



St. Raphael School

3740 Clara Drive, Mississauga, ON, L4T 2C7
Phone: (905) 677-1038 Fax: (905) 677-1432

SEPTEMBER 2011

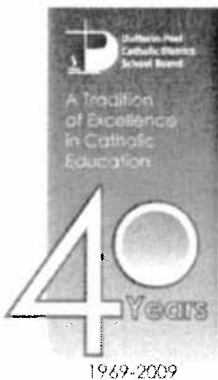
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Msgr. Alonzo
Pastor
Our Lady
of the Airways



A Student's Prayer

We give you praise, O God, for everything that is new and beautiful,
for everything which holds promise and brings us joy.
Bless us as we start this new year with our friends and teachers
Help us to make the most of every chance we have to start afresh.
May we show love to one another and to all. May the new beginning of this school year
remind us that you give us chances to start over again and again.
Help us to forgive others as we receive your forgiveness.
Help us to learn and to work together. Help us to listen when we should
and to know the best words when we speak and when it is better not to speak.
We thank you for our friends Help us to be good friends this year.
Help us to be patient with ourselves and with others.
Bless our school and keep us safe. Be with us as we travel each day.
Help us to be aware of your love shown to us in the people around us.
Bless all those who care for us in school and at home.
Help us show our care for them and to say sorry when we need to.
May the Blessed Mother Mary protect us and help us to live as well as we can

Principal's Message

Hello everyone,

"People were designed for accomplishment,
engineered for success and endowed with the seeds of greatness." – Zig Ziglar

Wise words. I believe that every child has the potential to improve, to get an excellent education and to find a job that is right for them and makes them happy. This is part of our mission in the Catholic school system. Most importantly we strive to help our students grow into good, faithful Catholic citizens who respect and care for themselves and others and love God. My name is Rick Gavin and I am the new principal here at St. Raphael. I am very excited about being here. When I was appointed to St. Raphael everyone I spoke to, who had worked here, told me how much I would love the school, the staff, the students and the community. I was immediately struck with how knowledgeable and helpful the staff are. Whenever I thought of something that needed to be done, there was usually a staff member who was already doing it. The way the staff speak about their students demonstrates a great love of learning and of children. For a small staff they run so many sports and other activities. When I heard about the great breakfast and snack program here I was a little worried about all of the work that would be involved. I soon discovered that several staff, parents, grandparents and members of the Knights of Columbus had it well in hand. I quickly discovered what a great bunch of students we have here as well. I was greeted with smiles and handshakes by students and parents alike on the first day. Students were so friendly, happy and ready to learn. I asked for volunteers to help greet the kindergarten students in the morning and escort them to their classes. By recess my office was filled with grade 8 students. Now we have two or three students everyday who will be there in the morning to help our 59 kindergarten students get safely and securely from the Kiss & Ride area to their classes. In this way we can avoid the dangerous practice of parking and leaving cars in the Kiss & Ride and bus lanes. When I went looking for volunteers to help kindergarten students get on and off the bus I found that there was a group of grade 8 students who had already taken it upon themselves to do so. Our grade 8's are showing themselves to be true leaders in the school community! I have met many parents who take an active part in the school, volunteering in the classes, helping out in the breakfast and snack programs and working as student monitors.

This is my 23 year in education. I have taught students in every grade, worked as a special education teacher, an early literacy teacher, a vice principal in three different schools and now as a principal. I have loved every year that I have had the good fortune to work with students and highly trained, caring and motivated educators. I can already tell that this year is going to be another great one. I am looking forward to getting to know most of you over the next few years.

Rick Gavin

THE VIRTUE FOR SEPTEMBER IS FAITH

ST. RAPHAEL CATHOLIC ELEMENTARY SCHOOL MISSION STATEMENT

St. Raphael School provides an environment which fosters the gospel values enabling our students to maximize their potential to love, learn, work and serve as Jesus did.

