



New Westminster Secondary School

820 Sixth Street, New Westminster, BC V3M 3S9

Tel: 604.517.6220

www.nwss.ca

August 2025 Newsletter

Important Information – Please Translate

這是一份重要資訊 — 請找人為您翻譯 这是一份重要信息 — 请找人为您翻译

Mahalagang Impormasyon - Paki salin sa sariling wika

Thông tin quan trọng - Xin tìm phiên dịch

ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ-ਮਿਹਰਬਾਨੀ ਕਰਕੇ ਅਨੁਵਾਦ ਕਰੋ/ਕਰਵਾਓ

महत्वपूर्ण जानकारी - कृपया अनुवाद करें

Información importante - Por favor traducir

重要な情報-翻訳してください

중요한 정보 - 번역 부탁드립니다

معلومات مهمة - الرجاء الترجمة

Principal: Susana Quan (squan@sd40.bc.ca)

Senior Vice-Principal: Gary Pattern (gpattern@sd40.bc.ca) Student Support: “A - D”

Vice-Principals:

Kathleen Chad (kchad@sd40.bc.ca) Student Support “E - L”

Katherine Kosman (kkosman@sd40.bc.ca) Student Support: “M - R”

Kim Parker (kparker@sd40.bc.ca) Student Support “S - Z”

Harinder Mahli (hmahli@sd40.bc.ca) Student Support: SIGMA and New Westminster Online Learning

PAC Chair: Francis Ribeiro (nwsspac@gmail.com)

Land Acknowledgement

New Westminster Schools recognizes and acknowledges the Qayqayt First Nation, as well as all Coast Salish peoples, on whose traditional and unceded territories we live, we learn, we play, and we do our work.

Mission Statement

New Westminster Secondary is committed to developing responsible citizens and lifelong learners who respect learning, the environment, themselves and others. British Columbia students will achieve their full potential in an education environment that is equitable, free of racism and systemic barriers, and where all students, staff, and families feel welcome, safe, respected, and valued.

Principal's Message

Dear New Westminster Secondary Students and Parents,

Welcome to our 2025 – 2026 school year! I am thrilled to be part of this journey with you and look forward to all the growth, learning, and accomplishments that lie ahead. At New Westminster Secondary, we believe in the power of **collective effort**—and together, we will empower our students to build essential skills, explore their passions, and set a strong foundation for future success.

I extend a warm welcome to all students, parents, guardians and community members. Whether you are returning to NWSS, or joining our fantastic school for the first time, know that you are part of our NWSS family that believes in your potential and is committed to helping you thrive.

This year promises to be full of **learning possibilities**—whether it's in the classroom, on the field, on stage, or through friendships and community involvement. We encourage our students to **embrace every opportunity**, stay curious, and be fully engaged in all aspects of their educational journey.

To our parents and guardians, your involvement is a vital part of our school community. We warmly invite you to stay connected and participate in school life. Throughout the year, we will keep you informed with important dates and updates through our **school newsletter and website**. We will highlight the amazing learning opportunities and growth happening in our school.

Please stay connected. Feel free to contact our school via email (nwss@sd40.bc.ca), [online form](#), or 604-517-6220. Connect with our school staff via email or phone if you need to. Please note that teachers and school staff will need 2-3 school days to respond. Our staff contact information is listed on our [school website](#).

On a final note, please read this August 2025 newsletter in its entirety. **Have hearty conversations with your child regarding the content of this newsletter as well as how they may start the school year successfully.**

Warmly,

Susana Quan, Principal

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School Opening Schedule

The 2025 – 2026 school year starts on Tuesday, September 2. All students will be in attendance.

8:15am – 8:45am: Mandatory Grade 9 assembly in gymnasium

9:00am – 9:30am: Mandatory Grade 10 assembly in gymnasium

9:45am – 10:15am: Mandatory Grade 11 assembly in gymnasium

10:30am – 11:15am: Mandatory Grade 12 assembly in gymnasium

Students who require Educational Assistant (EA) support during their grade assembly will contact Vice-Principal, Ms. Kosman (kkosman@sd40.bc.ca) to make arrangements.

Please note that the [Queensborough Bus Program](#) will begin operation **on Monday, September 8**. Click [here](#) to learn more about registration of the Queensborough Bus Program.

