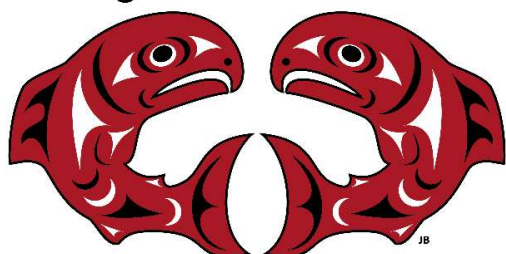


## Norgate Xwemélch'stn



### Community Elementary School


Phone: 604.903.3680

Fax: 604.903.3681

<https://www.sd44.ca/school/norgate/>

Email: [norgate@sd44.ca](mailto:norgate@sd44.ca)

# Family Handbook 2025-26

 <p>North Vancouver School District the natural place to learn™</p> <p><b>THIS IS AN IMPORTANT NOTICE. PLEASE HAVE IT TRANSLATED</b></p> <p>这是重要通知，请找人翻译。 這是重要通知，請找人翻譯。</p>	<p>Ceci est un avis important. Veuillez vous le faire traduire.</p> <p>Dies ist wichtige Nachricht Bitte lassen Sie sich die folgenden Seiten übersetzen</p> <p>これは重要なお知らせです。 どなたかに翻訳してもらいましょう。</p> <p>중요한 공지사항입니다. 이 내용을 번역해 주십시오.</p>	<p>Este aviso es muy importante. Pida que alguien se lo traduzca.</p> <p>Ito ay mahalagang patalastas. Mangyaring ipasalin ito sa inyong wika.</p> <p>بخواہید این اطلاعیه را برای شما ترجمہ کنند. این اطلاعیه مهمی است. لطفاً از کسی</p> <p>Đây là thông báo quan trọng. Xin nhờ người phiên dịch.</p>
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## Vision Statement

***The Norgate Xwemélch'stn learning community works together to support students' academic, emotional, physical, social, and spiritual well-being. We strive to develop inquiring, knowledgeable, and caring people who demonstrate intercultural respect and understanding.***

This statement aligns with our values as educators and articulates a vision for the skills and dispositions we aim to help your children develop. Through partnership with you, their families, we will support your children's well-being and help them find balance. And, by providing them rich learning experiences at school and in the community, we can share our collective wisdom and expand the children's capacity to think critically and creatively, so that they may choose to act compassionately.



**Norgate Xwemélch'stn Community Elementary (NXCE) is an authorized IB World School.** IB World Schools share a common philosophy – a commitment to high-quality, challenging, international education – that we believe is important for our students.

For further information about the IB and its programmes visit <http://www.ibo.org/>.

NXCE's school population is wonderfully diverse, inclusive, and dynamic. We encourage all members of our school community to be open-minded, caring, collaborative, and engaged.

## NVSD Code of Conduct

Last Reviewed on May 9, 2024

**North Vancouver School District's Code of Conduct has been established to maintain a safe, caring, accessible, and healthy learning environment.**

It is the shared responsibility of students, staff, parents/guardians, and the broader community, to demonstrate positive conduct while attending any school or district related activity, at any location.

**All members of the school community are expected to:**

- Support learning and attendance.
- Demonstrate safety.
- Respect property, environment, personal space, and privacy.
- Model courtesy, compassion, and respect.
- Value diversity.
- Treat self and all other members of the school and broader community respectfully.

**All members of the school community must refrain from engaging in any in-person or digital communication or participating in behaviour that is considered to be:**

- Interfering with the learning and working of others.
- Bullying, harassing, intimidating, retaliating, discriminating or violent.
- Unsafe or illegal; including the possession, use, or distribution of illegal or restricted substances or the possession of weapons or replicas.

