



**INSTITUT COLLÉGIAL
VINCENT MASSEY
COLLEGIATE**

EAL STUDENT HANDBOOK





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Welcome Message



Welcome to Vincent Massey Collegiate! We are so happy that you are here.

At Vincent Massey Collegiate, you will meet many students from different backgrounds, many of whom are newcomers like yourself. At Vincent Massey Collegiate, we want to help you to feel comfortable in your new school and to help you to be successful. It will take time for you to understand how everything here works. Try to be patient with yourself and know that many of our students have also been through a similar experience. You are always welcome to ask questions, if there is something you don't understand.

We understand that the routines of our classrooms and how we teach and learn may be different than what you are used to. Each course has a curriculum that is set by the government of Manitoba. The curriculum is a list of what each student should learn in the course. Inquiry and group work are often used in Manitoba. Teachers must follow the curriculum, but teachers also each have their own "style" and way of teaching.

Vincent Massey includes a foods lab, woodworking shop, drama theatre, fitness centre, a newly renovated library and a state-of-the-art video production and graphics studio. WIFI access is readily available to all students.





Calendar

Our school year is divided into 2 semesters.

Semester 1: September– January

Semester 2: February– June

Most classes last for one semester. Some classes have an exam at the end of the semester.

Timetable

Our school day is made up of 5 periods. Each period is an individual course with a different teacher. Attendance is taken in each class. Some classes run outside the timetable either before or after school or during lunch. Classes are 70 minutes long. There are no breaks between classes. Students are expected to be seated and ready to learn at the start of each class.

Period 1	8:30 AM – 9:40 AM
Period 2	9:40 AM – 10:50 AM
Period 3	10:50 AM – 12:00 PM
LUNCH	12:00 PM – 1:10 PM
Period 4	1:10 PM – 2:20 PM
Period 5	2:20 PM – 3:30 PM

Meet our EAL TEAM



Mrs. Bailey EAL Teacher / Advisor (Room 122)

☎ 204-453-8023 ext. 77232
🌐 ashbailey@pembinatrails.ca

Mrs. Suffield EAL Guidance Counsellor

☎ 204-453-8023 ext. 77253
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Mr. Brown EAL Classroom Teacher (Room 232)

☎ 204-453-8023
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Mr. Herpai EAL Teacher (Room 232)

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What we do

- Assess English language level
- Help students choose appropriate courses
- Support path to graduation
- Communicate with families
- Support the transition to Vincent Massey Collegiate (VMC)

Student Responsibilities

- Our school has bells. You are expected to listen to the bells and to get to class on time.
- Students at VMC are responsible for their own learning.
- You have to do the homework and assignments each day.
- The teacher will give you due dates. It is your responsibility to get your work done on time.
- Your daily work matters just as much as your tests and exams.
- You will get marks for your assignments AND your tests and exams.
- If you are absent from a class, it is your responsibility to talk to your teacher(s) and complete the work that you missed.
- We expect each student to do their own work. Students who copy the work of others, either from another student or from a book or the Internet will receive a 0 %.

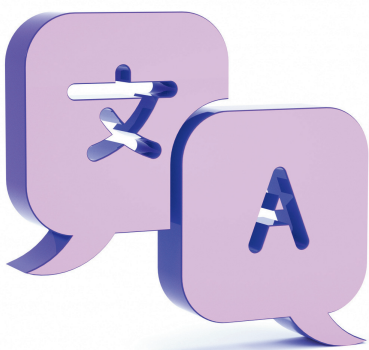


Translators and AI

Your teachers expect you to do your work without using translators or AI because it helps you learn better.

When students only use translators or AI, they miss out on the opportunity to practice and improve their own language abilities, including vocabulary, grammar, and critical thinking. It's like using a cheat sheet instead of learning the material yourself.

Also, these tools might not always give you the right answers. By doing your work without them, you become better at English and learn more effectively.



School Supplies



Students should bring the following supplies with them to school:

- Backpack
- Binder and lined loose leaf paper
- Pens or Pencils
- Eraser
- Water bottle
- Indoor Runners
- Clothing to change into for gym (shorts, T-shirt, sweats, etc.)

Lockers

All students will be given a locker by the office to store their books, belongings, jackets, etc. Each locker already has a combination lock and sometimes you must share the locker with another student. Students have to use the lock given by the school. Students should not share their locker combination with others. Valuables should not be left in your locker.

