



Welcome to

SINCLAIR

SECONDARY SCHOOL





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ADMINISTRATION

Ms. A. Evanoff	Principal
Mr. R. Davidson	Vice Principal (A-K)
Mr. J. Cook	Vice Principal (L-Z)

GUIDANCE

905-666-5400 ext.242020

- Course Selections
- Career Pathways
- Co-op Opportunities
- Summer School, Night School
- Tutoring
- Scholarships
- Post-Secondary Schooling
- Questions about course selection and career pathways
- Community supports
- Access to Mental Health Supports

MAIN OFFICE

905-666-5400 ext.242014

- Update contact information
- Attendance
- Speak to a VP about your son or daughter

SPECIAL EDUCATION

905-666-5400 ext. 242059

- Academic Resource supports
- Special Education programming
- Special Education technology and equipment

DEPARTMENT HEADS

School Department Heads are teachers who provide leadership and guidance with curriculum and programming as well as mentoring.

ARTS	Adam Grenon
BUSINESS AND COMPUTERS	Kristie Lee
CANADIAN WORLD STUDIES	Dan Amenta
ENGLISH	George O'Toole
GUIDANCE & CO-OP	Dan MacDonald
LIBRARY & MODERNS	Mark McLaren
MATHEMATICS	Jody Fyfe
PHYSICAL EDUCATION	Luanne Fockler
SCIENCE	Brad Smith
SOCIAL SCIENCE	Stephanie Wade (interim)
SPECIAL EDUCATION	Lisa Wray
TECHNOLOGY	John Mackinnon (interim)

STUDENT WALKING ROUTE

For student safety, please only use paved sidewalks for travel and use. There are two main walking paths to Sinclair Secondary School. One via Taunton Road and one from Anderson Street. These have been marked with yellow lines on the image below.



Pedestrian safety is the responsibility of both the driver and the pedestrian. As a pedestrian, please review the following safety guidelines with your student:

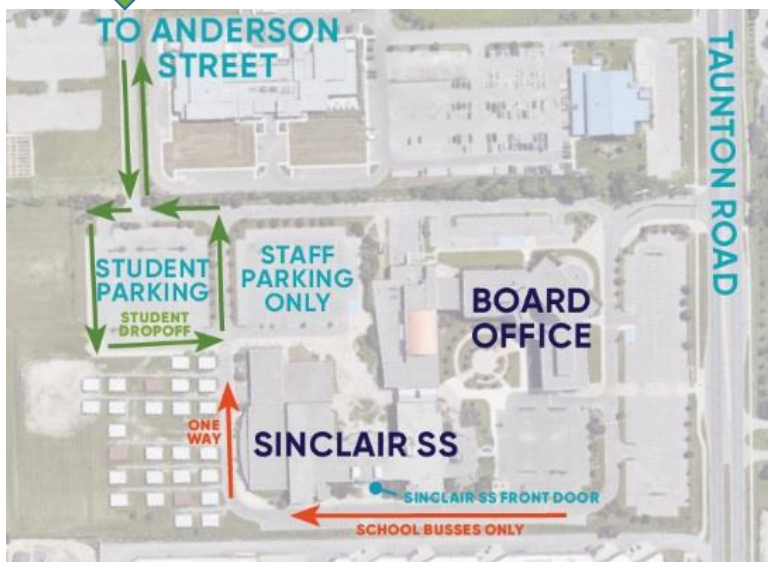
- Cross only at marked crosswalks or at traffic control signals, not in the middle of the block or between parked cars
- Make sure that drivers see you before you cross
- Cross only when traffic has come to a complete stop
- Watch for traffic turning at intersections or entering and leaving driveways
- Obey and follow all traffic signals and/or the crossing guard
- Never cross the street against a light, even if you don't see any traffic coming
- Walk your bike through intersections
- Text only when you are safely across a street

STUDENT DROP OFF AND STUDENT DRIVERS

The student drop off route is shown in green. For those students who are being dropped off at school, please remember to use the drop off zone at the back marked with green arrows.

For student and traffic safety, please do not stop in the bus stop area on Taunton Road or stop in front of the school entrance, which is for school busses only.