**All members of the school community are expected to:**

- Comply with the purpose and spirit of the BC Human Rights Code, including not engaging in discriminatory conduct based on Indigenous identity, race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age of that person or that group or class of persons.
- Wear clothing that does not promote or symbolize illegal substances or activities, hate or discrimination, profanity, pornography; or that incites violence, harassment, or threatens safety.
- Leave personal digital devices at home, in their bag/backpack, and/or in their locker during instructional time. Allowances may be made by the staff for instructional purposes, digital literacy, appropriate use based on age and developmental stage, accommodations within a student's Individualized Education Plan, accessibility, medical and health needs, and/or equitable support for learning outcomes.

Every effort will be made to support individuals and to determine the root causes of behaviour. If the safety or educational program of others is compromised, or if there is an ongoing failure to meet the expectations of the Code of Conduct, a range of consequences will follow. Whenever possible, incidents will be resolved by discussion, community service, restorative processes, referral to counselling and/or support services, mediation, and restitution, but may involve loss of privileges, detention, suspension from school, and/or collaboration with community partners. Confidentiality will be maintained; however, school officials may have a responsibility to advise other parties of

serious breaches of the Code of Conduct (e.g. school district officials, law enforcement, and/or other agencies, etc.).

The school will take all reasonable steps to prevent any form of retaliation against a student or staff member who has brought a complaint forward of a breach of the Code of Conduct.

Factors such as the severity and frequency of the concerning behaviour(s), as well as the age, maturity, and ability of the person(s) involved, will be considered. In most cases, as people mature, there is the expectation of increased responsibility and self-discipline; therefore, progressively increasing consequences for concerning behaviour may apply.

Considerations apply to those who may not be able to adhere to the Code of Conduct due to having a disability of an intellectual, physical, sensory, emotional, or behavioural nature.

**All members of the North Vancouver School District community have the right to be treated fairly and consistently and should know and understand this Code of Conduct.**

## **NXCE Code of Conduct – Earning Our D.R.U.M.**

Last Reviewed September, 2024

### **STATEMENT OF PURPOSE:**

Our school Code of Conduct serves to support all students' sense of belonging and well-being. We aim to help students develop a strong sense of self and deep appreciation for family, community, and the land. *Earning Our D.R.U.M.* is about being balanced in how we treat ourselves and others, developing caring relationships with each other, and being principled by doing what we know is right and acting in harmony with our environment. By demonstrating the characteristics associated with the D.R.U.M., we can maintain a safe and positive learning community.

*“Learning involves recognizing the consequences to one’s actions.”*

– First Peoples Principles of Learning (First Nations Education Steering Committee)

Developing understanding of how our actions impact others, events and our surroundings is at the heart of our Code of Conduct. Individual positive actions are helpful, however, it is only through collective positive actions that we can “Earn our D.R.U.M.”.

*“Learning is relational...and involves generational roles and responsibilities.”*

– First Peoples Principles of Learning (First Nations Education Steering Committee)

By valuing reciprocal relationships, we help our students recognize that when they contribute positively to the community, the community in turn supports them. We gain wisdom from the Coast Salish people to strengthen our understanding of how to honour each other, and we lean on Norgate Xwemélch'stn families when supporting students. Similarly, we seek to create opportunities for students to work and learn in partnership with one another. Older students are viewed as role models for younger students. At Norgate Xwemélch'stn, we aim to treat each other with compassion, to do our best, and to be our best as a learning community.

This Code of Conduct was developed in accordance with the School Act (Sections 6, 10, 85, 91), the School Act Regulations and the School District #44 Policy #302. All students and school community members, regardless of Indigenous identity, race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age have the right to enjoy a safe, inclusive, and welcoming learning environment as outlined by the BC Human Rights Code. To this end, we promote and teach how to treat one another with kindness, empathy, and compassion. We also have measures in place to prevent and respond to bullying.

Anyone who contravenes our Code of Conduct is subject to consequences as deemed appropriate by the school administration, in accordance with laws, legislation and school district policies.

Below are behaviours we support students to demonstrate. When students demonstrate these appreciated behaviours, they are recognized with a DRUM ticket. DRUM tickets are displayed in the school office, and when as a school community, we earn 100 DRUM tickets, we enjoy a well-deserved extra recess break! Our aim is to support students to choose to act in increasingly compassionate ways, and to move both their own and others' learning forward in ways that will make a difference for themselves, others, and the planet. When children start to view themselves as agents of change, we have done our collective job.