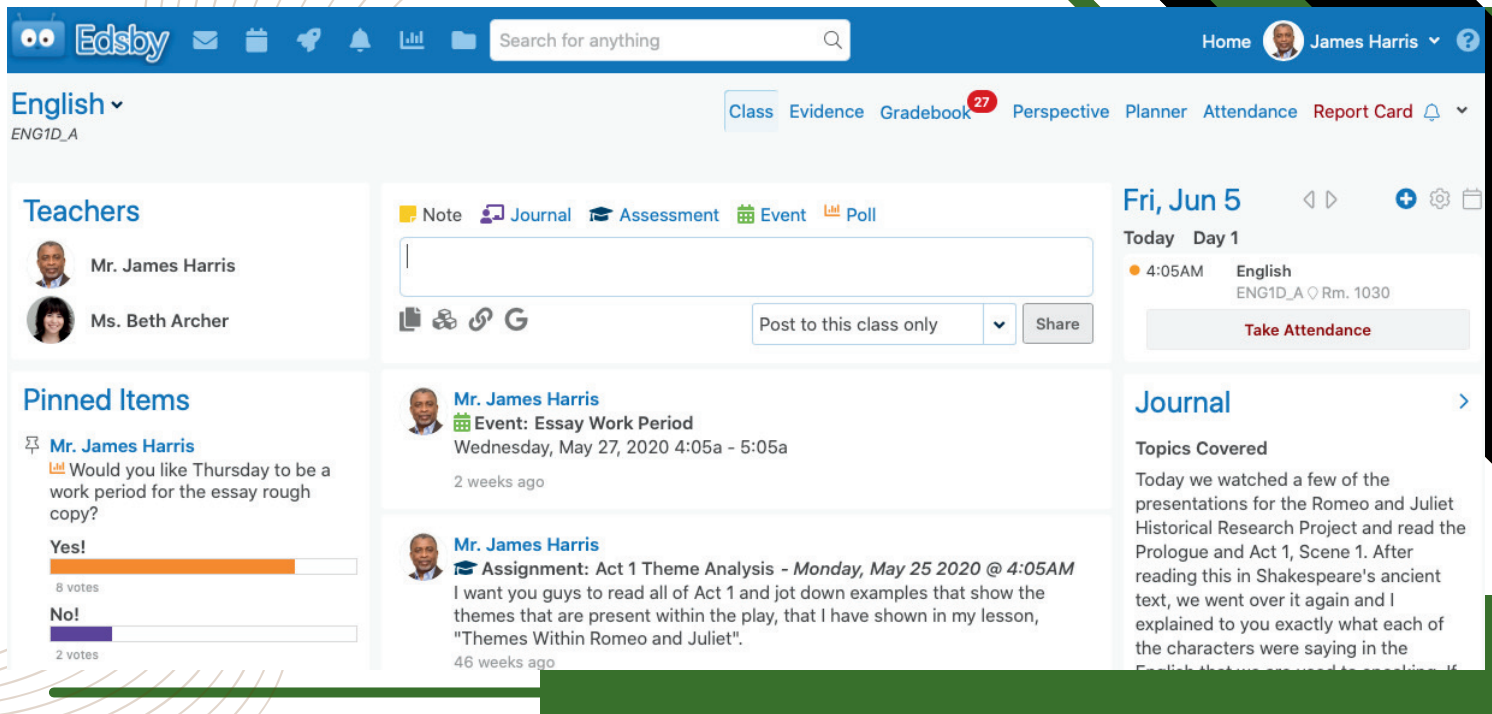


GETTING TO SCHOOL

There are no school buses for high school students in Winnipeg. You will need to find a way to school on your own. If you live too far away from the school to walk and cannot drive or get dropped off, you can take public transportation. Public transportation in Winnipeg is called Transit.

- Bus passes, and tickets can be purchased at many stores such as *Shoppers Drug Mart* or *7-11*.
- Go to winnipegtransit.com/en/navigo to plan out your bus route.