St. Raphael Student Discipline Code

The Catholic school community is called to promote an environment which encourages students to develop their spiritual, intellectual, physical and social potential. Within this context, the school acknowledges the following rights and responsibilities for its students:

Rights:

- To be respected in both person and conscience as children of God.
- To learn in a safe, orderly and stimulating environment.
- To have access to the facilities and equipment of the school.
- To participate in any program offered by the teaching/support staff.
- To be conscientiously instructed by the teacher.

Responsibilities:

- To respect the person and the rights of all members of the school community.
- To give respect, obedience and cooperation to all persons in positions of responsibility in the school.
- To comply with all particular school expectations and regulations respecting student behaviour.
- To contribute positively to the Catholic community/beliefs of the school.
- To use language that is appropriate to their dignity as Christians.
- To adhere to the school dress code.
- To respect the property of the school at all times.
- To come prepared with materials required for full participation in learning.
- To participate fully in the religious life of the school; including liturgies, Religious Education program and the sacramental life of the church.
- To develop personal skills and talents to serve God, and thereby his/her neighbour.

In the classroom students are expected to:

- Participate in opening exercises respectfully.
- Take pride in the classroom.
- Refrain from rocking on chairs and chewing of candy or gum.
- Obtain permission to leave the classroom, library and the gym.
- Provide written permission from your parent/guardian to leave the school.
- Arrive at school between 8:30 a.m. and 8:40 a.m. and leave the school grounds by 3:15 p.m. unless supervised by a teacher.
- Abide by set procedures for both exit and entry.

Within the school building students are expected to:

- Walk quietly and on the right side of the hall.
- Avoid wandering throughout the building.
- Use the office telephone only for emergencies and/or with teacher permission.
- Respect the privacy of the staff room unless supervised by a teacher.

In the playground students are expected to:

- Stay within the school boundaries and designated play areas and away from the parking lot.
- Play in a safe and orderly manner.
- Refrain from throwing any projectiles, i.e. snow, gravel, rocks or sticks.
- Refrain from any physically aggressive activities/behaviours such as play fighting, wrestling, British bulldog, martial arts, etc.
- End play and line up immediately, in designated areas, when the bell rings.

The following equipment is not allowed at school:

Hard balls, ice hockey sticks, lacrosse sticks, bats (wooden or plastic), plastic or wooden sleds, skateboards, roller blades/skates, and any other items deemed unsafe.

Luncheon Rules:

Eating lunch at school is a privilege. Parents whose children constantly misbehave at lunch time may be asked to make other arrangements. At lunch time children are expected to exhibit appropriate table manners, act in a civilized manner, and follow the directions of the teachers and lunchroom supervisors in charge.

Indoor Recess Rules:

- Students should be seated at a desk or table.
- Students should do seatwork or an activity that is kept specifically for indoor recess time.
- Students must get permission from the teacher on duty to leave their seats.
- Students must be moderately quiet and well behaved.
- If desks need to be moved to accommodate specific games or activities, this should be done under the supervision of the classroom teacher before they leave the room.

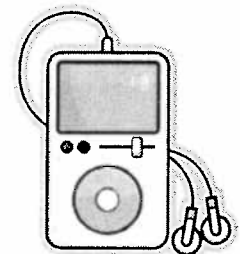
**SCHOOL POLICY ON THE USE OF PERSONAL ELECTRONIC DEVICES
(PEDs) by Students on School Property**

To promote respect for the dignity of all members of our school community and to enhance student achievement and safety, the use of a PED is strictly prohibited in the school or during school related activities (such as retreats, field trips, sports events, etc.).




Failure to comply with this policy may result in the confiscation of the PED and/or disciplinary action as outlined in the Catholic Code of Conduct 2001. The school and the Dufferin-Peel Catholic District School Board assume no responsibility for the loss, recovery, repair or replacement for any PED brought onto school property.

