

ST. VALENTINE SCHOOL

REFERENCE CARD 2007/08

ST. VALENTINE

5610 Heatherleigh Ave.

Miss., On L5V 2V7

Phone (905) 890-0909

Fax (905) 890-6868

Principal	L. Dalia
Vice-Principal	S. Hummel
Secretary	F. Dodgson
Secretary	M. Zammit

Superintendent L. Kazimowicz
905-890-1221

Trustee L.D. Rosario
905-890-1221

Parish Corner

St. Francis Xavier Church

5650 Mavis Rd.

Miss., On L5V 2N6

Phone (905) 890-5290

Pastor Mon. T. F. D'Souza

Mrs. H. D'Souza
Admin. Assistant

School Hours

Morning Entry	8:30
A.M. Recess	10:00
A.M. Kindergarten	
Dismissal	11:00
Lunch Dismissal	11:30
Afternoon Entry	12:30
P.M. Recess	1:55
Afternoon Dismissal	3:00

Office Hours

8:00 am – 4:00 pm

Emergency Contact

We require on file the name and telephone number of a person to call should we be unable to contact you in the event of an emergency. Your child should know and feel

in the event of an emergency. Your child should be comfortable with that person should they need to fill in for you temporarily. Please complete the Emergency Contact Form.

Student Absences/Lates

Please use our 24-hour answering service to inform the school of late or absent students.

Phone (905) 890-0909

Punctuality at school is important for all students. If a pattern of unexcused lateness becomes apparent consequences will follow.

Sign Out Book

Should you need to pick up your child during school hours we request that children be signed out in the school office. This helps us to ensure the welfare of your child at all times. It would also be helpful to notify the teacher in writing.

Moving

Please notify the school in advance if you are moving in order to prepare the necessary records.

School Holidays/PA Days

There will be no classes on the following days:

Sept. 28	P.A. Day
Oct. 8	Thanksgiving
Nov. 7	P.A. Day
Nov. 19	P.A. Day
Dec. 7	P.A. Day
Dec. 24-Jan, 4	Christmas Break
Jan. 30	P.A. Day
Mar 7	P.A. Day
Mar. 10-14	Winter Break
Mar. 21	Good Friday
Mar. 24	Easter Monday
May 19	Victoria Day

Early Release Days

Thursday, October 18

Thursday, February 7

Thursday, April 24

Incident Weather Procedures

If school or transportation is cancelled due to poor weather conditions, this information will be announced by the following radio stations as listed below.

**CFRB CBC CHUM CFTR
CKFM CHWO CHIN CJCL
CFNY CHAY CKHW CJMR**

This normally occurs before school begins. In the event the school is open but bus services are cancelled in the morning, children will not be picked up after school by the school bus. **If you drive your child to school when bus services are cancelled it will be your responsibility to pick up your child at the end of the day.** If conditions deteriorate and require an early school dismissal, parents and/or the emergency contact will be contacted using the Student Verification Sheet. It is vital that these sheets be accurate and current.

Evacuation of School

If an emergency requires the evacuation of the whole school population students and teachers will walk to -

St. Francis of Xavier Church

Phone (905) 890-5290

Parents will be informed as soon as possible as to the safety and whereabouts of their children.

Evaluation and Reporting

Formal reporting will take place once per term during the months of December, March and June. Student achievement will be shared with parents on a regular and continuing basis, through arranged meetings, telephone conversations, notes and assigned student work. If you have questions or concerns at any time during the school year, please do not hesitate to contact your child's teacher.

Physical Education

Physical education is a compulsory subject. It is important for the purpose of hygiene that children from Grades 4-8 bring a change of clothes, including shorts, top and running shoes. As a safety standard, running shoes are mandatory in the gym and we ask parents to purchase shoes with light coloured, non-scuff soles. Students may be excused from taking classes only by providing a note from a doctor or from a parent in case of health problems.

Order forms for school gym uniforms will be distributed in the fall.

Dress Code

To ensure that children are properly attired for all weather conditions, we ask parents to monitor what their children wear to school. It is our expectation that a standard of neatness, modesty and good taste in dress is upheld. For more specific information please refer to the code of conduct.

Medication

On occasion, the school is asked to store and/or give medication to students.

A completed form must accompany each request for medication to be stored and given out by the school personnel. It is the prerogative of the Principal to decide whether or not medication will be stored or given out and may establish such conditions as are deemed necessary regarding any specific request.

Storage of Medication Forms can be picked up in the office.

Illness and Accidents

During the course of a school day, a child may become ill or suffer an accident. In such events our first action is to call the parent. If we cannot reach you we will contact the emergency contact.

Traffic

In order to provide a safe environment for our students, parents and visitors are asked to obey

requests made by the school.

PLEASE DO NOT BLOCK THE KISS AND RIDE ZONE AND AREAS THAT WOULD HINDER THE MOVEMENT OF SCHOOL BUSES AND CARS. Cars cannot be left in the lanes at any time.

Kiss and Ride

This is set up only for the morning a.m. drop off. Please follow the designated set up outlined for St. Valentine School. If you are picking up your child after school please park your car on the street and walk your child to the parked car and for older children, they are encouraged to use the appropriate walkways to meet you. This also applies to Kindergarten pick up and drop off.

For additional information please refer to the memo sent home detailing procedures to follow.

Allergy Alert

There are a number of students in our school who suffer from severe allergic reactions. Please check with your child's teacher before sending any food for the class to share.

Service Programs

We run a Wednesday Pizza Day each week. We also have a Milk and Juice Program. Details will be sent home early September.

Communication

A monthly Newsletter is sent home with the youngest or only child in the family to update and inform you of school events. Special notes or Board information is sent home as required.

Visitors

All visitors are asked to report to the office to sign in. The school is a busy place and we have many visitors/parents dropping in for a variety of reasons. To ensure we maintain the integrity of the classroom program by avoiding interruptions and for the safety of our students, all visitors/parents must report to the office.

Volunteers

Volunteers play an important role in our school. Many activities would not be possible without their help. We would encourage your involvement and welcome your support. Please be sure to complete a Volunteer Form. All volunteers must submit a Criminal Reference Check, these forms can be obtained from the school office.

School Advisory Council

All parents are encouraged to come out to meetings and participate. You do not have to be an executive member of the council to attend meetings.

Information concerning the elections will be forthcoming and nomination forms are available in the office the second week of September and will be due by the end of the 3rd week of September. If elections are required they will be held on Monday, September 27th and the first School Council Meeting will be held on Wednesday, October 6th to determine the Chair and other offices.

Day Care

Family Day Care Services provides daycare for St. Valentine students before and after school. For information regarding this program please call Sue Holder, Supervisor at (905) 712-3737 or the main office (416) 922-3434.

Liturgical Celebrations

Please refer to our monthly newsletters for dates and times for our Liturgical Celebrations. You are most welcome to attend our school celebrations.

Open House

Thursday September, 20, 2007

6:30 p.m. - 7:30 p.m.

Be sure to mark this date on your calendar.

