end of the school day. Just a reminder that parents need to drop students off at the south end of the school in the student parking lot. Please refer to the map on the next page for more information.

Interim reports will be sent home in the next couple of weeks. Please ask your child to see their reports. If you would like to touch base with your child's teacher, teacher email information is located on the Correlieu webpage, under the top link "contact" > "staff" or by following this link: [School Staff | Correlieu Secondary](#). You can also connect with your child's teachers by booking an appointment with them during our parent teacher interview days, Nov. 5 & 6. An email regarding parent teacher interviews was sent out on Oct. 3. You can find the form to request an appointment with your student's teachers [here](#).

Upcoming Dates:

Oct. 13	Thanksgiving (no school)
Oct. 15	First Musical Theatre class @ 3 pm. Classes are Mon & Wed from 3 - 4:30 pm
Oct. 18	Correlieu Jazz Band @ Quesnel Farmers Market 10:30-12 pm
Oct. 22	Post Secondary Institutions Visit during B block
Oct. 24	Pro-D Day - No School
Oct. 27	PAC Meeting @ 6:30 pm CSS Library
Oct. 27 – Nov. 2	Grad Photos by appointment only
Oct. 29	Photo Re-take Day (A.M.)
Oct. 29	Strengthening Connections Education & Career Fair 8:30—10 am
Oct. 30	Correlieu Music Dept. Video Games & Hollywood Tribute Show @ 7 pm Correlieu Chuck Mobley Theatre
Nov. 3 — 6	Provincial Assessments
Nov. 5 & 6	Early Closure Days- 1/2 Day Attendance (Parent Teacher Interviews)
Nov. 8	Indigenous Veterans Day
Nov. 10	Remembrance & Indigenous Veterans Day Assembly
Nov. 11	Remembrance Day (no school)
Nov. 17	Term 2 Begins
Nov. 27	Health Canada Presentation
Nov. 28	NI Day