<b>D</b>	<b>Devoted &amp; Determined</b> by...	<ul style="list-style-type: none"> <li>• Focusing on learning by doing my best to achieve my goals, and helping others achieve their goals</li> <li>• Demonstrating growth mindset – believing that with effort I can succeed</li> <li>• Persisting when I face a challenging learning task</li> <li>• Using my skills to help me think through, and figure out action plans related to learning problems/challenges</li> <li>• Taking risks in learning</li> <li>• Striving to be a good leader for others</li> </ul>
<b>R</b>	<b>Respectful &amp; Responsible</b> by...	<ul style="list-style-type: none"> <li>• Listening to each other as equals; we are all equally important / Tkwaya7ntway</li> <li>• Valuing others' ideas and input of to develop our understandings</li> <li>• Respecting others' perspectives, feelings, and cultures – students, staff members, community members, elders</li> <li>• Using respectful words and actions</li> <li>• Keeping classroom and shared spaces neat and tidy</li> <li>• Showing respect for all school property (including playground, plants, trees etc.)</li> <li>• Meeting deadlines for assignments, and submitting best work</li> <li>• Helping in our school and community to have a positive impact</li> <li>• Staying with the group, and if needing a break, letting an adult know where I am going and why</li> <li>• Deciding which tools, methods, and resources to use to successfully complete learning tasks</li> <li>• Asking for help when needed</li> <li>• Being accountable for my actions; recognizing I have an important role in our community</li> </ul>

U	Understanding & Uplifting by...	<ul style="list-style-type: none"> <li>• Having an open heart and open mind</li> <li>• Listening to shared stories</li> <li>• Understanding that all families are different</li> <li>• Celebrating differences and being inclusive</li> <li>• Supporting each other in our community to feel good about who we are</li> <li>• Being optimistic and seeking to enjoy learning on my own and with others</li> </ul>
M	Mindful & Moral by...	<ul style="list-style-type: none"> <li>• Being mindful of how my behaviour impacts others in our school community</li> <li>• Keeping myself and others emotionally and physically safe by: <ul style="list-style-type: none"> <li><u>Emotionally:</u> <ul style="list-style-type: none"> <li>- Using kind and caring words</li> <li>- Focusing on strengths</li> <li>- Treating others with dignity and respect</li> <li>- Being mindful for each other's feelings</li> </ul> </li> <li><u>Physically:</u> <ul style="list-style-type: none"> <li>- Respecting others' personal space</li> <li>- Caring for others if they're hurt</li> <li>- Moving safely in indoor and outdoor spaces</li> </ul> </li> </ul> </li> <li>• Solving problems with an understanding of what is right</li> <li>• Being true to who I am and who I want to be</li> <li>• Reflecting on my learning, and thinking about ways to share and expand my knowledge and skills</li> </ul>

## 2024-25 School Plan

Annually, with our School Planning Council (SPC) we review our progress related to our school plan goals and determine any changes to our goals/objectives. The SPC is comprised of staff members, volunteer parents/guardians, and student leaders. Parents/guardians who are interested in being part of the SPC for the 2025-65 school year, please provide an expression of interest by way of email with subject line NXCE School Planning Team to [norgate@sd44.ca](mailto:norgate@sd44.ca).

<b>Goal 1: Student Agency</b>	To help students develop the skills and dispositions needed to be actively engaged learners.
<b>Goal 2: NXCE Community</b>	To cultivate a collaborative, engaging, and aware school community for students, families and staff members.

Please refer to our [School Plan](#) for full details and progress related to these goals.

## School Forms

Thank you for making time to complete each of the required school forms. We know they take time, but they provide us *crucial* information. If you need help with any forms, please contact the school office. If you do not have easy access to a computer to complete online forms, please come to the school and we will help provide you means to complete the forms. We certainly don't want lack of access to technology to be a barrier for anyone! Following, please find a list of the forms, and what they are for.