It is the policy of the Dufferin-Peel Catholic District School Board that PEDs are to be kept out-of-sight, turned off and not used within school premises or during school sanctioned events. To prevent the loss or damage of PEDs, the school encourages students to leave their PEDs at home.



School Hours



START 8:45 a.m.
RECESS 10:05 –10:20
LUNCH 11:45 –12:45
RECESS 2:05-2:20
DISMISSAL 3:15 p.m.

Visitors To The School

For safety reasons, we are reminding the school community that all visitors must report to the office and sign in. Please do not go into the yard or to your child's classroom without signing in first. In order to avoid interruption of the teacher's instructional program, we prefer to call the children down to the office.

Remember – to your child you are the parent...to the other students you are a stranger. So once again, please report to the office first and sign in.

Student Attendance Verification



Daily attendance and punctuality are very important. If your child is going to be late or absent from school please inform the office by calling or leaving a message at the attendance line (**905-677-1038 option 1**). Messages can be left on the school attendance line at any time. **Your child's safe arrival to school is imperative and must be verified by the office.**

Students Must Sign In Or Out When

- They are late arriving to school in the morning or afternoon
- They are being picked up by parents/guardians for appointments, etc.



IF A STUDENT HAS A NOTE SIGNED AND DATED BY THEIR PARENT/GUARDIAN INDICATING THE REASON FOR THEIR LATENESS OR EARLY DISMISSAL, THEY SHOULD GIVE IT TO THEIR TEACHER TO KEEP ON FILE.

No student is to be dismissed directly from their classroom by teachers or picked up at the classroom by parents/guardians. ALL MUST COME TO THE OFFICE AND SIGN IN OR OUT.

Reorganization of Classes

As each school year begins, reorganization of classes due to enrolment **may** be necessary. If we must reorganize classes, please be assured that we will do so with the interest of your child foremost in our minds. We will inform you in the event that any class reorganization is required. Your patience and cooperation is appreciated.

Supervision of the School Yard

Supervision in the school yard begins at 8:30 a.m. **Please do not drop your children off at school prior to that time as they will not be supervised.**

Home School Communication

We will be happy to communicate with you and to meet with you at a mutually convenient time. Unfortunately we cannot take time out of the school day to talk with parents who simply drop in. We don't want to appear rude and yet we cannot interrupt the very important work that is going on in the classroom. If you wish to speak with a teacher, please telephone the school and leave a message.

We also ask your consideration in NOT dropping in to classes unannounced during school hours. If your child is late and you are bringing him/her to school, or if you come to school to meet your child or to pick him/her up for an appointment we respectfully request that you check in at the office and **SIGN your child IN or OUT.**

Staying In During Recess

Under ordinary circumstances, if a child is not well enough to go outside for recess he/she is not well enough to be in school and should be kept at home.

We have no facilities for children who are ill nor do we have the proper supervision.

Delivering Lunches



Before your child comes to school in the morning, please advise him/her that you will be delivering their lunch to our school lunch table which is located in the front foyer of the school. Write his/her name and the teacher's name on the lunch bag. Your child may come down during his/her lunch period to pick it up with minimal disruption to the class. **We will not be calling classes regarding lunches before 11:45 am.**

Thank you for your cooperation!

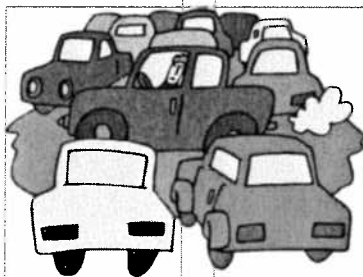


Phone Messages For Students

In order to minimize disruptions, we do not relay phone messages to students, **except in case of an emergency**, in which case the student is brought to the office and given the message. We trust you will understand the need for this policy.