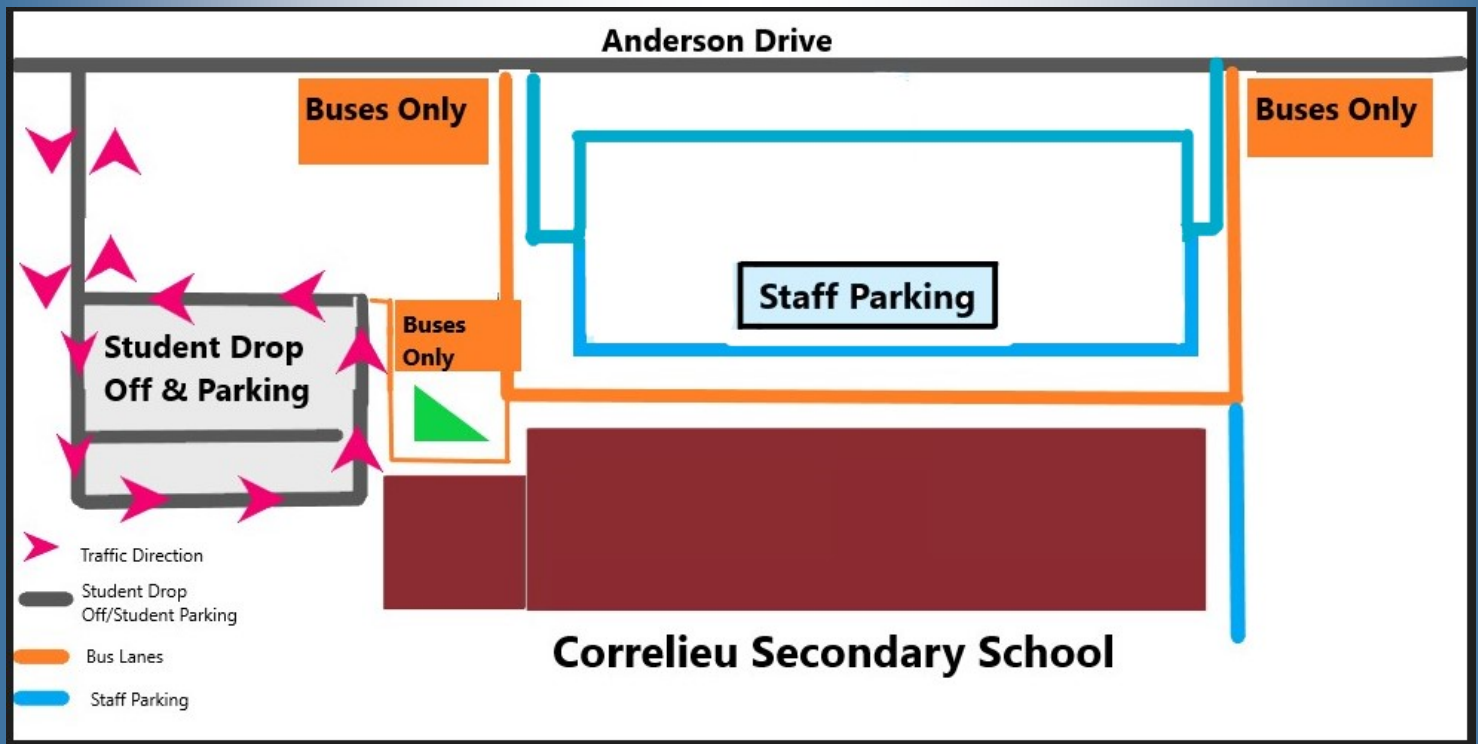


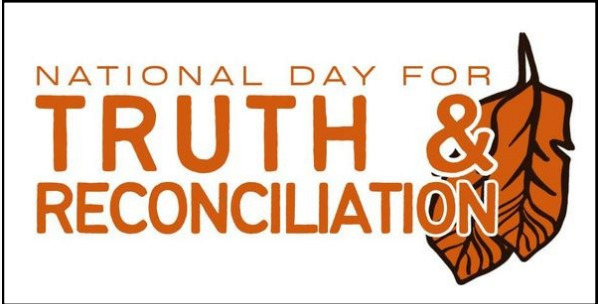
Next PAC Meeting

Monday Oct. 27th @ 6:30— In the CSS library

We look forward to welcoming new parents to our PAC. Meetings are generally 30 minutes or less. Our executive will be elected at our first meeting. Parents do not need to be on the executive to attend.

SCHOOL PARKING MAP





Culture Room

608

October 2025 News and Events

We are back in action

We have made it through our first month now and hope that everyone is settling in with their schedules. The Culture Room has been a busy place and we are enjoying seeing all the students building relationships, continuing with their learning journeys and challenging themselves.

For more information, questions or concerns please reach out to:

Keri Osha keriosha@sd28.bc.ca

Rolanda Neufeld rolandaneufeld@sd28.bc.ca

250-992-7007



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13 Thanksgiving No School	14	15	16 Cake Day	17	18
19	20	21	22 Post-Secondary Institute Fair	23	24 Pro-D Day No school	25
26	27 Grad photo PAC meeting	28 Grad Photo	29 Grad Photo School photo Retakes Indigenous connections post- secondary representatives	30 Grad Photo	31 Grad Photo	
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**MEET REPS
FROM:**

TRU

UNBC

CNC

UVIC

UBC

**STRENGTHENING
CONNECTIONS**

**WEDNESDAY,
OCT. 29TH**

8:30 - 10:00 AM

EDUCATION AND CAREER FAIR

CORRELIEU SECONDARY SCHOOL

PARENTS' CORNER

Links to support conversations at home around drugs, alcohol, conflict & Weekend partying

Please have conversations with your teen about how drinking and doing drugs impair their ability to make good decisions.

- Dangers of Teen Partying: <https://empoweredteensandparents.com/dangers-of-teen-partying/>
- MADD Canada: Stats, Facts and Talking Points about Alcohol and Other Drugs
<https://madd.ca/media/docs/parent-action-pack.pdf>
- Talking With Teenagers About Drugs and Alcohol: <https://www.canada.ca/en/health-canada/services/substance-use/talking-about-drugs/talking-with-teenagers-about-drugs.html>
- Teaching Kids How to Deal With Conflict: Tips for Lifelong Skills:
<https://childmind.org/article/teaching-kids-how-to-deal-with-conflict/>

The White Hatter

Parents and students looking for more information about Digital Literacy, Cyberbullying and Sextortion can check out “The White Hatter”. Correlieu Secondary School plans to have a presentation from the White Hatter later this year.

<https://www.thewhitehatter.ca/>
<https://www.thewhitehatter.ca/parenting-podcast>
<https://www.thewhitehatter.ca/online-parenting-book>

Attendance Matters

Regular attendance is an important factor in the health and well-being of our children. Students that attend regularly...

- develop skills that lead to improved academic achievement and graduation
- increase social and emotional well-being
- increase self-awareness
- develop positive behaviours in and out of school that lead to success beyond high school

Chronic absenteeism is defined as missing 2 or more days of school each month – including excused and unexcused absences. Students with chronic absences and lates are less likely to graduate high school.

What Can Parents do?

- Track your child’s attendance to identify challenges early
- Seek support to address barriers to attendance
- Share your concerns about your children’s health with your health provider
- Contact the school if you have concerns about attendance

Note – Correlieu Secondary School sends an attendance report every day at approximately 3:30pm by email. Parents, please make sure you have an updated email at the office. If you are not receiving these notices, be sure to check your junk folders and/or contact the office.

NEWS & EVENTS

PROVINCIAL ASSESSMENTS - NOV. 3 — NOV. 6

During this assessment period, all English 12 classes will write Literacy 12 as indicated in the schedule below. We have also scheduled a Literacy 10/Numeracy 10 make-up session for any grade 12 students missing these assessments for graduation. There is a signup sheet in the office for anyone who would like to pre-write or re-write Literacy 12 on November 5. Please note that students are permitted to write assessments up to 3 times in order to better their score.

Please note the following:

- ♦ If your student misses their in-class assessment, the only make-up opportunity is Thurs, Nov. 6 8:30 – 11:30 am in Room 302).
- ♦ Students are permitted 3 hours to write their assessment. If your student is writing an afternoon assessment, they may not be finished writing until 3:30 pm so they may need to find an alternate way home if they ride a bus.