Paper copy forms	
Student Information Verification	<b>IMPORTANT:</b> Please make any changes to your current telephone, email address, residential address, etc. <b><i>Without your current information, we cannot contact you if something happens to your child!</i></b>
Emergency Contact Information and Emergency Release Forms	These forms are <b>ESSENTIAL</b> . Without these forms, we cannot contact anyone other than you to help your child in an emergency situation. If you are unable to come to your child's aid, we legally cannot allow your child to leave the school without the permission you provide on these forms.
Online forms (completed through the Cash Online system but the forms are free of charge!)	
Impromptu Walking Field Trip Informed Consent	Allows your child to walk with their class with staff member supervision off school grounds to spaces near the school that will enhance student learning (local parks, community businesses, community centres, etc.).
Personal Information Consent	Allows staff members to take photos/videos of your child to share with you and the school community, whether through teacher communications or in school newsletters. <b><i>PLEASE NOTE: We do not post student photos/videos on social media platforms. Therefore, we request that any photos/videos we share through our communications are not shared through your social media accounts/platforms.</i></b>
Use of Technology Agreement	Gives your consent for your child to use school computers/devices on a regular basis to support their learning. <b><i>Without your consent, your children cannot use computers/devices at the school.</i></b> Children who have specific learning/health needs that require use of personal devices will be provided permission to use their devices in accordance with their IEPs.
IB PYP Parent Consent	Gives your consent for the International Baccalaureate Organization (IBO) to use images of your child's work and/or your child in their material related to the implementation of the Primary Years Programme (PYP). <b><u>More information about the IBO and its programs.</u></b>

## NVSD Parent Page

On the school's website, on the top-right, you'll find a [Parents link](#). This will take you to a page that houses links to frequently used applications (School Cash Online for fees/forms, MyEd Parent Portal for report cards), as well as important information for parents/guardians. We suggest that you bookmark this page for easy access.

## Reporting Student Absences

In order to provide safety for the students, we ask that parents/guardians log absences using the [SafeArrival system](#). If a child does not arrive at school for the morning or afternoon and we do not have prior notification of their absence:

1. You will receive an automated phone call letting you know that your child is absent.
2. If you do not pick the call up, the system will automatically try again.

*Please* assist us with accounting for our students' safety by:

- Using SafeArrival
- If you do not have a cell phone or other means to log an absence on SafeArrival, please call the school (604-903-3680 - 24 hours) to notify us of your child's absence.
  - State your child's name, their teacher's name or division, and a brief explanation for his/her absence when you call.
- Let us know if your personal or emergency contact phone numbers change

Students who arrive late must sign-in at the office. Please come in the main entry doors off of Sowden Street when arriving late. If leaving early, a parent/guardian/approved contact must sign students out at the office.

## Students Leaving the School During the Day

We do not allow students to leave school grounds during the day (inclusive of recess and lunch breaks) for any reason, aside from teacher-arranged field trips, unless we have received prior written notification or written consent from a parent/legal guardian that includes:

1. The reason the child will be leaving the school
2. The date(s) and time(s) the student will be out of the school during the day
3. The name of the adult who is responsible for the child's supervision, or who is picking him/her up and returning him/her to school (if returning the same day)

Please provide the above information to the office and notify the classroom teacher that your child will be leaving the school. **The adult who is responsible for pick-up and supervision of your child must report to the office to sign the child out before leaving the school.**

**Please note: Because we have a legal duty to ensure students are safe and supervised by trusted adults at all times during the school day, students are *not* permitted to leave school grounds without direct supervision of a staff member, parent/guardian or approved alternate.**

## Instructional Schedule

Entrance bell	<b>8:45</b>
First instructional period	8:47-10:20
Recess break	10:20-10:40
Second instructional period	10:40-12:10
Lunch break (eat lunch 12:10-12:30; play 12:30-12:55)	12:10-12:55
Third instructional period	12:58- <b>3:00</b>
<b><i>Every Wednesday, we dismiss at 2:15!</i></b>	

Please help your child arrive to school **on time** as often as possible - every minute of learning counts! We also appreciate you ensuring your child is picked up **on time** from school, or if they stay on school grounds after school, they are supervised by you or one of your approved adults. School staff are not contractually obligated to provide before/after school supervision.