Wednesday, September 3 is the first day of classes and it will be

Day 1 for our Linear/Non-semester classes.

2025 – 2026 Bell Schedule

Click [here](#) to learn more about NWSS's Five-Block Timetable

Time	Monday - Friday
	Block X*
7:56am	Welcome Bell Students make their way to their Block A classroom or conduct quiet independent studies in the Grand Commons
8:00am – 9:20am	Block A
9:20am – 9:24am	Break Students make their way to their Block B classroom, exit the school building or conduct quiet independent studies in the Grand Commons
9:24am – 10:44am	Block B
10:44am – 10:48am	Break Students make their way to their Block C classroom, exit the school building or conduct quiet independent studies in the Grand Commons
10:48am – 12:08pm	Block C
12:08pm – 12:58pm	Lunch or Block Y*
12:54pm	Welcome Bell Students make their way to their Block D classroom, exit the school building or conduct quiet independent studies in the Grand Commons
12:58 – 2:18pm	Block D
2:18pm – 2:22pm	Break Students make their way to their Block E classroom, exit the school building or conduct quiet independent studies in the Grand Commons
2:22pm – 3:42pm	Block E
	Block Z*

*Please note we have Block X, Y and Z classes that are offered early morning, during lunch, and after school. Check with your teachers for details about the start and end times of your class.

School Calendar

Please click [here](#) to visit our 2025 – 2026 New Westminster Secondary School's calendar on our school website. This calendar is an active link and will be updated as events are added. Please click [here](#) to visit our District's calendar.

Upcoming September – October 2025 events

Date	Event
August 30 + September 11	Grade 12 grad photos at Artona Studios
Tuesday, September 2	School Opening Day and mandatory grade assemblies Please read this newsletter for details.
Wednesday, September 3 (D1)	First day of Semester 1 and Linear Classes
Thursday, September 4	International Baccalaureate Student/Parent Orientation 4 – 9 pm
Friday, September 5	Photo Day
Friday, September 12	Last day to withdraw from Semester 1 class w/o academic penalty
Wednesday, September 17, 6:00pm	New Westminster Secondary School Open House
September 23 – 25	NWSS Clubs Day at Lunch
Wednesday, Sept 24 (D2)	Alternate schedule
Thursday, September 25, 7:00pm	NWSS Parent Advisory Committee (PAC) Meeting at NWSS Library
Friday, September 26	Truth and Reconciliation Assembly
Monday, September 29	Professional Development Day – classes not in session
Tuesday, September 30	National Day for Truth and Reconciliation – school closed
Friday, September 27, 7:00pm	NWSS Homecoming Football Game at Mercer Stadium
Thursday, October 2	Photo Retake Day
Monday, October 13	Thanksgiving Day – school closed
Wednesday, October 22 (D1)	Alternate schedule
Friday, October 24	Provincial Professional Development Day – Classes not in session
Wednesday, October 29 (D1)	Parent-teacher Conference – truncated schedule
Thursday, October 30 (D2)	Collaboration Day; see alternate schedule above Immunization Clinic

Attendance

Regular attendance is an essential ingredient for your child's success at school and we encourage our students to be at school every day.

We strongly recommend that **families schedule any important medical appointments, etc., outside of class time. Please book family trips and vacations during weekends and breaks, by referring to our school calendar on the next page.**

- Every teacher operates their classes in their own unique way, so make sure to check in with your students about each teacher's classroom expectations and out-of-office hours to receive additional support.
- Teachers **cannot provide work for students going on vacation as our courses are largely focused on experiential learning** - which means onsite/face to face learning. We love to see our students at school each and every day.
- **All our teachers work no more than four blocks in a day.** For example, a teacher may begin their day in Block A and finish their last class in Block D, or begin their day in Block B and finish their last class in Block E. **It is important that if students would like to schedule an appointment with their teacher, it will have to in alignment with the teacher's work schedule.**
- Attendance is taken in each class and recorded. We ask that parents or guardians communicate with the school to report a student absence. This helps us ensure that you have given permission for your child to be absent and supports our staff in accurately tracking and following up.
- Absences can be reported **24 hours a day through our voice message system at 604-517-6391.** If you are leaving a voicemail message, please state the student's full name, grade, the date(s) of the absence, the reason for absence, and, if possible, their student number. Alternatively, parents or guardians can report your child's absence via a **Microsoft Form by clicking [here](#).**

New Westminster Secondary School – Code of Conduct

Our School Code of Conduct is published on our school website. Please click [here](#) to read this important document.