CORRELIEU GRAD ASSESSMENT SCHEDULE

November 3 – 6, 2025

Literacy 12 and Lit 10, Num 10 Make-up

	MON, Nov 3	TUE, Nov 4	WED, Nov 5	THUR, Nov 6	FRI, Nov 7
	8:30am – 11:30am (A & B BLOCKS run as normal)	8:30am – 11:30am (C & D BLOCKS run as normal)	8:30am – 11:30am (B & A BLOCKS run as normal)	8:30am – 11:30am (D & C BLOCKS run as normal)	
CAREER CENTRE	ADJ	ADJ	ADJ	ADJ	
LAB 302	Lit 12 Brackett's Block A		Lit 12 Brackett's Block B	Lit 10/Num 10 Make-up from the week	
LAB 401		Lit 10/Num 10 Make up	Lit 12 - Van Putten's Block B		
LUNCH (11:44 AM – 12:25 PM)					
	12:30pm – 3:30pm (C & D BLOCKS run as normal)	12:30pm – 3:30pm (A & B BLOCKS run as normal)	12:30pm – 3:30pm (D & C BLOCKS run as normal)	12:30pm – 3:30pm (B & A BLOCKS run as normal)	
CAREER CENTRE	ADJ	ADJ	ADJ	ADJ	
LAB 302	Lit 12 Brackett's Block C	Literacy 12 Pre-Write			
LAB					

NEWS & EVENTS

GRAD PHOTOS - OCT. 27 — NOV. 2

Signup sheets for appointment times are posted in the Career Centre. Grad photo dates are Oct. 27, 28, 29, 30, 31st (after school to evening) and Nov. 1 and 2nd (daytime). Students - Please take a picture of your appointment time when you sign up as we don't keep track of times in the office. **All students graduating should have a photo taken regardless of whether or not they will purchase a photo package as a picture is needed for the yearbook and the grad composite that will displayed in the school.** Once your photos are taken, you will receive proofs and an order form.

- Students photo sitting is paid for from what we collect in grad fees. What you order for photos is paid to Right Photography. There are different deadlines for collecting any orders in the office that will be posted on monitors and in newsletters. If those times don't work for you, please note Right Photography holds the images for a few years in case you want to order them at a later date, but you need to contact Right Photography for that.
- There will be a retake session that will also require you to book an appointment time – December 2-3rd.
- There are also pamphlets for you to know all the questions you or your parents might have to prepare yourself for photos.

PARENT TEACHER INTERVIEWS - NOV. 5 & 6

An email regarding parent teacher interviews was sent to parents/guardians on Oct. 3rd. Please ensure you complete the form and return to Kayla Kinloch at kaylakinloch@sd28.bc.ca. Please note that the deadline for interview requests is no later than end of day, Wednesday, October 22. Appointments will only be booked by submitting the form—no phone calls, emails, voice/FB messages please.



Career Centre October Update

September has seen the Career Department busy setting up the Work Experience, Work in Trades, and Dual Credit activities for students. These courses are available to all students and are a great opportunity to get credits while volunteering or employed with the intent of reflecting on how the learned skills relate to their future. Work Experience students also have the opportunities for multiple field trips and learning activities that are hosted on and off campus throughout the year with the support of many of the local post-secondary institutions and the businesses and industries from the area. If you are interested and would like some more information on some of the courses other requirements please feel free to contact me.

October and November are beginning to fill with various activities:

- Oct 22 has some College of New Caledonia tours planned for the CLE10 students
- Oct 28 and 29 CLE students will be bussed to a fun introduction day at CNC
- Nov 20 Tentative CNC and UNBC tour to Prince George
- Nov 19 and 25 CNC for the CLC12 students
- Other COFI sponsored activities will be announced in school

For students already in the program, required booklets, occasional visits, questions, and career support are offered in the Career Centre and in my office (located in the counselling area) throughout the day.

For further info, or to arrange a meeting please feel free to contact me, Martin Runge, at martinrunge@sd28.bc.ca



NEWS & EVENTS

POST-SECONDARY INSTITUTION VISIT - OCTOBER 22

Attention all grade 11s and 12s! Correlieu is hosting a Post-Secondary Institution Visit during B block on Wednesday, October 22nd. There are 2 general information sessions with 11 different post-secondary institutes presenting.

Information session 1	8:25 – 8:55 a.m.
Information session 2	9:00 – 9:30 a.m.
Mini Fair in gym	9:40 – 10:10 a.m.

Sign up on sheets will be outside the library on Oct. 14th. Sign up for the institutions and then remember the room number for the presentation. There will also be a mini-fair of all the institutions in the gym from 9:40 to the end of B block. For more information, see the information on the "Shape of the Day" posted with the sign-up sheets.

TRINITY
WESTERN
UNIVERSITY

coast
mountain
college



UNBC



Post Secondary Institute Information Sessions

Wednesday October 22, 2025
during B block

College
of New
Caledonia
CNC

NORTH ISLAND
COLLEGE



Northern Lights
College

University
of Victoria



VANCOUVER ISLAND
UNIVERSITY



Royal Roads
UNIVERSITY

Information session 1	8:25 – 8:55
Information session 2	9:00 – 9:30
Mini Fair in gym	9:40 – 10:10



SFU

NEWS & EVENTS

CORRELIEU MUSIC DEPT. NEWS

The **Correlieu Jazz Band** will be providing musical entertainment at the final Quesnel Farmers Market **Saturday, October 18th** from 10:30 -12:00. Support your local farmers and growers while catching some rockin' tunes!



