

## **School Graduation Policy**

### **Policy 5330**

**13/12/94**

**Revision Date: May 30, 2017**

**January 19, 2021**

**November 22, 2022**

**February 7, 2023**

The Board of Education believes that a formal school graduation ceremony is a significant and important occasion recognizing the achievements of this district's Grade 12 students. The Board wishes to give special recognition to those students who have demonstrated a commitment to their studies throughout the school year to earn graduation status. To ensure decorum befitting the occasion and a safe and familiar environment for Students, the formal graduation ceremony and related awards will be bestowed to graduating students at the school where these were earned.

The Fort Nelson Secondary School graduation ceremonies shall be held near or at the end of the regular grade 12 school year. It is the belief of the Board that this choice of date will significantly enhance the likelihood of students achieving Ministry of Education graduation requirements.

#### **Guidelines**

1. To receive special recognition, students must be deemed eligible by the school administration to receive a Dogwood Diploma, an Adult Dogwood Diploma, or an Evergreen Certificate.

A Dogwood Diploma is awarded to students who successfully complete the provincial graduation requirements.

An Adult Dogwood Diploma is awarded to students who are 18 years of age or older who have taken prescribed courses in order to complete high school and obtain their adult high school diploma.

An Evergreen Certificate is used to recognize the accomplishments of students with special needs and an Individual Education Plan (IEP), who have met the goals of their educational program.

2. For students to receive special recognition, they must:
  - 2.1 be enrolled with an appropriate course load which will satisfy Ministry graduation requirements.
  - 2.2 have successfully completed each course that they are using to meet graduation requirements, before the end of the school year. Students enrolled in correspondence courses must have a reasonable expectation to complete and pass each course as assessed by the school administration.
  - 2.3 Notification of all those who will receive special recognition will be made on or before May 31st. Notwithstanding the above, a final list will be distributed five (5) days prior to the commencement of school based final exams.

- 2.3.1 Notification at Toad River School will be made thirty (30) days prior to the date of the graduation ceremony.
- 2.4 Students who have not satisfied Ministry graduation requirements by the graduation date will not be eligible for special recognition.
- 2.5 Any student who is not eligible, or who has lost the privilege of receiving special recognition, shall be advised immediately of their right to appeal the decision to the Board or delegate.
- 3. Special recognition for students meeting Ministry Graduation Requirements will be in the form of a Graduation Ceremony.
  - 3.1 The School District and its staff hold the responsibility of arranging the formal Graduation Ceremony and Scholarships.
  - 3.2 The School District will conduct the Graduation Ceremony, the awarding of diplomas, and special recognition either in person or virtually (e.g. electronically).
  - 3.3 The Fort Nelson Secondary School Graduation Ceremony is to be held in the Fort Nelson Secondary School with the exception of when the Board is notified by the school administrator at the end of January that the Grad Class is too large for the school to accommodate graduating students and their guests. Graduates from the Toad River School have the option of a Graduation Ceremony at their own school, or joining the Fort Nelson Secondary School's Ceremony
  - 3.4 All School District functions are to be tobacco (including e-cigarettes/vaping), drug, and alcohol free.