



RICHMOND SECONDARY SCHOOL NEWSLETTER

HOME OF THE COLTS - ESTABLISHED IN 1927

Principal:	Ms. Anita Kwon	Address:	7171 Minoru Blvd, Richmond, BC, V6Y 1Z3
Vice Principals:	Ms. Adrienne Goulas & Mr. Lester Leung	Phone:	604-668-6400
PAC:	2 nd Wednesday at 6:30PM	Early Warning:	604-247-2658
Deputy Superintendent:	Mr. Rick Ryan	X & Instagram:	@richmondcolts
Trustee Liaison:	Ms. Donna Sargent	Website:	http://rhs.sd38.bc.ca

Principal's Message

Welcome to 2023-2024 Colts!

Welcome back Richmond Secondary students and families! I hope everyone has had an enjoyable and restful summer with time to re-energize as we begin the 2023-2024 school year. The Richmond Secondary staff is looking forward to welcoming you back to an excellent year of learning. We will do all we can to support our students as we strive to develop responsible, caring, reflective and resilient young people who are able to think and communicate effectively. Students remain the key partners in their learning and we encourage students to look ahead and set realistic, specific goals and develop an action plan to make their year successful – goals that include learning success and maintaining life balance. We urge all RHS families to stay connected to the school via our website and social media. This *Back to School newsletter* contains key information to help our students get off to a great start to the school year. We remind students and parents to follow us on X (formerly Twitter) and on Instagram, and to bookmark and to check the school website regularly! We look forward to welcoming students on Tuesday, September 5 and parents at our Meet the Teacher evening on Wednesday, September 20. Enjoy the rest of your summer and see you soon!

Thank you, *Anita Kwon*

First Day – Tuesday, September 5

All students will attend school on Tuesday, September 5 for an assembly and homeroom. While they will only attend for a short time, this is an important first day. Students will receive a copy of their timetable, their locker, the RHS student agenda booklet, the RHS wall calendar, and several forms to take home to be completed. Students are to bring a pen and are reminded to take these school forms home and return them to your homeroom teacher in the first week of school. We will start every day of the first week of school with a homeroom. Our first day schedule has grade 8-9-10-11 students going directly to the gym at their designated time listed below. Grade 12s will go directly to their homeroom class with the grade 12 assembly scheduled for Friday, September 8.

8:45 – 11:00 am	Grade 8 Welcome in gym followed by Assembly and Homeroom
10:30 – 11:30 am	Grade 9 Assembly in gym followed by Homeroom
11:30 – 12:30 pm	Grade 10 Assembly in gym followed by Homeroom
11:30 – 12:30 pm	Grade 11 IB Meeting in Multipurpose (Diploma and Course Students)
12:30 – 1:30 pm	Grade 11 Assembly in gym followed by Homeroom
1:00 – 2:00 pm	Grade 12 Homeroom

HOMEROOM LISTS WILL BE POSTED ON THE FRONT WINDOWS BY THE ART ROOM BY 4:00 PM ON SEPTEMBER 1. STUDENTS WILL ATTEND HOMEROOM EVERY DAY DURING THE FIRST WEEK. REGULAR CLASSES BEGIN AFTER HOMEROOM ON WEDNESDAY, SEPTEMBER 6 – ABCD.

“Home of the Colts”



School Schedule & Personal Learning Time (PLT)

At Richmond Secondary School we operate on a linear system which includes Personal Learning Time (PLT) and staff Collaboration Time. Students are enrolled in 8 classes from September to June, taking 4 classes on one day (Day 1) and the remaining 4 on the next day (Day 2), and alternating through the year following these bell schedules:

MONDAY+THURSDAY+FRIDAY

CLASS	TIME
Welcome Bell	8:25
Block A/E	8:30-9:50
Block B/F	10:00-11:20
Block C/G	11:30-12:50
Lunch	12:50-1:35
Block D/H	1:40-3:00

TUESDAY+WEDNESDAY

CLASS	TIME
PLT	8:30-9:30
Block A/E	9:35-10:40
Block B/F	10:50-11:55
Lunch	11:55-12:40
Block C/G	12:40-1:45
Block D/H	1:55-3:00