ENTER ↓



Bell Times Q1 & Q2

Entry Bell	9:55am
Period 1	10:00am – 12:30pm
Lunch	12:30pm – 1:30pm
Period 2	1:30pm – 4:00pm

Q1 *September 9, 2021- November 15, 2021*

Q2 *November 16, 2021- February 2, 2022*

YOUR CHILD'S ATTENDANCE AT SCHOOL EVERY DAY IS AN IMPORTANT PART OF THEIR ACHIEVEMENT.



REPORTING AN ABSENCE

Durham District School Board uses the online SchoolMessenger service for reporting absences.

You can report an absence by:

- Calling 1-844-350-2646
- Online or on your smartphone through the [SchoolMessenger app](#)

CREATE A SCHOOLMESSENGER ACCOUNT

To create your account, go to the [SchoolMessenger website](#);

1. Use the same email address we have on record for you (use the [Parent Portal](#) if you're not sure what contact information we have or to update it);
 2. Create a password; and
 3. Check your email and verify your account.
- If you have more than one child enrolled through the app, use the options menu to select which child. This menu is at the top of the screen (top left for the mobile app).
 - Do not share your login information with your children and keep your information protected.
 - If you don't want to create an online account, you can continue to call the number above.

TO REPORT YOUR CHILD'S ABSENCE YOU CAN CALL:

1-844-350-2646



Research shows that parent engagement plays an important role in your teen’s success in school and in their well-being.

Students are more likely to be motivated, have better social skills, and earn higher grades when their parents are engaged in their schooling.

Obtained from *What Parents Can Do to Help Their Teens Success*, A component of “*The Parent Took Kit*”, published by the Council of Ontario Directors of Education – 2012.

Be a Listener:

- Make the most of conversations you share
- Point your teen to someone you trust
- Talk about things that you both enjoy
- Agree to some ground rules
- Make communication a two-way street

Be Informed:

- Don't hesitate to connect with the school
- Tour the school's website, Twitter and School Info App
- Keep up with your teen's progress
- Build strong relationships with the school staff
- Attend school events
- Seek out your school community council (SCC)

Be a Mentor:

- Use everyday activities to promote your teen's self-reliance
- Plan extracurricular activities and part-time jobs together
- Help them learn when they don't succeed
- Reach out to other parents
- Adjust your approach as they mature

Be a Coach:

- Help teens express and communicate their feelings
- Talk to teens about bullying
- Suggest strategies to help them deal with stress
- Encourage healthy habits and behaviours

Be a Learner:

- Show an interest in their media favourites
- Try social media websites yourself
- Learn the rules of the digital highway together
- Suggest your teen check with their school's student services department (guidance) about online and e-learning courses

Be a Guide:

- Be proactive in talking to your teen about career choices
- Help your teen make connections between the things they love doing and potential future career planning
- Investigate the options for financing postsecondary options
- Ensure your teen has a method of tracking tests and assignment due dates

Q&A GUIDANCE AND COURSE SELECTION

How do I determine the appropriate level for my child's course?

It is important that you consider your child's work habits, study skills, and preferred pathway when choosing levels. Your child's report card is an excellent indicator of his/her levels. When in doubt, Sinclair SS recommends a 70% or higher without modifications in your child's grade 8 courses in order to be successful at the academic level. Students are not required to take all courses at the same level. Please consult your child's classroom teachers and request their input. If your child has an identification, the Special Education Resource Teacher (SERT) can assist with level selection. Students are able to switch levels during their high school career and bridging programs are available in post-secondary education.

Can my child start their community involvement hours before they start high school? Are there limitations for completing hours?

Students must complete 40 hours of community involvement as a graduation requirement. Students are able to start their hours in the summer before they begin high school. Community involvement must be completed in activities which truly benefit the community and will not be accepted if they are replacing work of an employee for a company. There are specific requirements regarding eligible activities, such as not volunteering for a parent/guardian. Please consult the community involvement hours sheet to see eligible activities and the DDSB website for additional details. If unsure if an activity qualifies then please discuss with your guidance department. Activities not specifically listed will need to have prior approval by the principal.

Are there any Specialist High Skills Majors (SHSM) courses available at Sinclair?

A Specialist High Skills Majors program let students focus on a career path that matches their skills and interests while meeting the requirements of the Ontario Secondary School Diploma (OSSD). Students receive the SHSM seal on their diploma when they:

- Complete a specific bundle of 8-10 courses in the student's selected field
- Earn valuable industry certifications including first aid and CPR qualifications
- Gain important skills on the job through cooperative education placements

**SHSM courses offered at Sinclair include
Business, Environment, Sport, Health & Wellness**

If my teen needs to change a course on their schedule, how do they do that?

