A.V.P.A. PROGRAM (Revised: June, 2017)

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, the BWC or Whitecaps Academies 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 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.** All students accepted into the AVPA program will have the following benefits:

* notification of the students' teachers by the coordinator and
* modification of assignments and/or
* extension of deadlines for submitting assignments and/or
* extension of the date a test is written and/or
* 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 and
* the Coordinator of the program will be available to assist the student with any problems arising from involvement in this program and
* time during the school day if and only if there is time needed by the Provincial, National or BWC/WC Academies to practice at the same specific time **every day** for a Semester or Year.

**Levels of benefits in the program shall be:**

**1. Level Two (Consideration and Waiver of Physical Education)** Junior students 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. A senior student will be admitted to Level Two for the same reasons as a junior student. Credit for Sport 11 and/or Sport 12 may be granted.

**2. Level One (Consideration and Waiver and/or a Spare)**, which includes the benefits of Level 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 under exceptional circumstances where their graduation program will not be affected, 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. Junior students accepted under Section I.A are eligible for Level Two. Junior students accepted under Sections I.B 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.

B. Only students admitted under Section I.A are eligible for Level One. Students will have their graduation program considered to have a Spare.

**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. Students participating in the BWC and WC Academies will be automatically forwarded into the AVPA program.

B. Applications must be made on the AVPA Application Form that is found on the Burnaby Central website.

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 training.

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 of Counsellor.

**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. Participant’s 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. Students who fails to comply with V.A.2 on an ongoing basis will need to have consultations with the Coordinator, Counsellor, Administrator, Parent/Guardian, and Coach.

B. A student whose behaviour, absence or tardiness is unacceptable to a teacher on an ongoing basis will need to have consultations with the Coordinator, Counsellor, Administrator, Parent/Guardian, and Coach.

C. Any student who abuses the program by falsifying absences or the need for extensions, will be taken out of from the program.

D. Any student whose status under Section I.A changes, and who fails to notify the Coordinator immediately, will be taken out of from the program.

E. Any student who falsifies an application will be taken out of from the program.

F. Any student taken out of the program may reapply, but the student's conduct will be a major factor in the decision whether to allow the student to participate in the program.