



We trust that you are as excited about the upcoming school year as we are at Valley Gardens Middle School. This letter will outline some information that will be important as you prepare for the start of another school year. We have tried to be as detailed as possible in this letter so that our expectations are clear for both students and parents.

## SCHOOL STARTUP:

All students start school on **Wednesday, September 4, 2019**, which is **Day 2** on the school calendar.

- **Grade 6** students report to the gymnasium Wednesday, September 4, 2019 at **8:30 a.m.**
- **Grade 7** students report to the gymnasium Wednesday, September 4, 2019 at **10:30 a.m.**
- **Grade 8** students report to the gymnasium Wednesday, September 4, 2019 at **12:20 p.m.**

**\*\*\* Regular lunch @ 11:20 a.m. – 12:15 p.m. \*\*\***

**\*\*\* All students will be dismissed at the regular time, which is 3:10 p.m. \*\*\***

## IMPORTANT DATES:

These dates are available on our website at [www.vg.retsd.mb.ca](http://www.vg.retsd.mb.ca)

- ❖ August 26 – School office opens for the new school year
- ❖ September 4 – Student fees are \$40.00 per student and due on the first day of regular classes.
  - Band/Guitar students will be required to pay an additional fee of \$30.00.
  - A yearbook (optional) is available for \$25.00 which can also be paid at this time or any time before April 15, 2020 (yearbooks for 2018/2019 school year will be available in late September or early October).
- ❖ September 6 – Free student BBQ @ lunch (hot dog, chips & drink)
- ❖ September 20 – Terry Fox Activity Day (alt. September 27<sup>th</sup>)
- ❖ September 25 – Picture Day (information about school photos will be handed out early in September)
- ❖ October 4 – Professional Development day – No school for students
- ❖ October 9 – Early dismissal @ 2:25 p.m.
- ❖ October 14 – Thanksgiving (No school)
- ❖ October 24 – Meet the Teacher/Expo
- ❖ October 25 – Professional Development day – No school for students

## REMINDERS:

**SUPPLY LISTS** – Attached and also available on the school website.

**PARKING LOT** – The parking lot is off limits to VG student drop off and pick up due to school buses, staff and daycare children entering the parking lot at this time. Please drop your student off on Antrim Rd. near Louelda Street or London Street. Another ideal drop off location is on Reay Crescent. Thank you for considering the safety of our students.

**STUDENT ARRIVAL and DEPARTURE** - Unless students are involved in a planned activity with school staff they should arrive at school no earlier than 8:15 a.m. The front doors of the school will be open at 8:30 a.m. in conjunction with the opening bell. Students should leave the school property within 10 minutes of the completion of classes at 3:10 p.m. unless involved in an extra-curricular activity. Supervision is provided for the period indicated above, that being 8:15 a.m. to 3:20 p.m. The only exception would be the supervision provided by the staff as part of an extra-curricular activity or a specific request by staff to remain at school.

**CALLBACK SYSTEM** – We will continue to communicate absences to parents after the morning and afternoon attendance. We would ask parents to contact the school prior to the start of the school day with respect to excused absences. **There is a 24-hour answering machine for your convenience** or you may contact us through an email to [vg@retsd.mb.ca](mailto:vg@retsd.mb.ca). Your co-operation will assist us in maintaining an efficient and accurate system, which has a direct impact on student safety.

**E-MAIL CONTACT INFORMATION** – If you haven't already done so, please provide the school with an e-mail address. Our primary form of communication is by e-mail. As well, RETSD plans to use email addresses as user names for the Parent Portal in the fall of 2019. Please update as necessary.

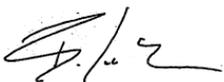
**LATES** - We strongly encourage students arrive to school on time to minimize the disruption to teaching and learning during the school day. Students are asked to be seated in their Den when the bell sounds at 8:40 a.m. and 12:20 p.m. Frequent late arrivals will result in a loss of privileges or in creating a necessity to make up time.

**LUNCH** - Students who reside more than 1 km from school or if they are involved in a pre-arranged activity during the lunch hour are welcome to stay for lunch. Students staying for lunch will be required to eat in a designated classroom supervised by school staff. Students will remain in that area for the first part of the lunch hour and then join an activity within the school or proceed outside for the remainder of the lunch period. The canteen will be open from 11:20 to 11:35 a.m. each day beginning in early October. Students who stay for lunch and leave the building after eating are expected to remain on the school property where there will be supervision by school staff. Any lunch student leaving the property would create a potentially unsafe situation as they would do so with no adult supervision. We would remind students that staying at school for lunch is a privilege that may be revoked for those students who are unable to follow the lunch expectations.

**MESSAGES** – The office phone should only be used when necessary. Please try to make all necessary arrangements before school. Classes will **not** be interrupted for students to accept phone calls. Calls will be returned during lunch and after school.

In closing, thank you for your anticipated support as we strive to create an excellent school experience for your child. Your attention to the information included in this letter will further enhance our ability to safely and effectively program in the best interest of all of our students. We are looking forward to a great school year.

Sincerely,



Mr. B. Locken, Principal



Mr. S. Harmacy, Vice-Principal