Traffic Safety, Drop-off & Pick Up Zones

We have many wonderful students and staff who arrive at our school building every day. It is imperative that we give ourselves ample time to get to school. There are several things you can do to ensure we all arrive to NWSS safely and on time:

- ✓ We expect our students to arrive at school **before** the start of their class. Give yourself time to walk to your classroom so that you are ready for learning and at your seat in the classroom.
- ✓ Walk, run or bike to school. Daily physical activity is a great way to stay healthy. Be sure to lock up your bicycles in one of our many bike storage locations. There are designated areas for staff, student and public parking. Ensure you read and comply with all parking signage and restrictions to avoid your vehicle being towed.
- ✓ Students must park in designated “Student Parking Only” or in the “Public Parking Only” areas. Students are not permitted to park in “Staff Parking Only” areas. Vehicles parked in “Staff Parking Only” areas where a “NWSS Staff” decal is not displayed will be subject to towing.
- ✓ Most students enter our school building at the front entrance doors located diagonally across Massey Theatre. Look for the Canadian flagpole to identify our front entrance.
- ✓ It is a one-way street. All vehicles drive towards and exit onto Sixth street
- ✓ There is designated and marked “Bike Lanes” in front of our school. **Vehicles are not permitted to pull up or park on these bike lanes.**
- ✓ Please click [here](#) for a map and clear visual of our school vicinity, including where “student parking” areas are. Always follow directional arrows to ensure you are complying with “one-way” restrictions.

City of New Westminster extends 30 km/h school zone hours to 7am - 10pm

The City of New Westminster has made streets safer for students and all pedestrians by extending its school zone speed limit enforcement hours. **Drivers are now required to reduce their speed to 30 km/h between 7:00 am and 10:00 pm (formerly 8:00 am to 5:00 pm) on school days.** The City has updated existing signage in all New Westminster school zones to reflect this change.

To learn more about these changes, please visit newwestcity.ca/schoolzone

Visitors to New Westminster Secondary School

Parents, Guardians and Visitors with appointments are welcome to visit us at New Westminster Secondary. We ask that you sign in at our school office for us to support you with your needs



Only NWSS students are permitted on our school grounds.

Individuals who do not sign in at our school office or are students who are not registered at NWSS will be asked to leave the premise immediately.

This policy also applies to our NWSS students. Our students are **not permitted** to be on the grounds of other school sites, unless with prior permission. This is considered trespassing and subject to strict consequences. Safety is paramount at our school.

Tobacco and Vapour Products Control Act

All public and private kindergarten to Grade 12 schools in B.C. are tobacco and vape-free under the [Tobacco and Vapour Products Control Act and Regulation](#). This ban extends to all school property 24 hours a day, 7 days a week, regardless of whether or not school is in session.



School Attire

All individuals of our school community must not wear clothing containing inappropriate images and/or language. Examples of inappropriate language/images are those that promote violence, discriminate against a certain individual or group of people, or display drug, alcohol, and/or sexual references.

Furthermore, it is imperative that our students are dressed appropriately for learning. In particular, the following departments will require our students to dress for student safety:

Physical Health Education: T-shirt, shorts, sweatpants, running shoes. **No open-toe shoes or crocs.**

Home Economics: Long hair must be tied back. **No open-toe shoes or crocs.**

Technical Education: Long hair must be tied back. **No open-toe shoes or crocs.**

Dance: Clean indoor shoes and/or clean socks. **No outdoor shoes permitted inside dance studio.**



School Cash Online (SCO) Account and School Fees

All fees are to be made on [School Cash Online](#). All new families must create a SCO account first. Click [here](#) for helpful tips on how to navigate School Cash Online platform.

For our 2025 – 2026 school year, every student, except for International Students as it is included in their tuition, will pay a Student Activity fee of \$30. These funds help support co-curricular school activities which include: Go cards, clubs, and school-wide events. Please note that New Westminster School District ensures no student is excluded due to financial limitations. It is important that a family reaches out to the School Principal if they face financial hardships and challenges to making school fee payments.

