About Times and Attendance ...

School starts at 8:25 a.m.
Morning recess - 10:30 - 10:45
Lunch -11:20- 12:20
Afternoon recess - 1:45 - 2:00.

Please encourage your child to get to school promptly in the morning. Attendance will be taken shortly after the bell rings and announcements will follow. It is important that your child be present to listen to any school announcements and be on time to start our program.

In order to ensure the safety of all the children, it is imperative to report to the office when you are dropping something off for your child, picking them up early, or coming after the start of school. If your child is going to be absent, please telephone the school before class begins, or send a note to inform us that your child will be absent for a specific period.

We continue to encourage students to make nutritional breakfasts a priority in order that they may perform to their full potential. Most students are fairly hungry by morning recess.

About Notes...

If you wish to change from the usual arrangements for your child, please inform us with a note or a telephone call to the school.

Please enclose any notes, money or permission slips in a sealed envelope clearly marked with your child’s name and class to avoid loss and confusion. All field trips must be paid by cheque only, made out to Highview P.S.. Scholastic book orders must also be paid by cheque only, payable to Scholastic.

About Birthdays...

You are welcome to bring in/send in a special treat for the class to celebrate your child’s birthday. Please make the treat muffins, cupcakes, squares or something that is easily distributed. There are 26 children in the class. The children will inform you of any food allergies.

About Home Journals and Agendas...

This year an agenda must be purchased by each child for $6.00. Any homework, assignments, special reminders, etc. will be written down by the children in the agenda. Each day your child will also be completing a “home journal” entry. This is a way for them and ourselves to communicate to you daily about happenings in our class, homework and any special information. Please read the entry carefully and initial it each day to indicate that you have read it.
About Homework...

Please ask your child daily, referring to their agenda and timetable, if he/she has homework, incomplete work, assignments, etc. to be completed, and ensure that it is done. Homework assigned will be activities that are meaningful, relevant and supportive of learning going on in the classroom.

About Calendars and Newsletters...

Every month, there will be a calendar and newsletter sent home outlining any pertinent information and events that you need to know about. Please hang the calendar in a spot where you and your child can easily refer to it daily.

About Physical Education

Physical Education periods are scheduled twice per six day cycle. We will also engage in outdoor activities on a regular basis. Please ensure your child is dressed in comfortable and appropriate clothing and footwear. Phys. Ed. shoes, which usually double as their indoor shoes, should remain at school all year. Please ensure that your children’s names are labeled in their shoes, as misplaced shoes are a common occurrence.

About Themes...

Classroom themes are developed in consultation with the other primary classes and may be part of a larger primary division theme. These themes encompass the criteria and skills presented in the Ministry Expectation guidelines.

About Computers...

When our computer lab is fully operational, the children will usually have computer instruction once a six day cycle.

About Supplies...

It would be very helpful if your child had the following supplies at school: 2 glue sticks, a pencil sharpener, eraser, scissors, “sharpened” coloured pencils, pencil case and 5 duo tang folders to organize completed units. A small, labeled basket to store their shoes would help to safeguard against lost shoes.

About E.Q.A.O. Testing and Gifted Screening...

As you may know, grade 3 is the E.Q.A.O. and Gifted testing year. Our E.Q.A.O. testing will take place in May while our Gifted Screening testing will take place in January. We ask that you avoid scheduling any vacations or medical appointments during this time. The E.Q.A.O. is designed as an assessment piece to give our school feedback on the achievement levels of our students for a particular year. A detailed parental handbook will be sent home prior to the testing. If you have any questions before then, please do not hesitate to contact us.