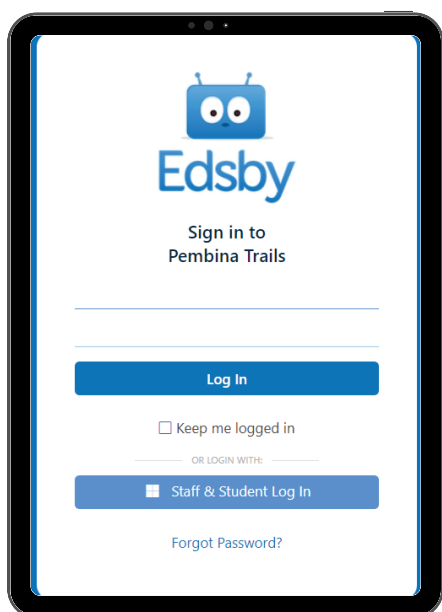




EDSBY

Edsby puts all the important school information onto a single platform. Edsby lets you view attendance, assignments, course work, parent-teacher interviews, school communication, and report cards. There is a desktop version and an app version on smartphones. Edsby is also available in many different languages. Both **students and parents** can access Edsby. Parents will receive an email from the school to set up an account. Please check both your inbox and junk mail folder.

Log In



Every student at Vincent Massey Collegiate will be given a login name and password. You can use this to log in to EDSBY and any computer in the building. You can also use it to log into any Microsoft app on a smartphone.

In general, your login will be a username based on the first letter of your first name, followed by your last name. Example: if your name is Mohammad Amin, your username would likely be MAMin.

If you ever forget your password, you can go to the library's desk and ask them to reset it.

Getting Help

In Canada, you might find that you may have to work harder than you have ever worked before in school. You will be learning English, new content, and a new culture all at once. You will need to ask for help when you don't understand something. This is totally O.K., and even expected!



- Talk to your classroom teacher and ask for help.
- Peer tutoring is available for free.
- Go for extra help. Math tutoring with an EA is available at lunch in room 102 for free.
- Talk to your EAL resource teacher or school counsellor.
- Connect with other students and form a study group.

Attendance

If you are sick or need to be away from school, your parent/guardian must tell the school. Your parent/guardian should use Edsby let the school know that you will be away.

Students under 18 are NOT allowed to report their own absences. If an absence is not excused, the teacher will think you are skipping the class. If you skip too many classes, you may be withdrawn from the course. Attendance is a very important part of your success in school! If you miss a class, it is YOUR responsibility to see the teacher(s) and complete any missed work.

Report Cards

How often will I get a report card?

Most courses at Vincent Massey Collegiate last only one semester. You will get two report cards per semester. One report card in the middle of the semester and one at the end of the semester.

What is a passing grade?

In Manitoba schools, students are given a grade out of 100%. A passing grade is 50%. You must earn at least 50% to get a credit for the course.

How do I learn marks towards my final grade?

Each course is different. Your teacher will explain what you must do to earn marks for their course. Usually, it will include in and out-of-class assignments, projects, quizzes and tests.

What do the marks mean on my report card?

- 80% to 100% You understand the information of the course very well.
- 70% to 79% You understand the information of the course well.
- 60% to 69% You understand some course information.
- 50% to 59% You understand a limited amount of the course information.
- Below 50% You have not shown enough learning to earn credit for the course.

Students with a final grade of less than 50% are not granted course credit and must repeat the course at the same level if it is a credit they need for graduation.





GRADUATION AND CREDITS

You will need a total of 30 credits to graduate. Students are required to complete a combination of required courses (must take) and optional courses (your choice). There are specific requirements in addition to graduation requirements depending on post-secondary studies. When choosing courses, it is very important that students consider what they would like to do after high school. This is especially true for Math and Science options. If a student wishes to go into a certain program at a university or college, specific high school courses may be required.

Credits from other schools

In Canadian high schools, students earn credits for each course. Students need a minimum of 30 credits to graduate from any Manitoba High School with a regular English Diploma. Some credits (17) are compulsory/mandatory, meaning you **MUST** take them. Some credits (13) are elective/optional, meaning you can choose the courses based on your interests. Many of our newcomer students arrive in the middle (or end) of their high school year. If this is your case, you may be assigned to a certain number of “out of province” credits, to account for some of the schooling you have already done in your home country.

Special Language Credit Exams

You can earn up to 4 high school credits for your first language. The Special Language Exams are held once per year usually in December.