The Correlieu Music Dept presents a mult-media tribute show to Video Games & Hollywood—featuring music from Halo, Skyrim, Disney and more. **Thursday October 30** at 7:00 p.m. in the Correlieu Chuck Mobley Theatre.

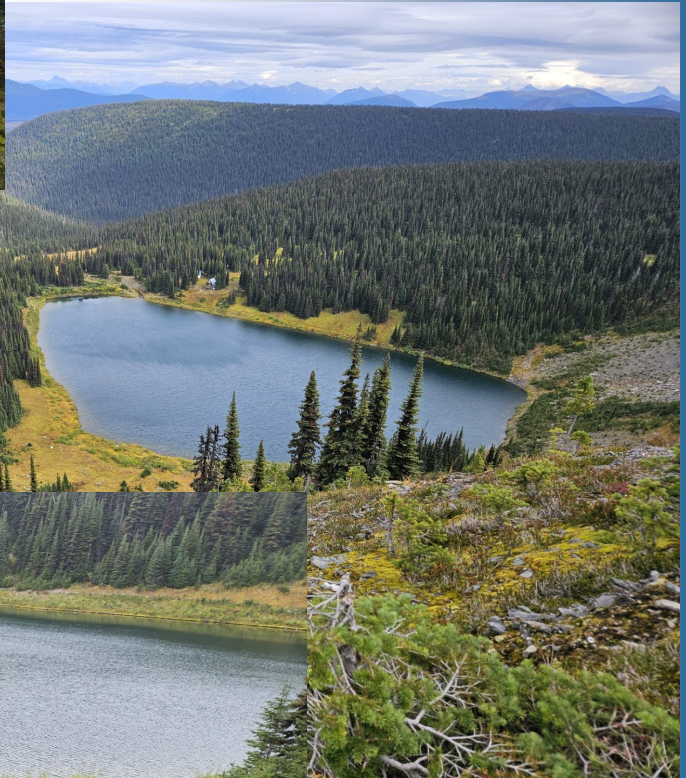
Musical Theatre - the 1st class for the Correlieu Players 2026 Spring Musical will begin Monday, October 15th from 3:00-4:30 in the theatre. Classes run same time Mondays and Wednesdays.



Outdoor Ed Hike to Two Sisters - Sept. 15



Outdoor Ed Hike to Groundhog Lake - Sept. 22



NEWS & EVENTS

INTRAMURALS

Congratulations to "KITtens" for their win in "the Brain Cooker trivia challenge". Scores were very close but this fur-ious group came out on top! Teams needed at least 1 grade 10, 1 grade 11, and 1 grade 12 to be eligible to play and we ended up with 14 teams and over 70 individual participants!

The next trivia is "Halloween Havoc" on October 29th! (no grade requirements this time)



HALLOWEEN HAVOC

Trivia Challenge!

Gather 5 team members, teams are either all students or all staff

Categories: What are you Saying?, Let's get Loaded, Tell Me How to Score, Dastardly Dispatchers, I know what you listened to last year, Fall Fashion

October 29th
11:50am - 12:30pm

Correliou Theatre

Sign up On the Library Windows!



GRADE 12 Post Secondary Information

SCHOLARSHIPS

Did you know that Correlieu has Google classroom page to help our grade 12s stay up-to-date on scholarship opportunities? You can navigate to this page via our website

<https://css.sd28.bc.ca/graduation/scholarships/css> or via the invite link

<https://classroom.google.com/c/NzMxNzYzNDM4NTQx?cjc=a3l6a7l>. The class code is: a3l6a7l

Please check the following sites for upcoming scholarships that you may be interested in.

There are so many opportunities. Most are online applications. Take a peek at the eligibility requirements for each one and note the deadline date. Mr. Barbosa is willing to help if you need assistance—you can find him in the counselling area

[B.C. Scholarships - BC Scholarships](#)

StudentScholarships.org

[How to Apply for Scholarship | College Scholarships | BC Scholarship Society](#)

If you are interested in studying abroad and applying for Scholarships, Click here:

[Scholarships and Awards | BC Study Abroad](#)

Making an account on Education Planner BC will help you search thousands of programs, discover career paths, explore financial resources and apply to post-secondary in BC.



NEWS & EVENTS

STAY UP-TO-DATE

There are a few Facebook pages and our Instagram that students/parents/guardians can follow that are updated regularly:

Correlieu Secondary School

<https://www.facebook.com/people/Correlieu-Secondary-School/100057637201475/>

Instagram — [@correlieu_secondary](https://www.instagram.com/correlieu_secondary)



School District # 28

<https://www.facebook.com/schooldistrict28>

School District # 28 Transportation

<https://www.facebook.com/SD28Transportation>

If your child is a bus student, please check the School District #28 Transportation Facebook page regularly as this is where you can find information regarding bus cancellations and bus delays.