COLLABORATION DAY

CLASS	TIME
COLLAB TIME	8:30-9:30
Block A/E	9:35-10:40
Block B/F	10:50-11:55
Lunch	11:55-12:40
Block C/G	12:40-1:45
Block D/H	1:55-3:00

Personal Learning Time (PLT) is a period of instructional time each week set aside as “self-directed” time for students to learn with teacher support. PLT will take place every Tuesday and Wednesday from 8:30-9:30 AM. We will gradually implement PLT in September where the first couple of weeks of PLT are “training weeks”. Students get to choose what they will work on, but where they will work is assigned as follows:

First Week PLT

Tuesday Sept 12	Wednesday Sept 13
A block space 8:30-9:30	E block space 8:30-9:30

Second Week PLT

Tuesday Sept 19	Wednesday Sept 20
Any of your 8 classroom spaces (ABCD/EFGH) 8:30-9:30	Any of your 8 classroom spaces (ABCD/EFGH) 8:30-9:30

For the rest of the year, students will decide what they are going to do and where they are going to do it during their PLT sessions. Students will sign up in advance using **MyWeeklyPlanner**, and it is recommended that sign up be completed no later than the Monday before PLT days.

Each student will have an account to sign up at <https://rhs.myweeklyplanner.net/>

Collaboration Days

On 8 days this year, all RHS teachers and staff will engage in a variety of planning activities to strengthen the learning experiences for our students. This valuable ‘collaboration time’ will occur from 8:30-9:30 AM on designated days. While staff may not be available for direct support, students are welcome to work and study independently or in groups, or get some extra sleep on these days as first class begins at 9:35 AM. Collaboration Days are scheduled on: September 26, October 24, November 21, January 10, February 14, April 3, May 22, and June 18.



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Returning Late in September?

If you will NOT return to Richmond Secondary School in 2023-2024, please make sure our office staff is aware. Also, if you are returning to RHS but will arrive later than Wednesday, September 6, but on or before September 13, you must let the office know and complete a [NOTICE OF LATE RETURN](#) form or you risk losing your space at our school. **This is important** to ensure that we have a timetable for your child. Please note, we currently have a waiting list and current students arriving after September 8 may not have a place in our school. Thank you for your co-operation in helping to create a smooth start to the school year for all students and families.

Student Timetables

Students will receive their official timetable in homeroom on September 5. Not many changes are anticipated as returning grade 9-12 students had an opportunity to confirm their 2023-2024 timetable at the end of June. Since then, courses will not have changed but the order of the courses may have changed as we added and balanced classes. If students believe there is a mistake on their timetable, please complete a *Course Error Form* which they will receive in homeroom. Until a counsellor has reviewed the form, students are to attend the class printed on their schedule. Our counsellors will see students by appointment, however, early September is a very busy time and they may be unable to see you immediately – please be patient. Counsellors will contact you when an appointment has been arranged. Please note, due to a very full timetable, not all changes are possible. We will not make timetable changes to switch teachers or for the same classes in a different block order; however, if students have a missing course or they are placed in the wrong level of a course, changes will be made.

MyEducation BC Student and Parent Portal Accounts

All Richmond Secondary students and their parents/legal guardians are issued a MyEducation BC portal account which allows access to a student's schedule, transcript information, attendance, published report cards, and more. Accounts will be disabled for maintenance and will be active again in early September. For new families to RHS, accounts will be available by the end of September.