## Attendance Matters

Research has shown that students who attend less than 90% of the time (this is the equivalent to ½ day per week; students who miss several consecutive days are even more at risk) have greater academic struggles, disengage from school, and are at risk for not graduating. It also removes them from their social circles and can make it challenging for them to reintegrate back with friends, particularly if they have missed important social bonding situations.

*Absenteeism is the “most common indicator of overall student engagement, and a significant predictor of dropping out. For almost all young people, discontinuing school is not a sudden act, but a gradual process of disengagement; attendance patterns are a clear early sign.”* (Silent Epidemic, 2006)

Further information related to school attendance, [HERE](#).

## School Calendar

Key dates such as professional development days and statutory holidays as well as school events are posted to the school website calendar. We will add events to this calendar during the school year, so recommend that you subscribe to it for easy access. To subscribe, go to the school's website, scroll down on the Homepage to below the School Calendar, click View Calendar then click Subscribe on the right above the calendar. Class-specific events may not be listed on the school calendar, so please contact your child's classroom teacher(s) if you have questions pertaining to class events.

## Supervision

Staff members do not provide supervision outside on the playground before or after school, unless they are providing extra-curricular lessons/practices. Therefore, if they arrive earlier than 8:40, or stay after school, please ensure your children are supervised for their safety. During recess and lunch breaks, students will be supervised by Education Assistants, our Supervision Aide, and Administrators. If they are hurt or need help to resolve a conflict/problem, students should immediately seek assistance from the nearest adult.

## Emergency Procedures

NXCE has a number of procedures in place to handle minor to major emergency situations. These procedures are annually updated and protocols have been developed for critical incident interventions. All staff members are conversant with these protocols. In the event of a major emergency the school is prepared to care for your child if you are unable to reach the school. If there ever is a major emergency, we ask for your help in the following ways:

- Please do not telephone the school-phone lines must be available for emergency calls.
- Please walk to school and do not drive. The school access routes and entrances must be clear for emergency vehicles.
- A student will ONLY be dismissed to the parent/guardian or designated emergency contact as indicated on school emergency contact forms. The parent or designated guardian must report to the office or Command Centre to sign out the child.
- Turn on your radio for instructions and news reports.
- Prepare at home. Make your children aware of safety issues and what to do in the event of an emergency. Have emergency kits in your home and vehicle.

Please refer to the information on emergency preparedness from [North Shore Emergency Management](#).

## Health Awareness

**Daily prior to the school day, we request that parents/guardians check their children for symptoms of illness. If they are ill, for everyone's health, please keep them home.** If their symptoms worsen or if their illness lasts more than a couple of days, please be sure to visit a doctor. While at the school, everyone is to please observe/respect the following personal practices:

- wearing a mask or face covering is a personal choice
- wash hands often throughout the day and before/after eating as well as after using restrooms
- practice respiratory etiquette by coughing/sneezing into your sleeve
- respect personal space
- do not share items that come into contact with the mouth (e.g., food, drinks, utensils, etc.)

## Transportation To/From School

As often as possible, we encourage walking or wheeling (cycle, scooter, skateboard, or rollerblade) to/from school. Please ensure your child wears a helmet and is easily visible for drivers with reflectors, lights, and/or bright clothing. Pedestrians should use sidewalks wherever possible; otherwise stay to the side of the road, ideally facing traffic. We ask that students who walk or wheel to/from school do not go through the staff parking lots to ensure their own and our staff members' safety.

If you live too far away to walk or wheel and must drive your child to/from school, please abide by posted speed limits and by-law signage. For all drop-offs/pick-ups, please do not use the staff parking lots on Sowden Street and note that because **it is a no-stop, idle-free zone, there is NO PARKING ON SOWDEN STREET. Use Redwood Street instead of Sowden Street.** Parking is limited along Redwood, so please consider parking on adjoining streets and walking to the school. We also request that you do not use the marked handicap parking spaces, unless you have a person in your vehicle who has mobility needs and you have displayed in your vehicle the required parking permit.

