



McCaig Elementary

501 Northcote
Rosemère (Québec) J7A 1Y1
T 450 621-6111
F 450 621-6044
mccaig.schoolqc.ca

AN ENGLISH
EDUCATION,
A BILINGUAL
FUTURE

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EN ANGLAIS,
UN AVENIR
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COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD
www.swlauriersb.qc.ca



August, 18th, 2017

Dear Parent(s),

We hope you have been enjoying a restful summer with your family prior to the start of the 2017-18 school year at McCaig Elementary. In preparation for a positive start to the new school year, we would like to highlight a few important points of information.

McCaig has undergone a couple of **changes** over the summer. I am very pleased to announce that two new 8 seat swing sets have been installed for the children and the schoolyard has been cleaned and refurbished (woodchips and repairs to existing structures etc.). In addition, new blinds have been added to the classrooms. Lastly, new this year McCaig will offer **Pre-K** services for parents. As of September 2017 we will be housing Rosemère Pre-K at our school. For all inquiries please do not hesitate to call Mrs. Carla Arrage, coordinator of the Rosemère Pre-K, at 450-621-1494.

Please note that "**Picture Day**" at school for K, 1-2-3 will be held on Tuesday October 24th. Grades 4-5-6 will have their pictures taken the next day, on October 25th. Grad pictures for grade six students will be taken in April. Information regarding the grad photos will be sent to you at that time.

As was the case last year we will be providing parents the opportunity to purchase **gym uniforms**, as well as a number of other garments, with the school logo and crest on them. We will send out a parent memo with all the details in the very near future.

McCaig will continue to offer a full-lunch **catering service** for the 2017-18 school year. However, there will be no catering service during the first two weeks of school. Therefore, please send your child with a lunch until the service begins. Please be reminded that even if you order a lunch from the caterer for your child you must send them to school with a snack for recess. The name of the food provider is "Piccola Gioia". We will send out more information regarding their services very soon. In the meantime, you can visit their website at: (www.piccolagioia.com). The password for McCaig is *lunchtime*.

We are continuing with our efforts to make McCaig a 'greener' place this year and ask that everyone work together to make this effort a success. **Green schools** protect the environment, keep teachers and students healthy, and promote environmental literacy - a triple bottom line! We will be continuing with our recycling program which is focused on educating and encouraging students to participate in making McCaig a positive example of environmental responsibility. Much of our waste is created during the school lunch hour. We ask that re-usable containers and utensils be used to reduce waste and that our green goal be kept in mind while making choices about what is included in your child's lunch box. Our student Green Brigade will, once again this year, be leading the way towards making McCaig a "greener" school.

As of August 21st, you will be able to access the exact **transportation information** for your child by clicking on the "Back to School" button on the SWLSB website (www.swlauriersb.qc.ca). You will need the following to access the information:

- 1) Student file number
- 2) Your postal code
- 3) Your email address

For information regarding our **Daycare** services, please contact Mrs. Pat Gilmour by phone at 450-621-6111 x6116 or email: (pgilmour@swlauriersb.qc.ca).

Our **General Assembly** to elect the Governing Board parents, TFOMES and PPO is at 6:00 p.m. on September 7th. **Curriculum Night** will also be held on this night starting at 7:00 p.m. For Curriculum Night, two sessions will be offered so that parents can meet their child's homeroom teacher (7:00 p.m. or 7:45 p.m.). At 8:30 p.m., parents will have an opportunity to meet teachers other than their child's homeroom teacher.

Since McCaig has several children that react to different food allergens, its Governing Board passed a resolution that McCaig be a **NUT and PEANUT free School**. To assist in promoting awareness throughout the School community, an Allergy Awareness Committee was created in September 2015. This committee is composed of parents from the PPO. More info to follow!