St. Raphael School is an Idle-Free Zone

Parents, this is just a reminder that the school parking lot is an idle-free zone. Engine idling creates dangerous fumes, which impact the development of children's lungs. In order to keep our school zone a safe and healthy place for students and staff, we ask that you please turn off your engine if you drop off or pick up your children at any time this year. Ten seconds of idling burns more fuel and is harder on your engine than turning your key and restarting when you are ready to go. Please turn off your engine if you are waiting for 10 seconds or longer. Thanks for your co-operation. The safety of your children is our primary concern.



Parking / Kiss 'N Ride

We will continue using the system from last year for dropping children off in the morning if they aren't coming by bus. This can be a safe and effective way of allowing children to enter the school property providing that it is used properly. Please follow the arrows in the driveway up to the unloading area. When you stop at the unloading area, your children can then exit the car safely.

Please do not let your child get out of the car before you arrive at the unloading area – having a child walk across the parking lot full of moving cars would be extremely dangerous. Also please do not park your car in the Kiss 'N Ride or bus lanes and leave your vehicle. This forces other cars to move around your car in unpredictable and often dangerous ways.

Fire Evacuation and Lockdown Policy

We have a detailed fire/emergency evacuation policy. We will be practicing evacuation procedures many times over the course of the school year.



REMINDER

Students must wear shoes in the school building at all times. If the fire alarm goes off, students will not be permitted to stop to put on shoes, coats, hats, etc. Their safety is our first priority. Please ensure that your child has an extra pair of shoes at school during the winter months.

Student Accident Insurance Forms

As required by the Education Act and the Ministry of Education, the Dufferin-Peel Catholic District School Board annually provides parents with information about cost-effective student accident insurance coverage via student courier. Although enrolment is voluntary, the School Board encourages parents to take advantage of the inexpensive insurance coverage, especially if their child/children participate in sports, excursions/field trips, or, if parents do not have dental insurance coverage. Enrolment is required in writing -- there are two options for enrolment:

1) Complete the traditional form and mail it in

Newsletters

Newsletters are meant to serve as a means of communication between home and school. They will inform you about various school activities, programs, routines, reminders and so forth. Please take the time to read each issue.



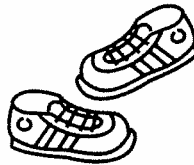
Dress Code

It is not our intention to assume your responsibility for determining appropriate grooming and dress for your children. At the same time, there is an expectation that all students be clean, neat and appropriately dressed. Students should dress in a manner conducive to good behaviour and to the creation of a good educational atmosphere in the school.



We ask for your continued support for a dress code which reflects the school as a place for serious work, accompanied by standards of sensitivity.

Indoor Footwear



Students are expected to wear shoes in the school building at all times. If the fire alarm is sounded, students will not be permitted to stop to put on shoes, clothing articles, etc. Please ensure that your child has an extra pair of shoes at school, to keep their feet dry and warm during wet and/or snowy weather. A change of clothing stored in a child's backpack, may also be a good idea. Student health and safety is a priority.

Moving?

If you are planning to move out of the St. Raphael school area or change address within our boundaries, please let the office know as soon as possible.



Please keep us informed of any address, phone number or medical changes for your children. It is of the utmost importance that our records be kept up to date. If your child should become ill or hurt, we must have accurate contact information.

Leaving School Property For Lunch

On a regular basis our teachers receive notes from parents giving students permission to leave school property at lunch time to either go home for lunch, go to a friend's or go out to purchase their lunch. This makes it extremely difficult to keep track of who is at school and who is not. Also, it is very time consuming for teachers. These requests received once in awhile are fine, but on an ongoing and almost daily basis makes them difficult to manage.

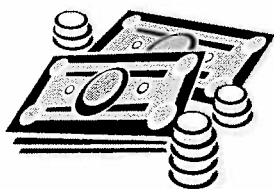
If your children are bussed to school they should remain at the school for the duration of the school day and should not leave school property. Students that remain at school are supervised by their teachers. Those who go elsewhere are not, and are on their own.

For safety reasons, my strong preference is that students stay on site during the entire school day.