- The exams are taken at a different school in the evening or on the weekend.
- Listen for announcements for dates and deadlines
- You must apply to write these exams. Paperwork must be completed and handed in ahead of time in September.
- There is a fee of approximately \$75



REQUIRED COURSES

17 Compulsory Credits				
For a full explanation of course codes see www.edu.gov.mb.ca/k12/mychild/common_questions_9to12.html				
Subject Areas	5 Compulsory Credits Grade 9	5 Compulsory Credits Grade 10	4 Compulsory Credits Grade 11	3 Compulsory Credits Grade 12
English Language Arts	English Language Arts 10F/E/M	English Language Arts 20F/E/M	One of the following: ■ ELA: Comprehensive Focus 30S/E/M ■ ELA: Literary Focus 30S/E/M ■ ELA: Transactional Focus 30S/E/M	One of the following: ■ ELA: Comprehensive Focus 40S/E/M ■ ELA: Language and Technical Communication 40S/E/M ■ ELA: Literary Focus 40S/E/M ■ ELA: Transactional Focus 40S/E/M
Mathematics	Mathematics 10F/E/M	One of the following: ■ Essential Mathematics 20S/E/M ■ Essential Mathematics I 25S/E/M and Essential Mathematics II 25S/E/M ■ Introduction to Applied and Pre-Calculus Mathematics 20S/E/M	One of the following: ■ Applied Mathematics 30S/E/M ■ Essential Mathematics 30S/E/M ■ Essential Mathematics III 35S/E/M and Essential Mathematics IV 35S/E/M ■ Pre-Calculus Mathematics 30S/E/M	One of the following: ■ Applied Mathematics 40S/E/M ■ Essential Mathematics 40S/E/M ■ Essential Mathematics V 45S/E/M and Essential Mathematics VI 45S/E/M ■ Pre-Calculus Mathematics 40S/E/M
Physical Education/Health Education	Physical Education/Health Education 10F/E/M	Physical Education/Health Education 20F/E/M	Physical Education/Health Education 30F/E/M	Physical Education/Health Education 40F/E/M
Social Studies	Canada in the Contemporary World 10F/E/M	Geographic Issues of the 21st Century 20F/E/M	History of Canada 30F/E/M	
Science	Science 10F/E/M	Science 20F/E/M		

Understanding Course Codes

All course codes are established by the school division and linked to Manitoba Education course codes

First character: Indicates the course level: 1 for Gr. 9; 2 for Gr 10; 3 for Gr 11; 4 for Gr 12.

Second character:

E English as an Additional Language courses

F Foundation compulsory courses required for graduation

G General education for all students

H Honours course

M Modified curriculum for students who meet specific needs

S Specialized learning experiences focused on a specific skill and content

U University based courses that provide dual-credit between high school and University of Winnipeg



Course List

Vincent Massey offers a wide selection of required courses and options, and each student is encouraged to choose a personal program of study. This program should allow the student to develop individual abilities and skills, explore interests, prepare for future goals, and gain insights into self-understanding.

In addition to the traditional academic courses, our students have the opportunity to enroll in programs such as English as an Additional Language, Music, Performing Arts, Visual Arts, Leadership, Languages, Life/Work Planning, Video Production, Advanced Placement and various technical programs at *Manitoba Institute of Trades and Technology*. Our commitment to nurturing the potential for growth in all students extends beyond the classroom.



Grade 9

Courses

- ART VISUAL 10S
- ART: INDIGENOUS 10S
- BAND 10S /15S
- BAND: JAZZ 10S
- BUSINESS INNOVATIONS 10S
- CHORAL 10S / 15S
- DIGITAL PHOTOGRAPHY 10S
- DRAMA 10S
- EAL LITERACY STAGE 1
- ENGLISH LANGUAGE ARTS 10E
- ENGLISH LANGUAGE ARTS 10F
- FRENCH: COMMUNICATION AND CULTURE 10F
- FAMILY STUDIES 15S
- FOOD AND NUTRITION 15S
- GRAPHIC COMMUNICATION TECHNOLOGY 20S (Grade 9 and 10)
- IMPROVISATIONAL THEATRE 10S
- LIFE/WORK EXPLORATION 10S
- MATH 10F
- MATH: TRANSITIONAL 10F
- MUSICAL THEATRE 10S
- PHYSICAL EDUCATION/HEALTH 10F
- SCIENCE 10E
- SCIENCE 10F
- SOCIAL STUDIES 10F
- SPANISH 10F
- THINKING AND LEARNING 10F
- VIDEO PRODUCTION 10S
- VOCAL ENSEMBLE (CHAMBER CHOIR) 10S
- WOODWORK TECHNOLOGY 10S