Grade 8 Mini-Camp – Thursday, September 21

We are looking forward to hosting **all of our youngest students** for our annual Grade 8 Mini-Camp on Thursday, September 21. All Grade 8s will participate in many learning and fun activities at school, travel to the Riverport Sports & Entertainment Complex by bus, enjoy two meals together, make some new friends, and get off to a great start at Richmond Secondary School. Grade 8s will arrive to school at 9:00 AM on September 21 and can be picked up at the school at 8:30 PM. The camp will be supervised by staff, including our principal and vice principals, and led by Grade 11 and 12 student leaders who have met several times to carefully plan every aspect of this event to ensure that it is welcoming, safe, and inclusive. **We want every Grade 8 student to participate!** If you haven't done so already, please complete page 3 of the registration package and return it with the \$50 payment by cheque (payable to Richmond Secondary School). Please contact teachers Ms. Li or Mr. Lin at the school if you have any questions. Welcome Grads of 2028! Read more on our website at: [Grade 8 Mini-Camp](#)



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School Supplies

We recommend that students wait until they have met with all of their teachers each before purchasing any of their school supplies and equipment. Students should bring a pen and a binder with paper for the first day of school, and are encouraged to re-use old binders and supplies.

RHS Student Agenda Books

Students will also receive a custom Richmond Secondary agenda booklet in homeroom in the first week of school. The RHS agenda contains daily and monthly calendars and the first 32 pages describe all of the important Richmond Secondary School expectations, our Code of Conduct, our RHS Learner Profile as well as descriptions of activities, events and opportunities. *In the age of cell phones, apps and digital calendars, we believe all students still benefit from using a hard copy journal or planner to write lists, notes, reminders and important due dates.* We encourage students and parents to read the opening 32 pages and for students to use their RHS agenda booklet daily. Successful students are well organized!

Lockers

All students will be assigned a locker with a Master brand combination lock on the first day of school. The locker is personal space for students to store their jacket, lunch, textbooks, binders, and school supplies; however, it is not a bank vault and students should not leave valuables (e.g. a laptop) in their lockers. It is always a good idea to keep your lock combination confidential, but write it down at home in a safe place. A helpful tip for Grade 8s is to practice opening a 3-number combination lock a few times in the days before school starts. Note, students will need to purchase a separate lock for use during their PHE class.

School & Grad Photographs

A crew of professional photographers from *Artona* will safely take student photos on Thursday, September 14. This photo will be used on the RHS student ID card and parents have the option to purchase additional photo packages directly from the photography company. Photo retake day will be on Friday, October 27. Formal **graduation photographs** will be scheduled by student-made appointments, in a mobile studio located at the school from February 25 – March 5. Every grad's photo will be used on the 2024 grad composite and Grade 12s will receive a miniature copy of the grad composite in June. Families have the option of ordering custom photos. Grads can book a time and find out more at: <https://artona.com>

2023-2024 Student Fees

All high schools in Richmond charge the same General School Fee. There may also be optional charges for field trips, teams, clubs, and graduation events. **Enrichment fees** may apply in a course in which a student wishes to undertake an optional project or use better materials that are beyond the core requirements of the course and which the student will retain. **Special Programs or trips** are offered as an optional alternative to regular courses and may charge fees. Examples include the IB Diploma Programme & IB Courses, PE Leadership and PE Fit for Life, etc.

General School Fee: **\$28.00**

All secondary schools in Richmond have standardized the costs of school fees. This fee helps offset the cost of the student agenda, student activities, special assemblies, athletics and events and communications such as the calendar and mail-outs to families.

Yearbook (Optional): **\$38.00**

Students may choose to purchase an RHS yearbook, which will be distributed in June 2023. Students must order and pay now so that we know how many yearbooks to produce. Please note, the vast majority of students enjoy and appreciate their yearbooks and there is a deadline to purchase a book.

Total: **\$66.00 or \$28.00 without a yearbook**

Grade 12 Grad 2024 Fees:

In addition to the General and Yearbook fees, we will offer several special Grade 12 events including the Boat Cruise, the Winter Formal, the Valedictory Ceremony, the Dinner & Dance prom, and the Dry After Grad. These are optional events, but are designed to be celebrations for all members of our graduating class each year. The exact costs will depend on how many grads attend, the venues, menus and activities selected, but all events will cost **approximately \$380**. Grade 12s will be invoiced as events are confirmed and are asked to pay as early as possible so that excellent events can be planned and organized!

