



LAKE OF TWO MOUNTAINS HIGH SCHOOL

2105, rue Guy, Deux-Montagnes, Qc., J7R 1W6

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If this is a long distance call for you please dial

1 (866) 621-5600

Then enter the required extension

8300 - Mrs. Symons, Secretary

General office and Attendance

hsymons@swlauriersb.qc.ca

www.ltmhs.ca

LAKE OF TWO MOUNTAINS HIGH SCHOOL - EXTENSIONS

Christina Shousha, Principal	8310
Martin Lalancette, Guidance Counsellor	8317
Lucia De Fanti, Administrative Technician	8334
Lynda Davis, School Secretary	8315
Julie Bergeron, Student Supervisor	8331
Heather Symons, Secretary / Reception / Attendance	8300
Diane Fournier, Library	8326
Nektaria Sifakis, W.O.P.T. coordinator	8351



At LTMHS

We aim to provide a nurturing, supportive, and connected learning environment that will empower students with 21st century skills.

We believe that students learn best when they are **engaged, provided with authentic learning** experiences, and **prepared to succeed** in our complex, interconnected and ever-changing world.

We are wired to connect: to each other, to the community, to the environment, to the world.

Information for students

Lower your stress level by staying organized. Use this agenda to

1. Plan and organize your time on a daily, weekly, and monthly basis
2. Keep track of your homework and assignments
3. Set goals for yourself

Feel good when you do good. Follow these **Rules to Live by:**

1. Take full responsibility for your actions.
2. Be truthful and honest at all times. Especially be truthful and honest with yourself.
3. Give assistance and kindness wherever needed.
4. Show great respect for your fellow beings. Respect yourself.
5. Work together for the benefit of all humankind.
6. Treat the Earth and all that dwell thereon with respect.
7. Do what you know to be right, but be careful not to fall into self-righteousness.
8. Look after the well-being of mind and body.

Be part of our positive school culture. Respect these basic school rules:

(See Appendices A and B for detailed policies and consequences for disobeying the rules.)

1. Dress according to our decency code.
2. Keep the volume off and cell phone stored away during class time.
3. Remove your hat, hoodie, cap, or tuque when you are in the building.
4. Clean up after yourself in the cafeteria and in the classroom.
5. Energy drinks are not permitted on school grounds.
6. Smoking, vaping, alcohol or drug use is not permitted on school grounds.
7. Speak to others with respect and decency at all times. Avoid swearing, foul language and other negative behaviour that is considered inappropriate, aggressive, abusive, or violent.
8. Never leave class or school grounds without permission.

Every person in this school or on school grounds is deserving of courtesy and respect. This includes students, teachers, substitute teachers, supervisors, attendants, administrators, parents, visitors, and all other staff members.

No student will be allowed to disrupt classes or otherwise interfere with another student's right to an education.

You are expected to comply promptly and without argument to any requests or directives made by school authorities.

Failure to comply with these rules will result in a discipline referral to administration.



There is zero-tolerance for any physical violence, threat of violence, weapons, or other dangerous activity.

In the case of negligence or willful damage or vandalism of any sort, students will be held responsible and will be required to pay for the costs of repair or replacement.

Cell phones and other electronic devices can be confiscated by staff members at any time. They may be passed on to the office should you be misusing them or ignoring requests to comply and act responsibly.

Report any locker issues to the student supervisor immediately. Do not change lockers without permission from the student supervisor.

Store your coat, boots, extra clothes, backpack, food, and school materials in your locker at all times of the day. Take only the necessary books, notes, and tools to each class.

Never share your locker combination or account information & passwords with other students.

The school is not responsible for items lost, stolen or damaged. Be sure to check the lost and found box for anything misplaced.

Come prepared for class with all the proper materials and your charged Chromebook every day.

Water bottles are permitted and encouraged.

Cheating or plagiarism of any sort will be recorded and dealt with accordingly.

Information for parents and students

Attendance and arrival on time at school is mandatory.

Absences must be signalled by emailing or calling the general office as soon as possible.

Late arrivals without justification will result in lunch detention for the student.

In all cases of absences, it is the responsibility of the student and their parents to keep schoolwork up-to-date.

A student must sign-out at the general office if leaving school early. **Parental notification is required before a student is permitted to leave.** Any unjustified absence will be considered “skipping” school.

Students in Secondary 1 & 2 are **not** permitted to leave school grounds during the school day.

Student drop-off is to take place in the parking lot on the east side of the building. **NO** family vehicles are allowed to enter the bus lanes during drop-off or pick-up times of the day.

Electronic devices permitted in class are limited to the use of a Chromebook, computer, or tablet. **Cell phones should be stored away during class time.** External speakers are not to be used in the building.

Parents & students should refrain from texting each other during class time.

Students are responsible for all items on loan to them throughout the year including the Chromebook and charger, textbooks, library books, classroom novels, etc. Any loss or damage to these items that render them unusable will require parents to pay for the costs of repair or replacement.

In the case of discipline referrals to the office, parents will be notified by email or by phone call as soon as possible.

*Please refer to our **Acceptable Use Policy** on the school website for information about the use of **Chromebooks and Google accounts at school.***

Please refer to the school website for a more detailed account of school policies and procedures.



APPENDIX A

Student Appearance

Here is a list of items that must be avoided at school in order to appear decently dressed:

- Skirts, skorts, or shorts that are too short (higher than mid-thigh)
- Tube, backless, halter, and crop tops
- Spaghetti strap camisoles
- Visible cleavage
- Undershirt styled tops (singlets or jerseys)
- Bare midriff and bare navel
- Transparent or see-through clothing
- Overly distressed jeans or leggings
- Vulgarity, racial or political slurs, drugs, sex, alcohol, profanity or anything viewed as offensive
- Bandanas

Physical Education & Health (PEH) class requires the following dress:

- A grey or black t-shirt with LTMHS logo
- Black shorts, leggings or track pants
- Athletic socks and shoes
- Protective sports goggles

APPENDIX B

Consequences for not following the decency dress code include (but are not limited to):

- Student may be sent home to change and return in proper dress
- Student's parents may be asked to drop off appropriate clothing
- Student may not be allowed to participate in activities
- Student may be suspended after repeated violations

Consequences for non-compliance, misbehaviour, damage to others or school property include:

- Rational discussion
- Isolation
- Detention
- Community service
- Parental contact
- In-school suspension
- Suspension
- Paying for damages

Students who repeat negative behaviour will be referred to administration and parents notified.

Reasons for suspension include (but are not limited to):

- Skipping a detention given by administration
- Leaving school grounds without permission
- Smoking or vaping on school property
- Drug or alcohol use at school (in the case of distribution police will be notified)
- Bringing anything that could be considered a weapon
- Repeated inappropriate behaviour that causes interference with other students' right to an education
- Threatening or abusive language, swearing at staff members

APPENDIX C

BELL SCHEDULE	
Warning Bell	7:50
Period 1	07:53 - 09:08
Recess	09:08 - 09:28
Period 2	09:32 - 10:47
Period 3	10:50 - 12:06
Lunch	12:06 - 12:56
Period 4	13:00 - 14:15