Grade 10 Courses

- ART VISUAL 20S
- ART: INDIGENOUS 20S
- BAND 20S /25S
- BAND: JAZZ 20S
- CHORAL 20S / 25S
- COMPUTER SCIENCE 20S
- CREATIVE PROMOTIONS 20S
- DIGITAL PHOTOGRAPHY 20S
- DRAMA 20S
- EAL LITERACY STAGE 2
- ENGLISH LANGUAGE ARTS 20E
- ENGLISH LANGUAGE ARTS 20F
- FRENCH: COMMUNICATION AND CULTURE 20F
- FAMILY STUDIES 25S
- FOOD AND NUTRITION 25S
- GEO ISSUES 21ST CENTURY 20E
- GEO ISSUES 21ST CENTURY 20F
- GRAPHIC COMMUNICATION TECHNOLOGY 20S
- GUITAR 20S
- HISTORY: AMERICAN 20G
- IMPROVISATIONAL THEATRE 20S
- LIFE/WORK PLANNING 20S
- MATH: ESSENTIALS 20S
- MATH: INTRO APPLIED PRE-CALCULUS 20S
- MUSICAL THEATRE 20S
- PERSONAL FINANCE 20S
- PHYSICAL EDUCATION/HEALTH 20F
- PRINT MEDIA 20S (YEARBOOK)
- SCIENCE 20E
- SCIENCE 20F
- SPANISH 20F
- VOCAL ENSEMBLE (CHAMBER CHOIR) 20S
- VIDEO PRODUCTION 20S
- WOODWORK TECHNOLOGY 20S



Grade 11 Courses

- ACCOUNTING ESSENTIALS 30S
- ANTHROPOLOGY 31G
- ART: VISUAL or INDIGENOUS FOCUS 30S
- BAND 30S / 35S
- BAND: JAZZ 30S
- BIOLOGY 30S
- BUSINESS COMMUNICATIONS 30S
- CHEMISTRY 30S
- CHORAL MUSIC 30S / 35S
- COMPUTER SCIENCE 30S
- DIGITAL PHOTOGRAPHY 30S
- DRAMA 30S
- EAL LITERACY STAGE 3
- ENGLISH LANGUAGE ARTS: COMPREHENSIVE, LITERARY OR TRANSACTIONAL FOCUS 30S
- ENGLISH: EALLF30E
- ENVIRONMENTAL SCIENCE HONOURS 40SH
- FAMILY STUDIES 30S
- FOOD AND NUTRITION 30S
- FRENCH: COMMUNICATION AND CULTURE 30S
- GRAPHIC COMMUNICATION TECHNOLOGY 30S
- GUITAR 30S
- HISTORY: CANADIAN 30E / 30F
- IMPROVISATIONAL THEATRE 30S
- JAPANESE 30S
- LIFE/WORK BUILDING 30S
- MATHEMATICS: APPLIED, ESSENTIAL OR PRE-CALCULUS 30S
- PRINT MEDIA 30S (YEARBOOK)
- PHYSICAL EDUCATION: GENERAL OR BASKETBALL, FEMALE FITNESS, FOOTBALL OR VOLLEYBALL FOCUS 30F
- PHYSICS 30S
- SOCIAL MEDIA RETAILING PERSPECTIVE 30S
- SPANISH 30S
- VIDEO PRODUCTION 30S
- WOODWORK TECHNOLOGY 30S