Weaving together elements of stand-up comedy, physical theatre and Lucas Myers' trademark brand of observational humor, ROOF stars Dave, a highly successful real estate agent who is living the dream: hot car, smart kids, beautiful wife, unbelievable sound system, designer kitchen, steam shower. Just as he is launching his own self-improvement video series, #HiMyNameIsDave, he discovers major issues with his roof and cracks begin to form in his perfect world. Enter Stevie, a journeyman roofer with aspirations of being a stand up comic, who is the only person capable of dealing with Dave's narcissistic hyper-vigilance. As they attempt to collaborate on the roof project, Stevie forces Dave to confront his shortcomings and come to terms with what being a good person really means.

Saturday, October 18, 2025 - 7:30pm
Chuck Mobley Theatre at Correlieu School



TICKETS ON SALE NOW

\$30 (Adults), \$25 (Seniors & Students).

AVAILABLE at: Save On Foods, Homesteader Health

← Or Purchase Tickets Online at qla.ticketit.ca

ONLINE TICKET PURCHASING HELP: Doreen 250-983-9167 or Colleen 250-747-2207



bc live



BRITISH COLUMBIA
ARTS COUNCIL



BRITISH COLUMBIA
The New West to Live



ARTS COUNCIL

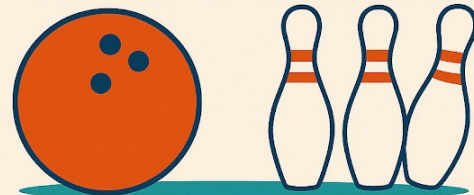


Canadian
Heritage

HELP
SPREAD THE WORD!
LIKE & SHARE US
ON FACEBOOK!



★ YOUTH ★ BOWLING LEAGUE



AGES 4-16

REGISTRATION NOW OPEN!

\$17 PER SESSION

3 GAMES EACH

REGISTRATION FEE

\$20 PER BOWLER

**SEASON
ENDS IN APRIL
TOURNAMENT
& PRIZES**

REV BOWLING LANES, QUESNEL

CALL 250-992-2441

NEWS & EVENTS

CREDITS FOR GRADUATION

Worried about not having enough credits to graduate in June? Students must have completed 80 credits as well as all Ministry assessments in order to participate in all graduation events. If you have questions, please see your Guidance Teacher based on your last name: A-K : Ms. Pelchat L-Z: Mr. Barbosa

BC GRADUATION REQUIREMENTS



All students must complete **80 credits** over Grades 10-11-12 and the **3 Provincial Assessments** at the bottom of this page to meet the Ministry of Education's graduation requirements and achieve a Dogwood certificate.

80-CREDIT CHECKLIST:

- ☐ English Language Arts 10 (**English First Peoples 10)
- ☐ Social Studies 10
- ☐ Science 10
- ☐ Math 10
- ☐ Physical and Health Education 10
- ☐ Arts or Applied Design, Skills & Technologies 10, 11 or 12
- ☐ Career Life Education
- ☐ English Language Arts 11
- ☐ Math 11
- ☐ Social Studies 11 or 12 (**BC First Peoples 12)
- ☐ Science 11 or 12
- ☐ English Studies 12 (**English First Peoples 12)
- ☐ Grade 12 course
- ☐ Grade 12 course
- ☐ Grade 12 course
- ☐ Other Grade 10, 11 or 12 course
- ☐ Other Grade 10, 11 or 12 course
- ☐ Other Grade 10, 11 or 12 course
- ☐ Other Grade 10, 11 or 12 course
- ☐ Career Life Connections & Capstone + 30 Hours of volunteer or paid Work Experience

PROVINCIAL ASSESSMENTS:

- ☐ Literacy 10
- ☐ Numeracy 10
- ☐ Literacy 12

—
MAY
21-22
2026
—



MOUNTAIN BIKING

BC PROVINCIAL CHAMPIONSHIPS



GRADES 8-12

X-COUNTRY &
ENDURO RACES

HELD AT
WONDERLAND

**IF INTERESTED EMAIL MR. HERMAN AT
WYATTHERMAN@SD28.BC.CA**



CORRELIEU SECONDARY SCHOOL

850 ANDERSON DRIVE QUESNEL BC V2J 1G4
PHONE 250.992.7007 FAX 250.992.8476 WEBSITE www.css28.com

MARISSA KNAUF, B.Ed., M.Ed.
Principal

SHANE MUMMERY, B.Ed., M.Ed.
Vice-Principal

August 28, 2024

RE: Personal Electronic Devices – School District 28 Correlieu Secondary School

Dear Parents/Guardians,

The start of the school year is fast approaching, and we look forward to seeing all our students back in classes. It will be important for students and families to be aware of a new policy in regard to personal electronic devices and their use during instructional time. On January 26th, 2024, the Province announced three actions for the safety and well-being of students in relation to digital technology. The announcement included restrictions on the use of cell phones in schools, which must be in place for the 2024/25 school year.

Per Ministry and District policy, Correlieu Secondary School (CSS) will implement the following policy:

In September 2024, students are expected to store their personal electronic devices in teacher assigned spaces in each classroom. Students will need to have their devices silent (airplane mode or off) during instructional time. Instructional time is...