They should contact their alpha guidance counsellor from the guidance department as soon as possible as all changes need to be made prior to the start of the course.

Are grade 9 students allowed to take grade 10 and 11 courses?

Grade 9 students are strongly encouraged to enroll in grade-level appropriate classes. The courses provide a strong foundation before moving onto classes at a higher grade level. Only under unique circumstances can a grade 9 student enroll in a grade 10 and/or 11 class.

How many French courses do students have to take throughout high school?

According to the Ministry of Education, a student requires 1 French course as part of their graduation requirement. Further courses in French are optional.

Do the classes that my teen takes in high school affect the chances of getting the job they want?

Each chosen pathway leads to a variety of destinations. Your teen should be choosing their grade 9 courses based on academic strengths and work habits. There are opportunities to change pathways throughout your teen's high school years based on their goals and chosen career paths.

COURSES AND STUDENT PROGRESS

How do I contact my teen's teachers if I need more information?

Communication between home and school is a key ingredient for success. You may contact the school and leave a voicemail message for your teacher(s) with contact information and they will get back to you to address any concerns or issues that you may have. Some teachers will use communications tools such as Remind 101. This information will usually be provided to your child on the course information sheet received in their classes on the first day.

What is the policy for being late and/or absent from classes?

If your child is absent from school you must contact the main office to inform them of your child's absence. If no phone call is made, the student will be marked "absent-unexcused". The automated phone system will contact the primary phone number on record to inform parents'/guardians' about the absence. This call is made twice per day. If your child is late they should report to the office to receive an admit slip so that they may proceed to class. After five (5) unexcused lates have occurred, your child will meet with their VP. Further consequences apply if the pattern of behaviour continues.

How are grades assigned for courses?

Students are assessed and evaluated throughout the semester based on two areas. Seventy percent (70%) is formative work which may include quizzes, small assignments and regular homework assignments. Thirty percent (30%) is obtained from summative assessments which may include performance tasks, test, independent study units, or final exams. A course outline is provided to students at the beginning of their courses that breaks down how the student will be evaluated.

How much homework should be expected each night?

Homework can vary depending on the course and course level. The Ministry of Education suggests that a grade nine student be completing ninety (90) minutes of regular review and homework each night. This excludes test preparation or work on larger projects and assignments.

What are the course fees?

Course fees are supplemental fees that are often needed for optional/elective courses. They are used to enhance experiential learning in the classroom. Please consult the course calendar as fees vary.

What does my child do if they do not understand a concept even after they have spoken to a teacher?

Students can access a variety of options when having difficulty in a course. Your teen can speak to the teacher directly for extra help outside of the classroom time, access guidance for peer-tutor options, contact outside agencies for tutoring or access online math help.



SCHOOL INFORMATION

Where can I go to access information about school events and important dates?

The school website is the best source for ongoing and up-to-date information about Sinclair Secondary School. www.ddsb.ca/school/sinclairss

What is the Grade 9 EQAO (Educations Quality and Accountability Office) Math test?

This is a standardized test that measures a student's competence in the mathematics curriculum at the Grade 9 level compared with other students across the province. The test runs two times per year and does not count towards graduation requirements. A portion of the mark may be used as part of the student's final grade.

What marks are required to play on a Sinclair S.S. sports team?

Sinclair S.S. encourages participation in extra-curricular activities. Although there is no specific average required for participation, each team may set their own academic and school conduct expectations for participation in that sport. Please contact the coach of a specific team if you have any questions.

ADDITIONAL RESOURCES FOR PARENTS AND TEENS

Centre for Addiction and Mental Health

<http://www.camh.ca>

Durham Regional Health Teens Can

<http://www.durham.ca/health.asp?nr=/departments/health/mentalhealth/teenscan/index.htm>

Frontenac Youth Services

<http://frontenacyouthservices.org/>

Kids Help Phone

1-800-668-6868

Online Homework Help for Help

Homeworkhelp.ilc.org

Durham Region Volunteering

<http://www.volunteerdurham.net/>



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Whitby, Ontario L1R 2K5

📞 905-666-5400

✉️ sinclairss@ddsb.ca

🖱️ www.ddsb.ca/school/sinclairss

🐦 @SinclairSec



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