Grade 12

Courses

- ACCOUNTING SYSTEMS 40S
- ART: VISUAL 40S
- ART: INDIGENOUS 40S
- BAND: 40 / 45S
- BAND: JAZZ 40S
- BIOLOGY 40S / 40SH
- BUSINESS MANAGEMENT 40S
- CHEMISTRY 40S / 40SH
- CHEMISTRY: UNIVERSITY OF WINNIPEG 42U
- CHORAL MUSIC 40 / 45S
- COMPUTER SCIENCE 40S
- CINEMA AS A WITNESS TO MODERN HISTORY 40S
- DIGITAL PHOTOGRAPHY 40S
- DRAMA 40S
- EAL FOR ACADEMIC SUCCESS 40S
- ECONOMIC PRINCIPLES 40S
- ENGLISH LANGUAGE ARTS: COMPREHENSIVE, LITERARY OR TRANSACTIONAL FOCUS 30S
- ENGLISH: ADVANCED PLACEMENT ENGLISH LITERATURE 42S
- ENGLISH: EALLF30E
- FRENCH: COMMUNICATION AND CULTURE 40S
- FIRST NATIONS METIS AND INUIT TOPICS 40S
- FAMILY STUDIES 40S
- FOOD AND NUTRITION 40S
- GLOBAL ISSUES 40S
- GRAPHIC COMMUNICATION TECHNOLOGY 40S
- HISTORY OF WESTERN CIVILIZATION 40S
- IMPROVISATIONAL THEATRE 40S
- JAPANESE 40S



Grade 12 Courses

- LAW 40S
- LIFE WORK TRANSITION 40S
- MATHEMATICS: APPLIED, ESSENTIAL OR PRE-CALCULUS 40S
- MATHEMATICS: INTRODUCTION TO CALCULUS AND ADVANCED MATH 40S
- MATHEMATICS: UNIVERSITY OF WINNIPEG CALCULUS/ADVANCED MATH 45S
- PHYSICAL EDUCATION: GENERAL OR BASKETBALL, FEMALE FITNESS, FOOTBALL OR VOLLEYBALL FOCUS 30F
- PHYSICS 40S
- PRINT MEDIA 40S (YEARBOOK)
- PSYCHOLOGY 40S
- PSYCHOLOGY: ADVANCED PLACEMENT PSYCHOLOGY 42S
- SPANISH 40S
- VOCAL ENSEMBLE (CHAMBER CHOIR) 40S
- VIDEO PRODUCTION 40S
- WOODWORKING TECHNOLOGY 40S



E- Courses Adaptations

Reporting on progress of EAL Students:

- Teachers, in collaboration with an EAL Advisor, create an E-course plan for students taking “E” (EAL) courses when the student is in an early language learning stage.

What is the benefit of taking an “E” (EAL) Course?

- E-courses are planned for and delivered in a way that allows the EAL student to fully engage in their learning. The same curriculum is followed; however, the most important information (essential outcomes) in the course is focused on while also helping the students develop their English language skills. These courses are designed so that the students can find success as they move towards regular programming.
- For a full list of current EAL course plans please visit our school website.

EAL Adaptations

Adaptations are based on an identified language learning need supported by the EAL Continuum for students who no longer require an E-Course plan.

Adaptations are:

- consistent and student-specific;
- required across multiple environments;
- allow a student to access grade level outcomes.

Example EAL Adaptations:

- Additional time to process and formulate ideas, responses and written output
- Access to multilingual learning tools
- Alternate response formats to reduce written demand
- Expectations for timed tests and tasks adjusted or removed
- Class notes provided
- Opportunities to present learning in multiple ways to support English language acquisition
- Visual material, real objects, gestures, demonstrations and modelling provided
- Vocabulary and concepts are provided/pre-taught prior to content learning

EXTRA ACTIVITIES

There are many great ways to get involved at school and in the community, which are called extracurriculars. It is a great way to make new friendships and memories that will last a lifetime. Below are a few suggestions for our school



Clubs

There are many student clubs running at Vincent Massey! Some during the lunch hour and some after school. Here are some of the clubs available to join:

- Beading (Indigenous)
- Board Games
- Chess
- Debate
- Gardening
- GSA
- Guitar / Rock Band
- Leadership (Key Club)
- Math
- Student Council
- Video Club / Tech Crew
- Writing (School newspaper)

Sports

Vincent Massey has many competitive sports teams. Most require students to try-out and then a few are selected by the coaches. Some sports teams include:

- Badminton
- Baseball / Softball
- Basketball
- Cross-Country
- Curling
- Golf
- Football
- Hockey
- Indoor & Outdoor Track
- Indoor & Outdoor Soccer
- Rugby
- Ultimate
- Volleyball
- Water Polo

Intramurals

Intramurals are open to all students in the school, and provide students with an opportunity to compete in sports at a fun level.

- Badminton
- Basketball
- Volleyball
- Indoor Soccer
- Low Organized Games
- Floor Hockey
- Touch Football

More Information

Contact us :

204-453-8023

<https://www.pembinatrails.ca/vincentmassey>

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