Monday to Thursday	Fridays
8:30am to 10:01am	9:20am to 10:30am
10:09am to 11:44am	10:35am to 11:44am
12:30pm to 1:37pm	12:30pm to 1:37pm
1:42pm to 2:48pm	1:42pm to 2:48pm

Only at the teacher's discretion/direction, an exemption may be made when the directed use of such devices supports a specific curricular objective and is part of instructional planning.

We understand that many parents/guardians use text messages to communicate with their children during the day. Students are able to check their phones outside of class times; during lunch break, and after school. For emergency situations, we ask that you contact the school office, **250-992-7007**, and we will pass along your message, or have your child contact you. These changes are intended to support a focused learning environment for your young people and to help reduce the addictive and negative impacts these devices are having on our young teens.

If you need to contact your child during class times, please call the office. We will pass along your message or have your child contact you.

Office: 250-992-7007



CORRELIEU SECONDARY SCHOOL

850 ANDERSON DRIVE QUESNEL BC V2J 1G4
PHONE 250.992.7007 FAX 250.992.8476 WEBSITE www.css28.com

MARISSA KNAUF, B.Ed., M.Ed.
Principal

SHANE MUMMERY, B.Ed., M.Ed.
Vice-Principal

The following procedures will be used for violations of these expectations:

- **1st Time a student is non-compliant with electronic device policy** – The student will hand in their device and it will be stored securely in the office until the end of the day. The student is responsible for collecting their device from the office at the end of the day. We expect students to comply with this request without becoming argumentative or defiant. Students not complying with the request will move into the discipline process. Issues taking place in the last block of the day will require the device to be in the office the next day. Parents will be contacted.
- **2nd Time a student is non-compliant with electronic device policy** – The student will hand in the device and a parent/guardian will be asked to pick up the device. Parents will be contacted.
- **3rd Time a student is non-compliant with electronic device policy** – The family, student and Principal team will work together to create a device plan. The student handing in their device daily, to be stored securely in the vault for a defined period of time.

***“Personal Electronic Internet-Connected Devices”** include, but are not limited to, cell phones, smart watches, tablets, computers, portable game systems).

Continuing to disregard these Provincial, District and School expectations may result in consequences per the Code of Conduct and may include suspension and/or other disciplinary consequences.

We ask that you support our staff and discuss this change with your child before the upcoming school year.

If you have questions or concerns about these new expectations, please contact either of the Principal team at the school.

In partnership,

Marissa Knauf
CSS Principal

Shane Mummery
CSS Vice-Principal

RE: Personal Electronic Devices – School District 28 - Correlieu Secondary School

ROLES AND RULES – Student use of personal electronic devices during instructional time.

Personal Digital Devices RULES <i>(includes communication devices)</i>	TEACHER ROLE:
○ STEP 1: Hand into office for 1 day ○ STEP 2: Device to office and parent may need to pick it up. Devices will be returned at the end of the day. ○ STEP 3: Device Plan - device into the vault each morning and picked up at the end of the day (created with student, family, Principals; defined duration) REFUSAL = move to step 3, then to In-School Suspension	STEP 1: Device collected – sent to office to be picked up at end of the day by student. Teacher/Principal will contact parent or guardian. <i>Seal envelope with device in (time, teacher, reason if needed)</i> STEP 2: Device collected – sent to office to be picked up by family – P/VP contact home <i>Seal envelope with phone in (time, teacher, reason if needed)</i> STEP 3: Device handed in each morning, picked up at end of the day – P/VP tracks plans

**** Smart watches can remain with the student until proven to be used as a communication device, at which time it will be considered as above.****



Notice to our Students and Parents/Guardians/Caregivers

Quesnel School District Threat Assessment Protocol

The Quesnel School District and our community partners are committed to having safe, caring and inclusive schools. In the event that a student makes a threat of violence or harm to other students, staff or the school community, the school will initiate the Quesnel School District threat assessment protocol.

Violence, Threat and Risk Assessment Protocol

In the event of a serious threat to the wellbeing of students or staff, A Violence, Threat and Risk Assessment Protocol will be initiated.

A threat is an expression of intent to do harm or act out violently against someone or something. They may be verbal, written, drawn, posted on the internet or made by gesture. Threats must be taken seriously, investigated and responded to.

What is the purpose of a threat assessment?

- to ensure the safety of all students, staff, parents and others
- to ensure a full understanding of the context of the threat
- to understand factors contributing to the threat makers' behaviour
- to be proactive in developing an intervention plan that addresses the emotional and physical safety of the threat maker
- to promote the emotional and physical safety of all

What behaviours initiate a VTTRA?

A VTTRA will be initiated when behaviours include, but are not limited to, serious violence with intent to harm or kill, verbal/written threats to harm/kill others, Internet website/social media threats to harm/kill others, possession of weapons (including replicas), bomb threats, and fire setting.

Duty to report

Staff, parents, students and community members have a duty to report all threat-related behaviours to keep our school community safe.

VTTRA Team

Our school has a multi-disciplinary threat assessment team. The team includes principal, vice-principal, district staff, school counsellors and police.