Students that for some reason or other, once in awhile have to leave the school building during school hours must have a note dated and signed by their parents/guardians.

VERBAL PERMISSION IS NEVER ACCEPTABLE.

Having said all of the above, could you please complete the attached Lunch Agreement form and have your son/daughter return it to his/her teacher by **Friday, September 23, 2012**. These forms will be kept on file for the duration of the 2011-2012 school year.



Toonies For Terry

This September we will be hosting our Annual Terry Fox Fundraising Event. We are encouraging each student to

bring in a "TOONIE FOR TERRY".

We will provide students with information about Terry's Marathon of Hope story, and students will also integrate physical activity into their day to foster increased physical participation and to commemorate Terry Fox and his dream. As per Terry's wishes, no one is turned away from a Terry Fox event. If students do not make a donation, they will still participate. These challenges go a long way, not only raising more money for the cause, but also for building school spirit. Every dollar makes a positive



School Picture Day

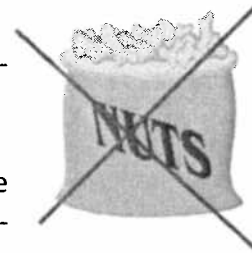
Individual student and class pictures will be taken on :

Thursday, September 29

Nut Allergies

We have a number of children in our school who have severe life threatening allergic reactions to nuts, peanuts, peanut butter, peanut butter oils and any peanut by-products.

We need your cooperation! We do not want to put any child at risk, therefore, we are making the following request: PEANUTS, PEANUT BUTTER, PEANUT OILS AND ANY PEANUT BY PRODUCTS ARE NOT TO BE BROUGHT INTO THE SCHOOL.



Remember... please do not include Peanut butter or Nutella in your child's lunch or have him/her bring any candy/cookies that contain peanuts or peanut by-products. Even the smell of peanuts can bring on a severe attack.

Thank you in advance for your support, cooperation and understanding regarding this matter.



Bringing of Food To Share

As per Board Policy, students/parents are not to bring food to school to share with others. This includes school treats for parties. If you must send something for your child to share on

special occasions, you may send small non-food items like stickers or pencils.

Distribution of Medication

Should you require that the school store medication for your child during the school day, then please contact the office. There are forms that need to be completed by you and your doctor.



IF YOUR CHILD HAS LIFE THREATENING ALLERGIC REACTIONS, CONTACT US IMMEDIATELY – WE NEED TO KNOW.

Mandatory Immunization

The Peel Regional Health Unit asks that schools gather immunization records when registering students. Children who are not appropriately immunized may be suspended from school by the "Office of the Medical Health Officer".



Excursions and Field Trips

Educational trips, which extend learning opportunities in curriculum areas, do take place. Teachers need to follow appropriate Board procedures. A limited number of trips may be planned by teachers. BY LAW the school must have on file permission forms, which must be signed by the parents/guardians.

If on the day of the excursion, your child did not return his/her form, and the parents/guardians cannot come into the school to sign the permission forms, the student will remain at the school.

**Verbal Telephone Permission
Is Never Acceptable.**

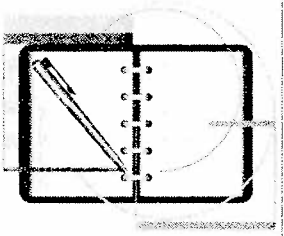
Students will be reminded by their teachers about this policy prior to the trip taking place.

Catholic School Council Elections

It is our pleasure to invite all parents to consider being a member of our school council. Please note that our Catholic School Council can be comprised of parents, a teaching member of our staff, as well as, an appointed parish community representative. The aim of the School Council is to support school activities and students through involvement and fundraising. If you are interested in being a member, please visit the office to pick up your nomination forms.

Student Agenda and School Work Responsibilities

All students in Kindergarten to Grade 8 will receive a Student Agenda. **The cost of each Agenda is \$6.00.**



The assigning and completion of homework is a cooperative endeavor of parents, students and teachers. Therefore, parents should be aware of, assist with, and monitor student's homework.

