



St. Bernadette School

55 Lynndale Crescent S.E.
 Calgary, Alberta, CANADA T2C 0T8
 Phone: 403-500-2020 Fax: 403-500-2220

September 2019

Welcome to the 2019-2020 school year! Today, our first day we saw smiles of excitement that always come with a new school year. To our returning families, we're happy to continue to learn and grow with you. A special welcome to our new families! We're happy to learn and grow with you this year. We are enthusiastic about the 2019-2020 school year and working with you to support your child's education. If we can be of assistance to you as the school year gets underway, please feel free to give us a call (403) 500-2020.

Introducing the Staff			
Teaching Staff		Support Staff	
Principal	Ms. McGovern	Administrative Assistant	Mrs. Charlier
Assistant Principal	Mrs. MacSween	School Support Worker	Ms. Vandergaag
Kindergarten	Mrs. Billesberger	Learning Commons Librarian	Ms. Van der Hoek
Grade 1	Mrs. Zacher		
Grade 2	Mrs. Mieszkalski	Education Assistant	Mrs. Frischholz
Grade 3	Mr. Volke	Education Assistant	Mrs. Mancuso
Grade 4	Ms. B. Graham	Education Assistant	Mrs. McMath
Grade 5	Ms. Stanghetta		
Grade 6	Mrs. T. Graham		
Physical Education	Mrs. MacSween	Day Custodian	Mr. Deschamps
Diverse Learning Teacher	Mrs. Sebastian	Night Custodian	Mr. Valdaz

School Opening

On September 3rd, your child brought home a package with several forms and various information items for you. Please look through this package carefully. **It is imperative that that all your contact information is correct on the demographic form that details your child's address, EMERGENCY CONTACTS and medical information.** There were times last year when we were unable to contact parents in situations because information was not current. **Always inform of us a change of phone number or residence.** All forms should be returned to the school by **Wednesday September 11th**. Fee invoices will follow at a later date.

Daily Schedule

9:00 Entrance
 9:05 Instruction begins
 12:00 Outside play time
 12:23 Entry to the lunchroom & eating time
 12:42 Transition bell
 12:44 Instruction begins
 2:00 Recess

Information for You

- ❖ **Classes:** Current classes are created based on the number of students we have registered, and the number of teachers allocated in the spring. However, please be aware that the district will review our enrolment over the first few days of school. If we are over in our teacher allocations due to student population decrease, we may have too many teachers and be required to reorganize our classrooms into combined grades. **We will communicate any changes if they occur. Thank you in advance for your patience and understanding.**
- ❖ St. Bernadette School is a “nut aware” school. We ask that you do not send peanut butter or nut products to school. Products containing peanuts (cookies, granola bars etc.) are best eaten at home.
- ❖ At St. Bernadette School, we continue to concentrate on **composting** our organic waste and decreasing our garbage. We therefore strive to operate a “**litter-less lunch**” program. Students are strongly encouraged to bring reusable lunch containers for food storage. Bins are provided for composting, paper and metal recycling, recycling juice boxes and milk containers. **We do not provide any eating utensils such as forks and spoons to students.** Please remember to pack necessary reusable metal utensils for lunch.

Please avoid single use plastic in cutlery, baggies, straws etc. We appreciate your support to teach your children to be green.

- ❖ Students do not have access to a microwave. Send hot food items in a thermos.
- ❖ **Our first School Council meeting is September 11th at 6:00pm.** All families with children enrolled at St. Bernadette School are members of School Council. We encourage you to attend the meeting to learn about what is happening in our school.
- ❖ **All parents who wish to volunteer in the school must attend an orientation. Our Volunteer Orientations will be:**
 - **Thursday September 19th at 4:30 during the Parent/Teacher Conference evening.**
 - **Thursday September 19th at 5:30 during parent/Teacher Conference evening**
 - **Thursday September 19th at 6:30 during the Parent/Teacher Conference evening.**
 - **Wednesday September 11th at 5:45 prior to our first School Council meeting.**

PLEASE, take the time to come to one of these orientations so that field trip mornings are not consumed with last minute individual orientations. Last year, we had almost 50 volunteers complete orientation and only 8 attended the scheduled group orientation times. A lot of administration time was used for one-on-one orientation that can be better used to support students.

To save you time as we know you're busy, volunteer registration for orientation is available online. Complete the form and bring it to one of the above sessions. We'll have you out in less than 15 minutes.

<https://www.cssd.ab.ca/schools/stbernadette/Parents/Volunteer/Pages/default.aspx>

Please call the office for further information. You must complete the orientation in order to volunteer for the 2019-2020 school year.

Some Routines to Know

- ❖ St. Bernadette School is equipped with a door alarm and security system. If you require entrance through the front door, please ring the buzzer to the left of the door. Please be patient for someone to answer. Then, identify who you are before being allowed in. Thank you!

- ❖ It is the expectation that all students will arrive and leave via their **assigned doors**. The only exception will be for late students who must report to the office prior to class. **Students who arrive just after the first am bell do not report to the main office and are to enter through their assigned door.** Please do not drop your child off at the front door daily. Drop them off at the playground/school field for assigned door entry.
- ❖ The office is open from 8:00-4:00 to assist you and answer your inquiries. You may also make an appointment to meet with the administration team to discuss concerns.
- ❖ Students are more successful when they understand the school expectations and are supported by their parents. Over the next few days, please take the time to **review the school handbook sent in the first day package**. If you have any questions regarding the information, please feel free to contact your child's teacher or the administration team.
- ❖ We primarily communicate via email. You will receive a weekly update each Friday with information about upcoming events. On the first Friday of the month, we will also include a calendar for the upcoming month and the district "*Connections*" publication. Please ensure that we have your **correct email address**. You are encouraged to visit our website frequently for the most current school and district information. Most communication will be via email or webpage.
<https://www.cssd.ab.ca/schools/stbernadette/About/Pages/default.aspx>
- ❖ **The parking lot is for staff only.** Students should not be dropped off or picked up in the parking lot. As the parking lot capacity is small, there is no parking for volunteers or parents in the lot. If you are volunteering, please park on the school side of the street. Try to avoid parking in front of our neighbors' homes. It is against the law to park in the BUS ZONE.
- ❖ **We are fortunate to have an open area drop off zone along 20A St. SE that accommodates several vehicles. Please respect our neighbours and refrain from dropping at the front door, parking in front of their homes or idling your vehicle.**
- ❖ Please **report absent or late students** by calling the school. You may leave a message on our answering machine. Please remember to include the reason for the absence.
- ❖ If your child is not going home the usual way (ie. someone is picking them up instead of taking the bus) please write a note in your child's agenda or call the office early in the day to let the teacher know. Division I students should still be picked up at their door if it is a change of routine. Without written notice or a phone call to the office, all bus students will be placed on the bus as scheduled.
- ❖ The office phone is for business. Have your children make their afterschool plans and playdates prior to coming to school.
- ❖ Please pick up your child promptly at end of day.

Again, we look forward to working with you to support your child to be their best!

Sincerely,

Tara McGovern
Principal

Lisa MacSween
Assistant Principal