What happens in a student threat assessment?

After a report, the principal will activate the protocol for initial response. The team is activated and interviews may be held with the student(s), the threat maker, parents and staff to determine the level of risk and develop an appropriate response to the incident. Intervention plans will be developed and shared with parents, staff and students as required.

Can someone refuse to participate in a threat assessment process?

It is important for all parties to participate. If someone is reluctant to participate for some reason, the threat assessment process will continue in order to keep our school safe.



RESPECTFUL COMMUNICATION

At Correlieu Secondary School we value effective and respectful communication with our families and community members. Staff are eager to address your questions or concerns. It is important that home and school can communicate effectively to resolve an issue as well as support teaching and student learning.

In the event of an emergency or urgent matter, please phone the school (250-992-7007) or district office directly.

RESPECTFUL COMMUNICATION

- All communication needs to be respectful and courteous
- Be mindful of tone and volume when addressing concerns
- Address the concern(s) at hand
- Listen and understand the concern from the school perspective as well as the students
- Work together to solve problems
- If communication is aggressive, offensive (e.g. racist or sexist comments), threatening, intimidatory, disrespectful or contains profanity, it is considered unacceptable

SCHOOL/DISTRICT
COMMUNICATION PROTOCOL

- Address the concern with the person and give them a chance to respond before bringing the concern to the Principal, Vice Principal or District office. Follow our school district protocol below:

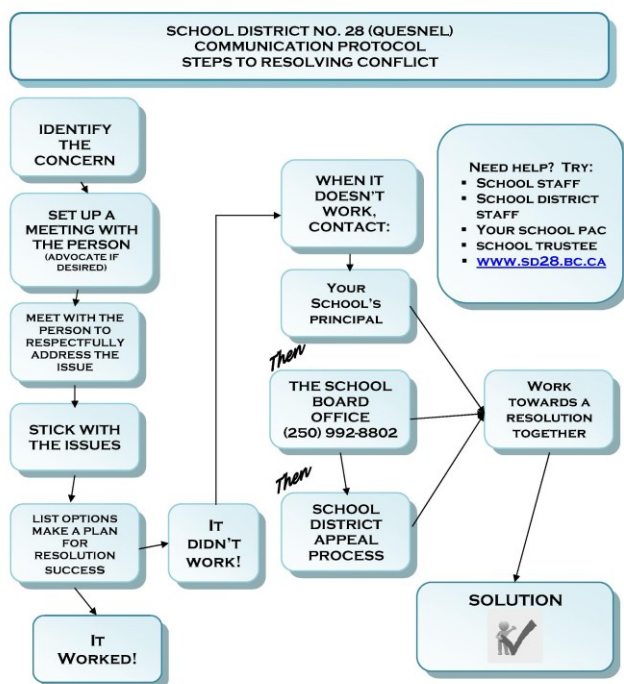
COMMUNICATING CONCERNS

- Inquiring about academic progress, learning expectations or behavioural concerns is best addressed in person or on the phone. Schedule an appointment to meet/speak with your teacher
- Confidential matters are best conveyed by phone or personal contact. It is best practice to have prearranged phone calls or meetings to discuss these matters

EMAIL COMMUNICATION

- It may take administration, teachers or support staff 1-3 business days (apart from scheduled breaks in the school year) to respond to email concerns. **If there is urgency to your communication, please call the school**
- Note - Staff who work with students are typically unable to read their email during school hours
- Please send only non-vital messages by email

[Link to - Procedures 118 - Appendix 1 and 2 - Communication Protocol - Steps to Resolving Conflict](#)

SCHOOL DISTRICT No. 28
(QUESNEL)

COMMUNICATION PROTOCOL

Steps to Resolving Conflict:

The following guidelines have been developed to support respectful communication when concerns arise. It is expected that every attempt will be made to resolve concerns at the school level; or level closest to the concern.

If at any time, you need advice you can seek assistance/support in this process from:

- School Staff
- School District Office Staff (992-8802)
- School Parent Advisory Council Chairperson
- Trustees (992-8802)
- Web site - www.sd28.bc.ca

Finding a Resolution:Identify the Concern

Try to resolve the concern:

- Begin at the school level between the concerned parties.

To help you do this:

- Focus on the student's needs.
- Define the real issue: What is needed and wanted?
- Make an appointment to see the person with whom you have a concern. Set a mutually satisfactory date and time.

- Prepare for the meeting – make notes, plan.
- Bring a support person if you desire, (inform the person with whom you meet).
- Respectfully, address your concern.
- Together, explore possible options and select the best solution.

Make a plan for resolution and success:

- Set up an action plan with times, dates and follow-up.

Seek Assistance

- ⇒ If the issue is not resolved, or an action plan is not successful, seek assistance from the Principal after informing the other party of your intent to do so.

- ⇒ If the issue concerns the Principal and you have not had success through the initial portion of this process, contact a Director of Instruction or the Superintendent of Schools at 992-8802 for assistance or support in resolving the issue.

If the issue remains unresolved after accessing assistance or support from a Director of Instruction or the Superintendent of Schools, contact the School Board using the Appeal Process (Bylaw No. 1). Call the School District Secretary-Treasurer at 992-8802 for information on the appeal process.