## Electric Bikes & Scooters

We have noticed that some students have been traveling to/from school on electric bikes and scooters. Because children under the age of 16 cannot legally operate e-bikes and e-scooters, we must respectfully request that they do not use these as means to get to/from school. [E-Bikes rules of the road](#) and [Operating your kick scooter safely: know the rules](#). Also note: if your child brings an e-bike/e-scooter to school, we cannot allow them to bring them into the school for safe storage. The school district also does not take any liability for any bikes/scooters that students bring onto school grounds. For person-powered (non-e) bikes, there are racks on the grounds where they can be locked. For person-powered scooters, generally teachers can determine a means to store them in classrooms. If there are too many scooters/classroom, we will figure out another safe place/means to store person-powered scooters.

## School ↔ Home Communication

Your child's classroom teacher(s) will be your primary contacts this year. For short back-and-forth communication, you can use the student planner (Gr. 1-7) or email. For matters that require privacy and further discussion, please make an appointment to speak with the teacher/administrator.

**Please do not "drop in" expecting that a teacher/administrator will be able to meet with you. Instead, request to set up an appointment.**

Below, please find a guide regarding who to contact for particular items:

School Personnel	Contact regarding...
Teacher	Instructional program, student conflicts (who are in the same class), your child's learning needs, field trips, your child's progress (report cards). <u>Note:</u> Education Assistants (EAs) work under the direct supervision of classroom teachers. Therefore, please contact the classroom teacher instead of EAs.
Administrative Assistant/Office Assistant	Change of address/telephone number, medical information about your child, guidance regarding how to access online forms/report cards

Administration (Principal / Vice Principal)	Student bullying/serious student conduct concerns, concerns regarding school staff's conduct, sensitive information that the school needs to know to protect student wellbeing (often associated with court orders)
Community Education Facilitator	After school programs, food access program, Spring Break / Summer Camps, ways you can help with the school gardening projects

## Food Access Program & Lunch Expectations

This year, the funding allocated for food programs is intended to provide **food access**. This means the food provided at school is intended to supplement the food families provide from home. We will unfortunately not be able to provide Breakfast Club as per last year, however, to supplement snacks that students bring from home, the school will provide some healthy snacks that will be available in classrooms. If you do not wish to have your child partake in snacks provided by the school, please ensure your child is aware of this. The snacks are self-selected, therefore, we cannot guarantee your child won't take snacks. If students are still hungry, we are able to provide them a sandwich. Because the intention is to provide healthy food access, choices will be limited to what we have prepared.

### Lunch

We encourage and support healthy eating at school. Therefore, we appreciate your support with sending a healthy balanced lunch to school with your child. Students need to use basic table manners, stay seated while eating, clean up after themselves, and move safely in the classroom and through the halls when going outside after eating their lunch.

### Litter/Waste

We are aiming to reduce the amount of litter on our grounds as well as minimize waste. As much as possible we encourage the use of re-usable and/or compostable containers and minimal packaging.

## Birthday Celebrations Q & A

Question	Answer
<i>On my child's birthday, can I send "goody bags" containing small gifts to school for my child to hand out to their classmates?</i>	<b>YES.</b> They must be for <i>every</i> child in the class and be handed out at the end of the school day. It is too distracting if they are handed out earlier in the day.
<i>On my child's birthday, will the class have a party?</i>	<b>NO.</b> If you wish to host a party to celebrate your child's birthday, it must be held at home/at a community venue. We cannot host birthday parties at school.
<i>On my child's birthday, can I bring treats/cake?</i>	<b>YES.</b> Due to life-threatening allergies for some students, all treats must not contain nuts/seeds. Please ensure treats are single-serve, or a cake is already cut into enough pieces for each child. Please supply napkins/plates/forks as we cannot supply these. Distribution of treats/cake will take place at the end of the school day.
<i>Can I have a list of all the names of the children in my child's class?</i>	<b>NO.</b> As public school educators, we are required to abide by the Freedom of Information and Privacy Protection Act. We can inform you how many children are in a class, however, we cannot provide names/other personal information.
<i>Can my child hand out birthday party invitations to their classmates/friends at school?</i>	<b>YES.</b> There must be an invitation for every child in the class if handed out in the classroom. If invitations are for only certain students in the class, to avoid hurt feelings for students not invited, we ask these are distributed outside of school hours and so that students who are not invited do not see them being handed out.