There are other NWSS fees, but may not pertain to all students:

Required Fee for ALL STUDENTS	
Student Activity Fee \$30	
Optional Fee for ALL STUDENTS	
Locks \$8, Yearbook \$60	
Graduation Activity Fee for GRADE 12 STUDENTS	
Graduation Activity Fee \$140 (Ceremony which includes grad gown, cap and tassel purchase)	
Sports Team Fees for any students on a sports team which will be made on School Cash Online	
The cost will be determined based on the team sport. This fee will be added to your child's SCO account by our Athletics Director	
International Baccalaureate	
Program Fee for IB Registration (Annual) Grade 11: \$175 (Supports annual IB World School fee, additional online tools and specific IB resources)	Program Fee for IB Registration (Annual) Grade 12: \$225 (Supports annual IB World School fee, additional online tools and specific IB resources)
Diploma and Course students taking 3+ courses in Grade 11: \$500 CAD exam fee deposit	Remainder of exam fees paid in Grade 12: approximately \$550 CAD for Diploma students \$123 USD per exam (both for Diploma and Course students)
Course Specific Fees	
Apprenticeship Program: Carpentry \$500 + \$200 workbook Apprenticeship Program: Plumbing \$500 + \$200 workbook Apprenticeship Program: Chef Apprenticeship \$300 + \$250 workbook	
Foundations of Mathematics 11 workbook (optional) \$25	
Foundations of Mathematics 11 workbook (optional) \$25	
Concert Band 9 to 12, Jazz Band 9 to 12 \$25 (Rental and wear & tear of school-owned band instruments) Orchestra 9 - 12 \$100 (Rental and wear & tear of school-owned strings instruments)	
Technology Education 9 (Woodwork, Metalwork, Electronics & Robotics, Drafting) \$20	
Visual Arts 9 – 12 courses: \$30 (Art Supplies)	

Back to School Permission and Emergency Release Forms

It is imperative that all families have access to or set up their School Cash Online account by August 29th, 2025.

We require all families to log into their School Cash Online account to complete important documents, which includes “Back to School Permission” and “Emergency Release” forms. It is crucial that NWSS has such information to ensure we have accurate and up to date information on your child.

School Photos

School Photos will be on Friday, September 5th with Artona Studios.

All students must be photographed for a Student Identification Card, also known as a Go Card. This is required for concession fare rate on all B.C. Transit. This is also required when students write their Provincial Literacy and/or Numeracy Assessment.

Please follow the instructions at <https://artona.com/order> to view and order school photos. You will require the QR code or 16-digit code found on the photo access card provided to students on photo day.

If you are absent on Friday, September 5th, absentee photo day will take place on Thursday, October 2nd.

Grad Photos are taken by Artona Studios in Vancouver between August 30 - September 11.

Please visit <https://artona.com/bookings> to book appointments for New Westminster School Grad photos.



Personal Digital Devices – Provincial Standards for Codes of Conduct Order

This is important information so please speak with your child!

- In June 2024, the Ministry of Education shared a new policy around cell phones/personal digital devices.
- A personal digital device includes any electronic device that can be used to communicate or access the internet, such as a cell phone, tablet, smart watch, gaming device, and electronic toy. Our province established Standards for Codes of Conduct Order solely to restrict student personal digital device use at school to promote online safety and support focused learning environments.
- **Restriction of personal digital devices occur during hours of instruction such that students will be focused on participating in educational programs.**
- **Hours of instruction are defined when students receive instruction in an educational program and do not include scheduled breaks and lunch periods.**
- Students will be directed by staff members during class time for the usage of personal digital devices. This will include the usage of personal digital devices for: instructional purposes and digital literacy, accessibility and accommodation needs, medical and health needs, and equity to support learning outcomes.
- **Most of our classes will be "Off and Out of Sight Zones."** This means that students will need to keep their cell phones/personal digital devices in their bags and on silent unless the teacher deems it necessary to use devices to enhance learning. Each teacher will communicate their classroom expectations with their students within the first week of class - please know that each teacher has the autonomy to have their own expectations so they may vary slightly from class to class.
- Please know that if your child is in class and learning, they will not be able to respond right away as their phone/devices will be on silent and put away. **Students will be able to check their devices between classes, before school, at lunch, and after school.**
- For emergencies, we welcome you to call our office, and we will support your child. For the most part, unless it is an emergency, the office will not call into classrooms during class time.
- We are happy to provide a school phone in the office for students to use to call parent/guardians.