Note: Optional school fees are cost recovery only. If your family is facing financial hardship, please contact your child's teacher, your child's counsellor, and our Business Assistant to discuss an alternate payment plan. If you have any questions regarding your fee statement, please contact our Business Assistant in the main office. All family information will remain confidential.

How to Pay School Fees:

Pay 2023-2024 student fees using School Cash Online at:

<https://richmondsd38.schoolcashonline.com/>

Or see the Business Assistant to process other forms of payment

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Student Information & Responsible Use of Technology Forms & Digital Citizenship at RHS

Please read and complete the **student information verification** and the **Use of Personal Information/Responsible Technology Use (SA-53)** forms that will be sent home on September 5. Please complete the forms in full and return them to the office. If your child has a serious allergy or medical condition, please contact the appropriate RHS counsellor to confidentially discuss the situation. Parents are invited to contact the school if they do not want their child's name or image included in the school media. Parents are also encouraged to read and discuss our "Digital Citizenship Expectations" with their teen: <https://rhs.sd38.bc.ca/students/digital-citizenship-expectations-rhs>

Stay Connected to RHS: Calendar – Website – Social Media - Email

We want all students, families, and members of our community to stay connected to Richmond Secondary School.

- A **wall calendar** will be provided to every student on the first day and this contains helpful school information and the key RHS dates such as Interim Report dates, Report Cards, and Parent-Teacher Conferences, etc.
- All families are urged to bookmark and regularly check the RHS website at <http://rhs.sd38.bc.ca/>. We update this site weekly and the calendar on the website will show any changes or added events for students and parents.
- Students and parents are also invited to follow the school on **X (formerly Twitter)** and **Instagram @richmondcolts**.
- It is very important that we have an **accurate email address for all parents**. Important communication such as report cards will be published online and parents must have an accurate email address registered with the school to access the **MyEducation BC Parent Portal**. Parents can contact the school office to update email information.

Follow the school on X (formerly Twitter) and Instagram, bookmark our Website, and check your email regularly. All links can be found at <https://rhs.sd38.bc.ca>.



Parents are Welcome at RHS

We believe in collaboration and a strong partnership with families. Parents are encouraged to participate in meetings and events whenever the opportunity presents itself. Our **PAC** is open to all parents and the first PAC meeting will be on **Wednesday, September 13**. Our **Meet the Teacher** night will be on **Wednesday, September 20**. This is an excellent opportunity to meet all of your teen's teachers and hear more about what they will be learning this year. We will host a **Grade 12 Parent Info Night** on **Wednesday, October 4**. This evening will be a chance for parents to learn more about grad requirements, post-secondary and scholarship processes as well as Grad 2024 events planned for the year.

Parking and Driving Reminders

All students are encouraged to walk or cycle to school as often as possible. If parents will drop-off or pick-up students, please drive carefully near the school. Student pick-ups are not permitted in the roundabout at the front of the school. Parents can park in the student lot off of the Minoru Boulevard entrance and have their child walk to the car. Do not park in staff parking areas and do not stop on Moffatt or Minoru as this causes traffic problems, is illegal and dangerous. **If you must drive your teen to school, avoid the traffic jam and drop them off before peak times and consider a pre-arranged area near the school and have them walk the rest of the way – the exercise is good for them!** Students who have their new driver or "N" license are to park in the designated student parking area – turn left into the first lot as you enter off of Minoru Boulevard. New drivers must follow **N** driving laws.



Visiting the School?

Visitors such as parents and legal guardians can request an appointment by calling the school office at 604-668-6400. All visitors must enter through the main entrance, and sign in and out at the school office. Please do not visit if you are feeling unwell.

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Safe and Healthy Teens

We encourage RHS students to adopt and live a healthy balanced life. Staying at home when feeling unwell, practicing good hand hygiene, and following coughing and sneezing etiquette have all become basic and necessary norms. Being organized and doing your best in your studies are important for your future, but so is maintaining life balance. Teen mental health is equally important. Staying connected with, sharing and listening to friends, members of a positive club or group, trusted adults and family are essential for mental well-being. Getting to bed at a reasonable hour is key as *sleep hygiene* is important. “All-nighters” are unhealthy and rarely necessary in a balanced life. Using a refillable water bottle and taking time to pack nutritious snacks are good ideas. Walking, boarding or cycling to school and exercising regularly are also keys to a healthier life. Maintaining personal hygiene as well as positive mental wellness, sleep, exercise and nutritional habits are the foundations to a balanced and healthy life – why not set some small, personal wellness goals for yourself this year?