## Personal Digital Devices & Technology Use at School

Students always have the opportunity to call family using the office phone. **In alignment with the NVSD's Code of Conduct, and in an effort to help students avoid distraction during the school day, all personal digital devices must be left at home, or in students' backpacks/bags on silent mode during instructional time and *during recess and lunch breaks*.** Allowances may be made by the staff for instructional purposes, digital literacy, appropriate use based on age and developmental stage, accommodations within a student's Individualized Education Plan, accessibility, medical and health needs, and/or equitable support for learning outcomes.

We respectfully request that parents/guardians do not contact students on their personal devices during the school day. You may leave them a message, but, please know they are not permitted to check/reply to messages until the end of the school day.

Before using technology at school, students must have on file an "Acceptable Use of Technology Agreement" which parents/guardians complete as one of the online forms. Students who contravene this agreement will have expectations reviewed and depending on the severity of the technology misuse, may have their technology privileges revoked.

## Valuables

Students who choose to bring to school valuables (cellphones, tablets, laptops, Pokemon cards, Bakugon, sports equipment, toys, bikes, scooters, etc.) run the risk of these items getting damaged or going missing. The School District cannot accept any responsibility or liability for damaged, lost, or stolen items brought to school by students. Students are encouraged to lock their bikes securely to the outdoor racks and to keep at home personal items that are precious to them that are not necessary for their learning.

## Daily Outdoor Play

Even when the weather is inclement, we will aim to have students go outside for outdoor play. We encourage students to dress appropriately for the weather – having rain gear and a warm jacket as well as a hat would be ideal. Having a spare set of clothes at school is also recommended, in case clothes get wet or dirty. Being able to change will help students have a comfortable rest of their day!

## Opportunities to Volunteer

### *Parent Advisory Council*

By virtue of being a parent/guardian at our school, you are a member of our Parent Advisory Council (PAC). The PAC is always keen to have more parents/guardians become involved, so please consider taking on a role with their Executive. If you are interested in learning more about the PAC, and how you can become more involved in the life of our school, please contact [chairnorgatepac@gmail.com](mailto:chairnorgatepac@gmail.com).

### *School Planning Council*

As indicated above, we very much welcome parent/guardian input as part of our School Planning Council. If you are interested in providing your perspective to this important team, please contact [norgate@sd44.ca](mailto:norgate@sd44.ca).

### *Library*

Ms. Te Stroete, our wonderful Teacher-Librarian and IB Coordinator welcomes volunteers in the school library, as well as for supporting learning related to Units of Inquiry. If you would like to help out in the library and/or have expertise/knowledge/skills you can share related to any of the grades' Units of Inquiry, please email [atestroete@sd44.ca](mailto:atestroete@sd44.ca).

### *Classrooms*

If you would like to help out in your child's classroom and/or on a class field trip, please be in touch with your child's classroom teacher(s).

**Please note that all volunteers must complete an application, agree to the Volunteer Code, and submit to a Police Information Check.**

### **Learning Updates (Report Cards)**

First and second term learning updates, as well as the third term summary of learning are accessed online through the MyEducation Portal. To access your Portal account, please use the following resources:

[How to Use the Parent Portal](#)

[How to Change your Password](#)

[Tips and Troubleshooting](#)

If you have any questions or need assistance, please contact your child's classroom teacher or the school office.

*We are grateful for your partnership in helping your children learn and have a positive school experience!*