One of the life skills that students need to learn is that they are responsible for their actions, their learning and accept appropriate consequences when assigned tasks are not completed. There are timelines; therefore, they must assume responsibility for monitoring their assignments to ensure that they are completed and on time. The teacher's task is to teach, monitor and adjust student program and give assistance to those students experiencing difficulties.

Students have a right to be in school. They have a right to be taught and to feel safe. Along with those rights they have certain responsibilities. It is their responsibility to complete all assigned tasks and to seek assistance if encountering difficulties. Students who continuously come to school unprepared and with work not completed are disrupting the learning of others in the classroom.

Teachers will monitor organizers/planners to ensure that students enter their homework, assigned tasks, etc. in the appropriate place. It is the student's responsibility to fill in their agendas to present to teachers to check. Teacher assistance will vary according to age and ability.

You will be informed by letter/phone if your child continuously arrives at school with work not completed.

Our expectations are simple. Students are expected to:

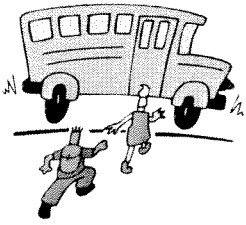
- **Be prepared for classes with appropriate books, equipment and materials.**
- **Follow routines as established by the school and classroom teachers.**
- **Participate fully in class activities, ask for help when experiencing difficulties or when work or assignments are not fully understood.**
- **Complete all assignments on time.**
- **Prepare for all tests, quizzes, etc.**
- **Keep notes and assignments up-to-date.**

Student Use Of School Materials



The school will provide your child with the regular school materials such as pens, pencils, workbooks and textbooks. Therefore, it is not necessary that you purchase any such materials. However, it is important that children learn to make proper use of these materials and with this in mind, your child's teacher will explain our expectations about this matter to the children.

One of our expectations is that students will be responsible for the replacement of lost books or damaged materials including texts or library books, both of which are quite expensive.



Weather Cancellations

During the winter months, inclement weather and/or poor road conditions may cause the disruption of bus transportation and regular school operations. In these cases, parents/guardians should develop alternate care/transportation arrangements.

A decision to cancel bus transportation and/or to close schools is made by 6:00 a.m. Decisions are based on several factors including precipitation, air temperature and road conditions. A decision to cancel bus transportation may be system wide (where all buses in Dufferin County and the Region of Peel are cancelled) or municipality specific (where buses in one or more municipalities are cancelled). If buses are cancelled in the morning, they will not operate in the afternoon. Therefore students transported to school by parents require the same transportation home.

Notification

Parents/guardians and students are asked to monitor the following radio/television stations after 6:00 a.m. to receive bus cancellation/school closure information.

Radio:

CKFM 99.9	CHUM 1050
CJCL 590	CJBC (FR) 860 AM
CHFI 98.1	CJEZ EZ ROCK 97.3
CFTR 680	CFRB 1010
FOXY 88.5 FM	Z103.5 The Weather Network
CFNY 102.1	CHIN 100.7 FM / 1540 AM
93.1 FM	CJMR/CHOW 1250
102.7 FM (Caledon)	

Television:

CFTO
Global
CP 24
CBC

A bus cancellation and/or school closure message will also be available online at www.dpcdsb.org or by calling 905-890-1221. Make sure the radio announcement is for the Dufferin-Peel Catholic District School Board. If transportation is cancelled, the schools will remain open except under extraordinary circumstance.

If buses are cancelled and parents or guardians bring their children to school, they are also responsible for picking them up at the end of the day.

Courtesy Transportation

Courtesy Transportation is assigned on an annual basis. Requests for courtesy transportation must be submitted to the school, by the parent/guardian each year, using the Courtesy Transportation Request Form. Forms are available at the school office starting on the last week of September.