General Information

All concerns should be addressed. If you feel that you cannot approach the individual involved, please contact your school principal for assistance.

If you require more information please contact the School District Administration Office at 992-8802. The Quesnel School District believes that this Communications Protocol, developed by the School Board in partnership with the QDPAC, QDTA, QPVPA, CUPE Local 4990, and District Administration, will aid in a respectful and mutually satisfying resolution to problems and concerns.

The Communications Protocol Committee, under the direction of the Board of School Trustees, is committed to improving communications in the District. This is an on-going process and from time to time the established protocol procedures are reviewed. Your comments are welcomed.



School District No. 28 Quesnel has developed a School Safety Notification System in collaboration with Quesnel RCMP to keep students, staff and volunteers safe. While it is impossible to anticipate all eventualities, the notifications below are used as a guide to conduct these procedures effectively. **Communication is important and will come as able from the school or District Office as appropriate.**



ROOM CLEAR

Used to move people away from a hazard or concern contained in one room/area.

- Students directed to leave the room/area and report to designated area
- Principal/designate to call for assistance as needed (e.g. principal/vice-principal, custodian, 911, first aid attendant)



RETURN & REMAIN

Used as a short-term measure to provide privacy and dignity in the event of a medical event or an animal (bear etc.) on the school grounds.

- Staff and students enter the school and remain indoors (in the event of medical event or animal on the school grounds)
- Students Return to class and close classroom doors and Remain until directed by the teacher or principal.
- Principal will call District Administration Office (250 992 8802)



EVACUATE

Used to move people out of the school when a hazard exists inside. May include floods, potential fire, or a bomb threat.

- Students and staff directed to exit school using the safest route
- Principal will call District Office (250 992 8802)
- Students and staff to assemble outside at a designated assembly site. Assembly site may be off school grounds at an alternate location.



HOLD AND SECURE

Used when there is a security concern, such as a police incident, in the neighborhood of the school.

- Principal/designate to announce "hold and secure," repeating several times
- Principal/designate to call District Administration Office (250 992 8802) to inform of Hold and Secure
- Lock exterior doors and close exterior windows, blinds
- Students and staff may be asked to minimize activity in hallway
- Put sign on front door advising visitors that school is in a Hold and Secure
- Normal duties may continue within the school
- Hold and secure will be lifted by an announcement from the principal/designate under direction of RCMP and school District



LOCKDOWN

Used to prevent intruders from entering occupied areas of the school, or in times when it is necessary to isolate students and staff from a danger outside or within the building.

- Principal/designate will announce "This is the Principal of _____, lockdown now," repeating several times
- Principal/designate will call 911 and the District Administration Office (250 992 8802) - only when/if it is safe to do so
- Students and staff gather in the nearest secure room
- Close and secure doors
- Turn off lights, close windows and blinds, get down behind heavy furniture or out of sight, stay quiet
- All students must turn off cellphones
- Do not respond to anyone at the door, and ignore dismissal bells
- Remain in lockdown until the room is cleared by authorities

SCHOOL DRILLS

All schools in the Quesnel School District practice important safety techniques to keep students and staff safe during emergencies



FIRE DRILLS
3 in spring, 3 in fall



EARTHQUAKE DRILLS
3 per year recommended



LOCKDOWN DRILLS
2 per year



EMERGENCY INFORMATION
In an emergency, call 911 and the District Administration Office at 250 992 8802



School Calendar 2025-2026

School District #28 Quesnel

401 North Star Rd. Quesnel, BC V2J 5K2 Phone: 250 992-8802 Fax: 250 992-7652

Website: www.sd28.bc.ca

AUGUST 2025						
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SEPTEMBER 2025						
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OCTOBER 2025						
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DECEMBER 2025						
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JANUARY 2026						
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MARCH 2026						
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MAY 2026						
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JUNE 2026						
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JULY 2026						
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AUGUST 2026						
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SEPTEMBER 2026						
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Sep 1: Labour Day
 Sep 2: School Planned Non-Instructional Day (no school for students)
 Sep 3: Back to school (1/2 day for students)
 Sep 30: National Day of Truth and Reconciliation
 Oct 13: Thanksgiving
 Oct 24: Provincial Pro-D (no school for students)
 Nov 5/6: Early Dismissal (to facilitate Parent Teacher Interviews)
 Nov 11: Remembrance Day
 Nov 28: District Planned Non-Instructional Day - Indigenous Focus (no school for students)
 Dec 22-Jan 2: Winter Break

Jan 5: Students back from Winter Break
 Jan 30: District Planned Non-Instructional Day (no school for students)
 Feb 16: BC Family Day
 Mar 16-27: Spring Break
 Apr 2: Good Friday
 Apr 6: Easter Monday
 Apr 24: Regional Pro-D (no school for students)
 May 18: Victoria Day
 Jun 1: School Planned Non-Instructional Day (no school for students)
 Jun 24: Last Day for students
 Jun 25: Administrative Day (no school for students)
 Jun 26: Summer Break begins

Professional, District, Ministry, Non Instructional Days - No School
 Statutory Holidays - No School

School Holidays - No School
 Early Dismissal