

Drop off and Pick Up...

School supervision is provided when the first bus arrives, (approximately 8:00 a.m.). Please do not send your children to school earlier than this as we cannot provide appropriate supervision.

If you drop off or pick up your child by car, please park in the area adjacent to Rockwood Lodge or along Shorncliffe Avenue. Please do not have your child cross Cowrie St. unattended. Do not leave your vehicle stopped in the middle of the road at any time.

If your child is not taking his/her usual bus home and/or if someone not familiar to school staff is picking up your child, please contact the office.

Parent Advisory Committee...

Each year, parent volunteers serve on our P.A.C. to discuss issues around education and parenting, to coordinate our Hot Lunch Program, fundraise, and to be liaisons. Meetings are held monthly and all parents are always welcome. Watch for upcoming meetings in the school newsletters.

Report Cards...

Report cards are issued 3 times per year. Parent-Teacher Conferences are scheduled shortly after you receive them for Term 1 and Term 2. You will also receive interim updates by note or by telephone.

Bicycles...

If your child is coming to school on their bicycle, helmets are **mandatory**. Students will be asked to lock their bikes outside in our new bike rack as bikes are not allowed inside the school.

School Telephone...

Students are asked to restrict using the phone **emergency calls only** and not for personal calls or for making social arrangements.

WELCOME!

Sechelt Elementary School
5538 Shorncliffe Avenue
Sechelt, BC
VoN 3A0

Phone: 604-885-2114
Fax: 604-885-6415

We hope this will answer a number of your questions about Sechelt Elementary School. Please feel free to call the school at 885-2114 at any time if you have any questions.

We are looking forward to a very positive and exciting year filled with learning, growth, achievement and fun.

School Hours...

Warning bell	8:30 a.m.
Classes begin	8:35 a.m.
Recess	10:05 -10:25 a.m.
Kindergarten dismissal	11:20 a.m.
Lunch	11:45 - 12:25
Afternoon recess	1:30 - 1:45 p.m.
Dismissal	2:35 p.m.
Office hours	8:30 - 3:00 p.m.

Please call the school before 9:00 a.m. to let us know if your child will be absent or late. If your child will be absent for an extended period of time, please arrange for homework with the classroom teacher.

Please note that Sechelt Elementary is a "POP-FREE" school. Please do not bring any pop to school.

THANK YOU!

School Bus Transportation...

If your child qualifies for bus transportation, please make arrangements for their bus pass through the school office. Passes are \$5.00. Once at school, **students are not permitted to leave the school grounds** unless they have a parent's written permission and have this note signed by their classroom teacher. A note is required each day that permission is being granted. The students must then "sign out" at the office. When students return to the school grounds they are asked to "sign in" at the office. For safety's sake and under the School Act, we need to know where all students are at all times.

After School Care Program

Sechelt Elementary has an after school care program. Please contact Suzie at 604-885-4847 for more information or to register.

Lost & Found...

Clothing is hung on hangers in the hallway outside the Computer Room. Please check this area regularly! Small items, such as watches and rings, are brought to the office.

First Aid and Medications...

The school is equipped to deal with **minor** first aid problems. Should a student require additional treatment or assistance, every effort will be made to contact a parent or alternate emergency number before the child is taken to the Sechelt Medical Clinic or Emergency. The school will act on behalf of a family if no one can be contacted, assuring the most prompt response possible to serious injury or illness.

It is important that parents provide the school with any **special medical information**. If the school is expected to administer emergency medication (allergies to bee stings etc.) the parent **must** bring in to the office, **one pre-measured dose, labelled with the child's name, name of medication, name of prescribing doctor, and dosage** for the school to have on hand at all times.