A Courtesy seat may be granted if all of the following conditions are met. A seat is available on the bus, and the bus stop already exists in the current school year. The school principal will assign students to courtesy seats taking into consideration the following conditions: student age; younger siblings, distance from home to school; date and time request was received; and enrolment stability. The school will inform the parent/guardian when a seat has been granted after the parent/guardian has signed the Courtesy Seat Form. During the school year, courtesy transportation may be withdrawn at any time for any of the following conditions: seating is required for eligible students; altering the route is necessary; and student behavior is unacceptable.

St. Raphael Catholic Elementary
3470 Clara Drive, Mississauga, ON L4T 2C7,
(905) 677-1038 Fax (905) 677-1432

September 2011

LUNCH HOUR ARRANGEMENTS - AN AGREEMENT

We are once again requesting your assistance in clarifying expectations and responsibilities with respect to provision of pupil supervision over the lunch hour (11:45AM - 12:45PM).

The intent is not to force students to eat lunch at school, nor is it to remove this privilege from students who, for various reasons, must remain at school during this time.

Please discuss lunch hour arrangements with your son or/and daughter. If you have the expectation that noon hour supervision is provided, just let us know by completing and returning the lower portion.

Sincerely,

R. Gavin
Principal

I eat lunch at the school and remain in the supervised school area throughout the lunch hour. Student may leave the school area to go home for lunch only with written permission from parent/guardian.

Signature of Pupil

Signature of Parent/Guardian

I do NOT eat lunch at school and have made other arrangements with my parent's/guardian's knowledge.

Signature of Pupil

Signature of Parent/Guardian



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WALKING PERMISSION FORM

At various times throughout the school year, teachers and students extend learning in the classroom to take in the local community. Some examples of these mini excursions are:

- Walking excursions to local sites.
- School Programs offered at an alternate school site.
- Extra-curricular activities which do not involve vehicular transit.
- All School Masses at Our Lady of the Airways Church.

On each occasion, students will be under the general supervision of the classroom teacher and supervisors.

Sincerely,

R. Gavin
Principal

I give permission for my son/daughter _____
to participate in walking excursions in the neighbourhood of the school
during the school year 2011-2012.

Signature of Parent/Guardian: _____



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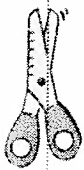
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Media Authorization and Release

St. Raphael School makes use of student photographs, videos and digital presentations for both classroom instruction and for the promotion of various academic activities: photographs of our sports teams; digital presentations used for end of the year graduation ceremony; digital presentations used for celebrations and masses....

These images of your child may only be included if you have signed and returned the bottom portion of this letter.

This consent shall be continuing consent with no limitations or reservations, excepting those stated above.



I, _____, the Parent/Guardian of _____ consent to this Authorization and Release.

Parent/Guardian Signature: _____

Date: _____

DUFFERIN-PEEL CATHOLIC DISTRICT SCHOOL BOARD

STUDENT EMERGENCY AND EARLY DISMISSAL CONSENT FORM

Elementary
School Name School Year

PARENT/GUARDIAN INFORMATION

Family Name

Father/Guardian

Mother/Guardian

.....
(Name)

.....
(Name)

.....
(Address)

.....
(Address)

.....
Phone No. (Res.) ()

.....
Phone No. (Bus.) ()

.....
Other Language (If English not understood)

STUDENT INFORMATION

Name of Child(ren)	Birth Date	Grade/Class	Health Card No.
1).....
2).....
3).....
4).....