As a school community, we recognize that technology can be a great thing and it is a part of our world, but we also recognize the need for creating learning spaces that are free from device distractions. By limiting device usage during school hours, we aim to create an environment that supports not only academic success but also the overall well-being of our students. We believe that reducing device distractions can help students better engage with their learning and with each other in more meaningful ways. Implementing these expectations will require parent/guardian support so we thank you in advance for being our partners in our students' success! We will address and remind our students of the [Provincial Standards for Codes of Conduct Order](#), [New Westminster Schools Code of Conduct](#) and [District's important changes to personal digital device use](#), at the beginning of the school year.

Student Lockers

We only have approximately 800 lockers available to our school community, so we kindly ask our students to consider their need before they request for a locker. Please note that there are lockers available to students during their Physical and Health Education (PHE) class. As such, if you are requesting a locker for gym clothes storage only, please do not request to reserve a locker as all students will have access to a locker during their PHE block. Tip: Consider choosing a locker on the floor you have most classes. Remember to look at your semester 2 course room locations as well.

Please read the following information carefully

If you would like to reserve a locker, please click [here](#) or visit nwss.lockerassignment.com **beginning MONDAY SEPTEMBER 8th at 7am and ending FRIDAY SEPTEMBER 12th at 7am.** Please note that lockers will be distributed on a first come, first served basis. Lockers are available on each floor.

Student accounts have been created for access to the system.

USER ID: Your USER ID is your student number

PASSWORD: Your birthdate is your password. The format of the password is YYYYMMDD (example: Birthdate of Jan 28, 2002 would be a password of 20020128)

Suggested School Supplies

Pencil, Eraser, Pen, White-out	Loose leaf graphing paper	Basic Scientific Calculator
Highlighter	2" Binder and Index Dividers	Water Bottle
Lined paper/Notebooks	Ruler	Bring your own device (BYOD)*

*The District believes that it is essential to teach our students the skills necessary to use, create and interact with technology ethically, competently and thoughtfully, to become responsible digital citizens. Integrating technology seamlessly into our curriculum is a key part in being an innovative school district that prepares students for lifelong learning. A BYOD program improves flexibility and access to online resources and digital tools, which enhance digital literacy skills. It promotes individualized learning as personal devices can be customized to fit the needs of the learner and provide easier access to assistive technology.

We encourage our students to bring a personal electronic device, such as a Windows laptop, to school each day to be used in learning activities. Students who do not have a device that can be brought to school will have access to school-owned devices at school. Please click [here](#) for more information.

Access to school email, Wi-Fi, Microsoft Teams and MyEducation BC

Every student is provided with a school email address. For example, if your student number is “123456”, your email address is 123456@newwestschools.ca. Students can access your Microsoft 365 email from our [school website](#)

For all new students, your default password to your school email account is **NwSs2025!** Please make sure you log into your email account as soon as possible and change your password.

For our returning students, your password has not changed.

A student’s email password = Wi-Fi password = Microsoft Teams password

MyEducation BC Student and Family Portal

MyEducation BC provides students, parents and guardians with secure, online access to student demographics, course scheduling, class attendance, and other academic information, including a digital formal report card that can be saved and printed.

Effective, **Friday August 29th at 3:00pm**, you can log into MyEducation BC to view your 2025 – 2026 timetable.

-Click [here](#) to log into MyEducation BC

-For students: your login ID is your student number

-For parents/guardians: your login ID should be your first name initial followed by your last name all in lower case. (Eg: Susana Quan’s login is “squan”)

If you need to reset your password, click on *reset password*. The email address for recovery is the one you had registered on your MyEd profile

-After you log into MyEdBC choose (in blue) VIEW FULL SITE, then “*My Info*” (top tab), then “*Schedule*” (left tab) and you will see your new schedule. Click on the small blue link “*List View*” and it will be easier to read.