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DROP-OFF ZONE

We would sincerely appreciate your adherence to the following:

In the morning, parking is prohibited in the "Drop-Off Zone". The DROP-OFF ZONE is a very busy area. Parents are asked to stop, allow their child to safely disembark the vehicle onto the sidewalk and then move on. Parents are not permitted to drop their child off at the front door of the school or in the bus zone after 8:30 a.m. Should it become necessary to give last minute instructions to your child or you desire to walk him/her to the gate etc., please park your car in the Rosemère High school parking lot, along the street or in a designated area—not in the "Drop-Off Zone." Please do not use the teacher parking lot. Double parking and/or blocking the crosswalk is absolutely prohibited since it may cause a safety hazard for our students. If a babysitter or other caregiver is bringing your child to school, please discuss these concerns with that person. **I am certain by working together we can insure the children's safety.**

STUDENT'S ARRIVAL TIME

Since teacher supervision of the students is not provided by the school until 8:45 AM, students may not be dropped off prior to that time unless they remain in the care of an adult. On those days when the weather is inclement, students will be permitted to enter the building via the DAYCARE entrance. The adult supervisor on duty will inform parents and students if this is the case. Please adhere to this time for the safety of our children.

STUDENT'S DISMISSAL TIME

Students are dismissed at 3:30 PM. Access to the DROP OFF ZONE will be closed to all cars. Cars are not permitted in the BUS zone at this time either. Parents must part at Rosemère HS or on the street. Students must be dismissed to parents or identified caregivers. Those students who have permission to walk home must leave the playground promptly at dismissal. Students are not permitted to play unsupervised on the playground afterschool.

PARENT VISITORS/VOLUNTEERS

In order to ensure student safety, all school visitors and volunteers are required to report to the main office, sign in, and secure a Visitor/Volunteer badge which should be displayed by visitors and volunteers at all times. If ever it becomes necessary to drop off a lunch, homework, sneakers, or supplies etc. please bring the item to the office. We ask for your cooperation in order to minimize interruptions. If you need to speak with a teacher, please arrange a mutually agreed upon time to do so.

ARRIVING LATE TO SCHOOL

Arriving late to school should be the exception not the rule. It is very disruptive for the school and to class routine when students arrive late and we are, therefore, asking for your cooperation with this matter. If you drive your child to school, please make sure to drop off your son/daughter at school before 8:55am. At that time the student entrance gate is closed, as is vehicle access to the drop-off zone. After 8:55am you will need to report to the front office and sign your child in with the secretary. Please note that because of other duties, late students will only be signed in by the secretary **after** 9:00am. If your child is late, we require an adult come into the school, via the main office, to sign them in and advise the school with the reason for being late. Please be reminded that you must call the school before 9:00am to advise us of their absence if your child is going to be absent from school. Of note:

- ❖ The school day starts at 8.55am with homeroom and finishes at 3.30pm
- ❖ Teachers start their supervision duty, the gate is opened and students begin entering the schoolyard at 8:45am
- ❖ Cars are not permitted in the daycare drop off/pick up area between 8:30am-9:15am and 2:30pm-3:40pm
- ❖ Homeroom is from 8:55 to 9:05am
- ❖ First period begins at 9:05am sharp
- ❖ The last period of the day ends at 3:25pm
- ❖ Student preparation for departure is from 3:25-3:30pm
- ❖ Busses leave at 3:40pm

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FIRST DAY OF SCHOOL

The first day of school for students in **grades one through six is Thursday, August 31st**. Kindergarten students will begin school following a progressive entry schedule. This means a kindergarten student will have one day on and one day off for the first four days of school; all students will be in on the 5th day of school. The details for kindergarten students have already been sent to parents with children who will be attending kindergarten. If you have any questions or concerns, please do not hesitate to call the school secretary, Miss Toula, at 450 621-6111.

CHECK US OUT

Our address is 501 Northcote, Rosemère, QC, J7A 1Y1. Please follow us on **Facebook** (*McCaig Elementary School*) or on our website: (<https://mccaig.schoolqc.ca/>)

We certainly look forward to seeing you and to enjoying another wonderful year at McCaig Elementary but in the meantime, please enjoy the remaining days of summer.

Principal
Richard Mason

Vice Principal
Melissa Rioux