CONTACT CONSENT AND INFORMATION

IF MY CHILD(REN) WHO ARRIVES BY BUS OR WALKING MUST BE SENT HOME DUE TO INCLEMENT WEATHER OR ANY OTHER APPROVED REASON, AND IF I CANNOT BE REACHED BY TELEPHONE, I AUTHORIZE THE PRINCIPAL OR DESIGNATE TO DIRECT THE CHILD(REN) TO THE RESIDENT OF THE FOLLOWING CONTACT (UPON CONTACTING HIM/HER TO CONFIRM THAT HE/SHE IS AT THE RESIDENCE):

Contact Name
Surname First Name Relationship

Phone No: ()

Address:

SIGNATURE

.....
Signature of Parent/Guardian

.....
Date

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2011-2012 School Year Calendar

First day of classes elementary and secondary schools	Tuesday, September 6, 2011
Last day of classes Semester 1 Secondary (Semester Schools Only)	Tuesday, January 24, 2012
First Day of classes Semester 2 Secondary (Semester Schools Only)	Friday, February 3, 2012
School Year ends Elementary and Secondary Schools	Friday, June 29, 2012
Number of school days for the 2011 – 2012 school year	194
Number of Instructional Days in Elementary Schools	188
Number of Instructional Days in Secondary Schools	188
Number of Professional Activity Days in Elementary Schools	6
Number of Professional Activity Days in Secondary Schools	6

► School Holidays for the 2011-2012 School Year

Every Saturday and Sunday	
Labour Day	Monday, September 5, 2011
Thanksgiving Day	Monday, October 10, 2011
Christmas Break (inclusive)	Monday, December 26, 2011 to Friday, January 6, 2012
Family Day	Monday, February 20, 2012
Mid-Winter Break	Monday, March 12, 2012 to Friday, March 16, 2012 (inclusive)
Good Friday	Friday, April 6, 2012
Easter Monday	Monday, April 9, 2012
Victoria Day	Monday, May 21, 2012

► Elementary Schools – Professional Activity Days

1. Friday, September 16, 2011	Principal's Day: Re-organization/Faith Development/Prov. Priorities
2. Friday, November 18, 2011	Provincial Priorities and Faith Development
3. Monday, January 16, 2012	Term 1 Assessment and Evaluation of Pupil Progress
4. Friday, February 3, 2012	Reporting to Parents on Evaluation and Pupil Progress
5. Friday, May 11, 2012	Provincial Priorities and Faith Development
6. Monday, June 11, 2012	Term 2 Assessment and Evaluation of Pupil Progress

St. Sofia Only

1. Friday, November 18, 2011	Provincial Priorities and Faith Development
2. Monday, January 16, 2012	Term 1 Assessment and Evaluation of Pupil Progress
3. Friday, February 3, 2012	Reporting to Parents on Evaluation and Pupil Progress
4. Friday, April 13, 2012	Principals Day: Curriculum and Faith
5. Friday, May 11, 2012	Provincial Priorities and Faith Development
6. Monday, June 11, 2012	Term 2 Assessment and Evaluation of Pupil Progress

► Secondary Schools – Professional Activity Days

1. Friday, September 16, 2011	Provincial Priorities and Faith Development
2. Friday, November 18, 2011	Provincial Priorities and Faith Development
3. Thursday, February 2, 2012	Principal's Day: Semester Turnaround
4. Wednesday, June 27, 2012	*Principal's Day: Year End Reporting and Activities
5. Thursday, June 28, 2012	*Principal's Day: Year End Reporting and Activities
6. Friday, June 29, 2012	*Principal's Day: Year End Reporting and Activities

*Semester and year end evaluations and school wide promotion meetings; contact parents with summer school recommendations, OSR and report card preparation; inventory management of books, equipment, learning materials; curriculum development for new course outlines; goal setting for the upcoming school year.

► Secondary Schools – Examination Days

Semester 1: January 25, 26, 27, 30, 31, 2012
Semester 2: June 19, 20, 21, 22, 25, 2012

September 2011

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1	2	3	4
5	6 SCHOOL STARTS	7	8	9	10	11
12	13	14	15	16 PA DAY (No School)	17	18
19	20	21	22	23 FORMS DUE: -Lunch Hour -Walking Permission -Media Authorization -Emergency/Early Dismissal	24	25
26 Bus Courtesy Form Available in the Office	27 Open House (separate letter with more info to follow)	28	29 PICTURE DAY	30		