

OPEN HOUSE Parent Information 2018

**Parents, please fill-out “Getting to Know Your Child”; return to school with Comfort Kits.

SCHOOL-WIDE PROCEDURES:

Theme: What do you want of me, Lord?

- Continued focus on St. Helen’s Be-Attitudes: Be Safe, Be Responsible, Be Respectful – Be Like Jesus.

Curriculum Goals: Implementation of the BC Ministry of Education

- [Redesigned Curriculum](#) within a Catholic Worldview.
- Christ-like Respect, Consistency, Academic Excellence = Sustainability.

Uniforms: Uniforms must be purchased from Neat Uniform

Girls: St. Helen's tunic (K-3) & kilt (4-7), navy blue knee socks or tights

Navy blue cotton twill pants (optional)

Navy blue skort, navy blue (above ankle) socks, (optional summer uniform).

Boys: Navy blue cotton twill pants

Navy blue walking shorts, navy blue (above ankle) socks, (Optional Summer uniform).

Girls & Boys:

Light yellow polo shirt

Navy blue St. Helen's sweater

Black or navy dress type shoes or runners, preferably soft soled

(no stripes, logo's etc.)

P.E. Uniform:

St. Helen's gym uniform consists of St. Helen's shorts and T-shirts and running shoes

Sweats suit is optional P.E. uniform and can be worn for school events like track and field, etc.

Hair:

Girls: No extreme haircuts, styles, coloring and/or bleaching of hair, no extreme accessories, no makeup, maximum one earring/earlobe - studs or sleepers only, no other body piercing or tattoos, no nail polish, skirts to be a modest length, shoe heel height not to exceed 1 - 1/2” or 3 centimeters.

Boys: No extreme haircuts, styles, coloring and/or bleaching of hair, no extreme accessories, no earrings, body piercing or tattoos.

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School Hours: 8:00 a.m. until 3:15 p.m.

- School starts at 8:55 a.m. everyday. We ask that parents say goodbye to their children on the playground and not enter classrooms as teachers and students are beginning their morning routine.
- All students arriving late are required to **report to the office** for a late slip.

Outdoor/Indoor Supervision: Supervision in morning, recess and lunchtime, during nice weather will be outside.

- Supervision before and after school will be in the East Field (lower playground).

Comfort Kits / Safety:

- Return Comfort Kit information a.s.a.p.
- Parking: Be aware of all parking regulations and drop off zone procedures. Gr. 6&7 students should be dropped off on Pandora Street in front of the West Wing and picked up at the west parking lot.
- Parents are to wait outside to pick up children. Please do not enter school buildings. If you need to be in the school, you must obtain a visitors pass from the office.
- Security Cameras & Locked Doors.

Personal Electronic Devices:

- **Cell phones and other electronic equipment** are not allowed during school hours, unless under the supervision of a teacher.
- **School Phone** is to be used **only in** case of **emergency with permission**.
- **Internet Procedures:** Students are allowed to use the internet during school hours under the supervision of the teaching staff. With regards to improper usage or social networking at home, parents will be informed and resources will be provided to both the student and parent.
 - **Cyber-bullying** is defined as bullying and harassment by use of electronic devices through means of email, instant messaging, text messages, blogs, mobile phones, pagers and websites. Cyber-bullying is strictly prohibited and consequences are outlined in our discipline policy.

Lunch Nutrition: Provide a nutritious lunch; please remember that **we are a peanut aware** school, do not send peanut products to school. Please do not bring “fast food” items to school. Students will bring home all containers, wraps and unfinished food as part of our recycling program. Lunches are to be dropped off only at the table across from the office, with 1st name, last name and grade. Anyone going home at lunch must have a note from the parents.

- **Play First:** A reminder that we use the “play first” lunch model. Primary students will be dismissed at 12:00 for playtime and return to the classroom at 12:30 to eat their lunch. Intermediates will be dismissed at 12:30 for playtime and return to classrooms at 1:00 to eat their lunch.

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- **New Foodie Kids Lunch Program** – online ordering available. Remember to cancel your order on fieldtrip days.
- **Hot Lunch is every Wednesday**

Library: Students have access to the library during intermediate lunch time only

Birthdays: No invitations to be passed out at school. Also, no food items to be brought to school due to risk management issues.

Communication:

- Refer to the “**Updated Calendar**” on school website
- Download the St. Helen’s app for updates, social media, teacher contacts and late and absentee notes.
- Staff will return phone calls within 24 hours and emails within 48 hours with the exception of the weekend. E-mails are not designed to solve conflicts, educational matters etc. Please make an appointment to discuss serious matters.
- Notes regarding tardiness and absentees are needed for Ministry. This includes sick days, holidays etc.
- Vacations taken during the school session are *highly discouraged* and requires principal approval. Teachers are not responsible for providing in advance work that will be missed while on vacation. It is the parents’ responsibility to check the homework website and ensure assignment completion upon their child’s return to school. Parents are responsible to be sure that their child makes up their lost homework due to holidays. The teachers will provide resources.
- Permission notes and additional information for school events will be posted on the school calendar as attachments.
- Make appointments when you need to speak to a teacher about your child’s performance at school
- No report cards will be given out early if you choose to leave for a family vacation
- Parent Teacher Interviews (1st term) Student Led Presentations (2nd term).



Upcoming Fundraising Events:

- Walkathon Fundraiser – September 27th – donations via Chimp
- Family Fun Night Fundraiser – October 27th.

Classroom Procedures and Forms:

- Discipline, Expectations & Letters (see attached)
- Fieldtrips & Extra-Curricular activities:
 - Volunteer Driving Form: All parents who volunteer to drive need to complete this form prior to driving any students to an event.
 - Criminal Record Check: All volunteers are required to have a criminal record check prior to any fieldtrips. CRCs are on file in the school office and are valid for a total of five years. Please apply online – see information under the Parents tab on the school website.

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Curriculum:

Homework procedures & policy is available on the school website. We also have optional open ended activities/projects for students to complete and its under the title “Home learning”. This will be updated monthly by teachers. www.sthelensschool.ca and in student agenda books. The website will also provide you with information regarding class homework assignments and curricular overviews.

- French Program: The Rosetta Stone French Language Program was purchased so that students can continue to practice online at home. Individual passwords will be given to the Grade 6 & 7 students by their teacher.
- Math Program: The IXL Math online program is also available for student use at home to reinforce basic skills in mathematics.
- Renaissance Home Connect: Parents can also follow their child’s progress in Accelerated Reader from home. Logins and passwords will be provided by your child’s teacher.