All RHS Students are Encouraged to Get Involved!



Students who are connected to others in a club, group, or team have a greater sense of belonging and enjoy school more. We encourage all students to join something this year – tryout for a Colts team (e.g. if you like to run, the RHS cross-country team wants you in September!), join a club, volunteer to help at an event, attend Student Council meetings or simply participate in school events. These experiences help students have fun and make friends; grow as caring, capable, responsible people and as leaders; are important for post-secondary and scholarship applications; and make our school a better place! Fall sports will start in September, the TerryFox Run is on September 28 and our Clubs’ Day will be on Friday, September 29. Make this your best year yet! **#GoColts**

Upcoming Richmond Secondary School Dates

September 4	<i>Labour Day</i>	September 26	Collaboration Day
September 5	Homeroom & Grade 8-11 Assemblies	September 27	Grade 9 Yearbook Photos
September 6-8	Homeroom First All Week	September 28	Terry Fox Run
September 6	First Regular Day - ABCD	September 29	Clubs’ Day
September 8	Grade 12 Assembly & Lunch	September 29	Grad Boat Cruise
September 13	PAC at 6:30 PM	September 30	National Day for Truth & Reconciliation*
September 14	School Photo Day		Orange Shirt Day
September 18	IB 11 Orientation	October 2	Statutory Holiday (<i>Classes not in session</i>)
September 20	Meet the Teachers	October 4	Grade 12 Parent Info Night at 6:30 PM
September 21	Grade 8 Mini-Camp	October 5	World Teachers’ Day
September 22	Non-Instructional Day (<i>Classes not in session</i>)	October 5	Grade 10 Yearbook Photos

* **September 30th** is a federal statutory holiday called the **National Day for Truth and Reconciliation**. This year the holiday falls on a Saturday, so all schools in the Richmond School District will be closed on Monday, October 2, 2023.

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RHS LEARNERS ARE

RESILIENT

We have a growth mindset and accept that learning may involve set-backs and adversity. We are resourceful in the face of challenges and change. We approach uncertainty with determination. We are courageous and willing to be *risk-takers* and pursue new challenges.



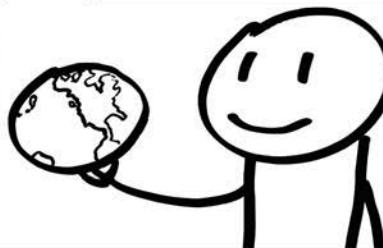
THINKERS

We use critical and creative thinking skills to consider and analyze problems and formulate responses. We are *knowledgeable, open-minded* and curious *inquirers* and able to research and consider different points of view. We evaluate information to make thoughtful decisions. We are innovative and can generate and develop ideas to change, adapt or create new solutions or interpretations.



RESPONSIBLE

We take responsibility for our choices, words and actions. We are *principled* and act with integrity and honesty. We have personal values and a sense of fairness and justice. We are members of local and global communities and have a widening sense of social and environmental responsibility.



CARING

As members of a diverse community, we demonstrate kindness, care and respect toward all others. We show empathy and compassion and respect the dignity and rights of all people. We strive to understand, welcome and include others.



REFLECTIVE

We are self-aware and understand our personal strengths and areas for growth. We are able to regulate our emotions and behaviour and strive to be *balanced, healthy* people. We are able to think about our learning and create plans for improvement.



COMMUNICATORS

We can collaborate, connect and engage with others to share and develop ideas. We listen actively to the perspectives of others. We are able to exchange information, experiences and ideas confidently. We can present information clearly and communicate effectively using a wide range of verbal, non-verbal and visual formats, including technologies.



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