



EAST HILL SCHOOL 2011-2012

SEPTEMBER LETTER OF THE MONTH

Dear Parents,

1. **Letter of the Month:** The letter will always be sent home on the last school day of the month and will always be printed in colour. If you have not received the letter of the month by the first school day of the month, please contact the office and we'll ensure that your child receives another one. The letters will also be posted on our school website (www.emsb.qc.ca/easthill) under *Newsletters – East Hill School.* I trust the letters will be beneficial to you in the organization of your child's time and your awareness of school activities. **Please take careful note of all dates since you will not receive any written notices other than those indicated below – this is especially important with regards to Pedagogical Days(no school) as well as deadlines.**

*Note that all students are receiving today's letter of the month. However, all subsequent letters will be sent home only 1 per family – see details explained further on in this letter.

2. **"The loop":** please note that the loop (*driveway up to the school and area around the front of the school*) is never available to parents' cars during the following times:

7:30 to 8:30 am

2:10 to 2:40 pm

Keeping the students' safety in mind, parents must either drop off their children at the back of the school on Marcel Raymond or let them walk up to school from Perras but if you choose to do so do; never stop your car in front of the school's street entrance. **Our first and foremost priority is your child's safety!**

3. **Student security:** We welcome parents' presence in our school. However we ask that you bear in mind the guidelines we've set to ensure your child's security. Please take note of the following and provide us with your complete cooperation.

- All doors to the school building will be locked at all times when the students are in the building.
- If you visit the school, please report directly to the office and sign the "visitors" book and pick up a visitor's badge. This will ensure that unknown adults are not present in the building.

➤ **Afternoon dismissal:**

- For your child's safety, **we ask that you do your utmost not to modify his/her daily dismissal procedure** (bus, day care, pick up, etc). However, should you need to make changes on a particular day, we ask that you send a signed note to the teacher (*use child's agenda*) on the morning of that day. This will allow all concerned the time to ensure that the change will be made and that all persons are duly informed.
- Changes made by telephone after 2:00 will not be accepted.
- **Also note that Daycare students should always be picked up at the daycare door.** Therefore no daycare students will be dismissed by their teacher at 2:33 p.m. We ask for your patience when waiting for the busses to leave. This will allow enough time for Daycare to take attendance. You may then pick up your child at the Daycare door as usual.

We ask that you keep in mind the reasons for our actions and decisions - we care very much about your child's security and want to ensure that our school organization is such that you continue to have trust in our ability to keep your children safe. Thank you.



4. **Student Agenda:** We ask that you read through the front pages of the agenda. You will find important information about East Hill, our organization and routines, expectations of our students, etc. The plastic pouch at the front of the agenda is where teachers ask students to place notices being sent to parents. We ask that you check the pouch each evening. For your convenience, East Hill’s school calendar has been printed on the back cover. The cost of the agenda is included in the consumable fees charged to parents (please refer to page 13 of the agenda). However, if an agenda is lost, a 10\$ fee will be charged for a replacement.

5. **Back-to-school Organization:** With this letter, you are receiving the following documents. Please ensure that you have received each one. Should any be missing, send a note to the teacher requesting a copy.

- Welcome Letter/Staff List
- Student Information Sheet (in colour)
- Emergency Health Record (in colour)
- A letter listing your child’s teachers
- Notice to Parents regarding fees for workbooks and consumables
- Information letter regarding the lunch program
- Information letter regarding Orientation Evenings



6. **Attestation Day:** Friday, **September 30** is *Attestation Day*. It is based on the enrolment of this day that the school board and the schools are allocated government funds for the entire year. **It is most important that your child attend school that day** unless he/she is very sick. Should your child be absent, you will be required to come to the office to complete documents attesting that your child is a student registered at East Hill.

7. **Back to School Festivities:** Home & School is organizing activities for next **Thursday, September 8**, to welcome the students back to school. Parents will receive a letter on Wednesday providing more details.



10. **Developing Student’s organizational skills:**

☞ Once students have left the classroom at the end of the day, they will not be permitted to return to class for books, lunch boxes, etc. The aim of this rule is to encourage students to become organized with their materials and possessions. When they know they cannot return to class, they will ensure they have everything they need before leaving.

Thursday, September 1 -9:00– 13:00 – Kindergarten Progressive Entry/ Mini-Day (no bus, no daycare)

Friday, September 2 -9:00 – 13:00 – Kindergarten Progressive Entry/ Mini-Day (no bus, no daycare)

- **Last day to submit to your child’s teacher :**

- Lunch form for students who are part of the lunch program (not including Daycare students);
- Student information sheets;
- Emergency Health forms

Monday, September 5 **Labor Day Holiday**

Tuesday, September 6 - Kindergarten first full day; Progressive Entry/ Discovery days (Daycare and bus services are now available to Kdg. students)

- Parents will receive information from Home & School about “Welcome Back Festivities”



- Wednesday, September 7** - **Last day to submit to the office:**
- Transportation Accommodation Forms
- Thursday, September 8**
- Welcome Back activities for all students
 - Parents receive information letter about Governing Board elections on the 22nd
 - ❖ Orientation Evening for parents of students in level 5 & 6
- Friday, September 9**
- Accommodation Bus Passes will be distributed to the students whose parents requested Transportation Accommodation
- Monday, September 12**
- First day of accommodation transportation on all busses
- Tuesday, September 13**
- Orientation Evening for parents of students in level 3 & 4
- Wednesday, September 14** **Board Wide Ped Day (Region 1)**
- Thursday, September 15**
- Kdg. parents receive information letter regarding child's permanent homeroom teacher
 - ❖ Orientation Evening for parents of Kdg. , Level 1 & 2 students
- Monday, September 19**
- Information letter sent to parents regarding the milk program
 - Il Collosseo starts Hot Meal distribution
- Tuesday, September 20**
- Home & School Meeting at 7:30 p.m.
- Thursday, September 22**
- Election of the 2011-2012 Governing Board at 7:30 pm
- Friday, September 23** - **Last day to submit to your child's teacher :**
- Workbook Fees
- Monday, September 26** - **Due at the office:**
- 1st Lunch Payment (\$100 for the 1st child - \$100 for 2nd child)
- Friday, September 30**
- *Attestation Day* – please ensure your child is present at school unless he/she is very sick
 - **Letter of the Month of October** is sent home

October 4&5
School Picture Day!



(Home & School will send information home prior to that day)