Counselling Department

Counsellor Name	Student Support
Ms. Sarekha Jagpal sjagpal@sd40.bc.ca	All SIGMA students
Mr. Matthew Mitchell mmitchell@sd40.bc.ca	All International Students Student surnames “A – Car”
Ms. Marika Melvin mjmelvin@sd40.bc.ca	Student surnames “Cas – Ha”
Mr. Dave Mori dmori@sd40.bc.ca	Student surnames “He – Mek”
Ms. Nancy Milne nmilne@sd40.bc.ca	Student surnames “Mel – Saw”
Ms. Jennifer Towers jtowers@sd40.bc.ca	Student surnames “Sch – Z”

2025 – 2026 Timetable – Important Information Below:

Effective, **Friday August 29th at 3:00pm**, you can log into MyEducation BC to view your 2025 – 2026 timetable.

- Returning NWSS students and incoming Grade 9 students from our New Westminster Middle Schools conducted course requests in February 2025. **NWSS builds our school timetable based on our students’ course requests.**
- We also **distributed Course Verification Forms** to our students in April 2025. This allowed us to further confirm that we have accurate data to build our school timetable and to ensure graduation requirements are met
- Our District will ensure that students who are registered for the Queensborough bus program will be assigned to an appropriate bus schedule to meet the student’s timetable schedule (Block A – D model or Block B – E model). As such, a change in timetable will result in a change to the student’s bus schedule.

The following will be the only accepted reasons for timetable change requests:

1. Request to **remove a course** from your timetable as this course is no longer needed.
2. Error in timetable: **Double blocked** where 2 classes are scheduled at the same time
3. Error in timetable: The **order of classes need correction** (ie: grade 11 classes appears in semester 1, before a student has taken the required grade 10 course.

Next steps of how to request a timetable change?

The Counselling Department will work tirelessly to support timetable change requests but please note that New Westminster Secondary School is at capacity and the timetable is tight.

Students will complete this [Microsoft Form](https://forms.office.com/r/yESHbTGWmK) (<https://forms.office.com/r/yESHbTGWmK>) to indicate their reason for a timetable change. This Microsoft Form will be **open on Tuesday, September 2 and close on Thursday, September 4 at 3:30pm.**

-Do NOT send timetable change request messages to your counsellor by Microsoft Teams, phone or email. These requests will NOT be responded to. Only use the provided Microsoft Form to submit your timetable change request

-Your change request may result in other changes in your schedule, and counsellors cannot reverse changes after they have been made. Please consider your request thoroughly before signing up for a change.

Daily Public Announcements

Every day, we share important messages to our student and staff community through our daily announcements on school and classroom television screens. Friday is always a day all students and staff look forward to as we have our Morning Buzz – a video production of our school highlights, made by our students!

Indigenous Education

NWSS provides additional support for our Indigenous learners. This additional support has contributed to a significant improvement in achievement for Indigenous students in recent years. The Indigenous Education room is in Room 2019. We offer our Indigenous students an additional place to receive academic, social, emotional and cultural support.

Parent Advisory Committee (PAC)

We look forward to connecting with our parents and PAC meetings are great opportunities to do so. The collective voices of our parents are crucial to the educational success of NWSS. PAC meetings are held monthly so please mark your calendar for our **first PAC meeting: Thursday, September 25th at 7:00pm NWSS Library**. If you are unable to attend in person, please join PAC virtually via Zoom:

Please use the below zoom link & passcode to access all the meetings of the year.

<https://us02web.zoom.us/j/87976645945?pwd=K0pIUDZWckV5NUU4eGtjNmpuNWV0QT09#success>

Meeting ID: 843 2549 4761

Passcode: 716709

Contact our PAC Chair, Francis Ribeiro (nwsspac@gmail.com), if you have any questions.

Final Note

One of the most special things about our New Westminster Secondary School is our community. We have curious learners, dedicated staff, thoughtful leaders, and supportive families. Our approach is one of partnerships and we delight in the deep connections that are developed within our community. Thank you to every student, parent/guardian, and staff member for your unwavering dedication and for being such an integral part of our school community. We look forward to meeting you on Wednesday, September 17th at 6pm for our NWSS Open House. On behalf of the NWSS Administrative Team, Ms. Chad, Ms. Kosman, Ms. Mahli, Mr. Pattern, Ms. Parker and I are so excited because we know it will be a fantastic school year ahead!