

A.V.P.A. PROGRAM

(Revised: January, 1997)

GUIDELINES

I. ELIGIBILITY FOR ACCEPTANCE TO THE AVPA PROGRAM

- A. Any person who is a member of:
1. a provincial or national team, recognized by an accrediting body, or;
 2. a performing company or troupe that is a recognized provincial or national institution, or;
 3. a professional team, company, troupe or cast is eligible for acceptance into the AVPA Program if participation in the activity:
 - is on a rigorous schedule that will have an impact upon academic performance, or;
 - will affect regular attendance, or;
 - occurs during school hours, or;
 - requires absence from school in blocks of time.
- B. Any person who is involved in an athletic or visual and performing arts program, other than school-based activities, which can be demonstrated to lead to involvement in a provincial or national program that would produce eligibility under Section I, and which requires involvement of at least 25 hours per week every week during at least 4 months of a semester or 8 months of a year is eligible for acceptance into this program.
- C. Any person who is involved in an athletic or visual and performing arts program of studies or training, other than school-based activities, which requires involvement of at least 25 hours per week every week during at least 4 months of a semester or 8 months of a year, and which requires absences from school for performances or competitions is eligible for acceptance into this program.

II. LEVELS OF BENEFITS

- A. The levels of benefits in the program shall be:
1. Level Three (Consideration), which includes notification of the students' teachers by the coordinator, modification of assignments and/or extension of deadlines for submitting assignments, extension of the date a test is written, and any other consideration that is reasonable, to assist a student who is absent or who is undergoing intense involvement for a specific period of time. Also, the Coordinator of the program will be available to assist the student with any problems arising from involvement in this program. Level Two (Consideration and Waiver of Physical Education), which includes the benefits of Level Three and a waiver of physical education classes for junior students. The student will be expected to

enrol in another course to replace P.E. No letter grade will be assigned for P.E. but completion of the requirements will be noted.

3. Level One (Consideration and Waiver and/or a Spare), which includes the benefits of Levels Three and Two but includes no requirement for a junior student to take another course to compensate for P.E. This is granted only to a student accepted under Section I, and only when the student's involvement is of an exceptional nature and/or requires the student to practice or rehearse during school hours. A senior student will be admitted to Level One for the same reasons as a junior student, and will be allowed to have a reduced schedule. Credit for Sport 11 and/or Sport 12 may be granted.

III. ELIGIBILITY FOR LEVEL OF BENEFITS

- A. All students are accepted into the program at Level Three.
- B. Junior students accepted under Section IA are eligible for Level Two. Junior students accepted under Sections I.B and I.C are eligible for Level Two when it can be demonstrated that waiving physical education classes is in the best interest of the student and that the student's activities compensate for the loss of P.E.
- C. Only students admitted under Section I.A are eligible for Level One.

IV. APPLICATION FOR ADMITTANCE

- A. Applicants must be submitted to the Coordinator of the AVPA Program. Applications should be submitted in the spring to allow for timetabling, but may be submitted as circumstances warrant.
- B. Applications must be made on the AVPA Application Form.
- C. New applicants must submit letters of reference on letterhead verifying their level of performance and identifying the organization and its accrediting body and including any other information, such as hours spent teaching.
- D. Participants must renew annually but require only a letter verifying continuation of the previous levels of involvement in years subsequent to their initial acceptance.
- E. Applicants who wish to change the criteria under which they are accepted into the program must submit a new AVPA Application Form and other documentation.

- F. An application will not be processed until the applicant has met with the Coordinator to discuss the AVPA program and the expectations, responsibilities and benefits that arise from participation in the program.
- G. Students will be notified of the results of their application by the Coordinator in writing.

V. RESPONSIBILITIES OF THE PARTICIPANTS

A. Notification of Teachers

1. Participants should introduce themselves to their teachers at the beginning of a course.
2. Participants must notify their teachers of any absences and must request extensions prior to the absence or due date or test date.

B. Behaviour

1. Participants' behaviour should be exemplary both in class and around the school. Participants must be acceptable to each subject teacher and to other teachers, administrator, aides, custodians, secretaries and other staff in and around the school.
2. Participants are expected to attend classes regularly and not to miss classes without a legitimate excuse.
3. Participants are expected to arrive at classes on time.
4. Participants are expected to abide by all other school rules and policies.

VI. DISCIPLINARY ACTIONS

- A. Any student who does not notify a teacher in advance of an absence or necessary extension in accordance with V.A.2, shall accept any consequences that arise for any other student failing to meet deadlines in that class.
- B. A student who fails to comply with V.A.2 on a second occasion shall be required to meet with the Coordinator to discuss the complaints and shall be notified by the coordinator of the future consequences and shall be placed on probation.
- C. A student who fails to comply with V.A.2 on a third occasion shall be dismissed from the program.
- D. A student whose behaviour, absence or tardiness is unacceptable to a teacher shall be required to meet with the coordinator and shall be notified by the Coordinator of the complaint and of future consequences.
- E. A student whose behaviour, absence or tardiness elicits a second complaint, from either the first teacher-complainant or another teacher, shall be dismissed from the program.

- F. Any student who abuses the program by falsifying absences or the need for extensions, shall be dismissed from the program.
- G. Any student whose status under Section I.A changes, and who fails to notify the Coordinator immediately, shall be dismissed from the program.
- H. Any student who falsifies an application shall be dismissed from the program.
- I. Any student dismissed under sub-sections E, F, G, or H may not reapply for the program.
- J. Any student dismissed under sub-section C may reapply for the program, but the student's conduct shall be a major factor in the decision whether to allow the student to participate in the program.

VII. APPEALS

- A. Any student may appeal a decision of the coordinator to the AVPA Committee, c/o the Principal, Burnaby Central Secondary School:
 - 1. in writing, outlining the reasons for the appeal;
 - 2. within ten days of notification of the decisionand shall attend a meeting with the Committee within seven days of receipt of the letter of appeal.
- B. Any student who fails to appeal a decision in conformity with sub-section A shall have the appeal denied.
- C. The principal shall, within three days of receipt of an appeal, set a date for a meeting with the appellant and the Committee, to occur within seven days of the receipt of the appeal, and shall notify the appellant.
- D. The Committee shall be comprised of the Principal, who shall act as Chairperson, the Counselling Department Head, and the Chairperson of the Staff Committee.