Information

- 1. School Calendar Each school prepares and sends home a calendar of provincial holidays and days when that school is not in session. This helps parents plan for child care if needed. If your children attend different schools be sure to check with each school's calendar. The calendar is sent home at the end of the school year. Copies are also available in the school office and/or on the school's website.

- 2. Newsletters Schools send newsletters home on a regular basis. Instead of sending home paper copies, schools may post them on their website or send the newsletters to an email address you provide.
- 3. Code of Conduct Each student receives a copy of the school's Code of Conduct, and is expected to follow it. Parents are asked to talk with their child about this code.

Optional

Accident Insurance Students receive
information about buying
extra accident insurance.
If parents want this, they
complete the form and
send it directly to the
insurance company.



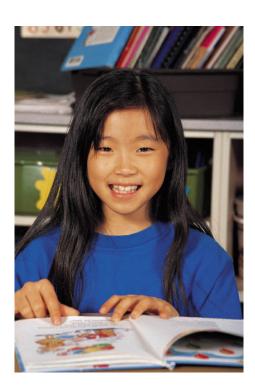
"Forms you may see in September- Elementary"

This brochure is one in a series sponsored by the VSB SWIS program and produced collectively by a group of ESL/ELL teachers and the VSB MCLW team.



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Forms you may see in September



Elementary

All schools send forms and information home to parents throughout the school year. Many of these forms are sent home in September, the start of the school year. Some forms need to be signed and returned to school (if you want the service). Other forms need parental signature and money. Information will also be sent home for you to read.

If you have difficulty understanding what is sent home, talk to a Multicultural Worker, a Settlement Worker, or someone else who speaks your home language and reads English.

Some examples of commonly used forms given out early in the school year follow:



Forms to be signed and returned to school

- Student Information Verification
 Form This form contains
 basic information about a
 student and emergency
 contact information. The
 parent must make sure the
 information is correct. If it isn't,
 the parent needs to correct it.
- 2. Media Consent Form This form asks for parental permission for the school to take, keep, and use photos, videos, and/or names for school district purposes. They may also be shared with the media (e.g. radio) for events relating to the school.
- 3. Internet User Agreement Many schools use the internet
 for student learning, and have
 rules about computer use.
 Parents and students sign this
 form to indicate they
 understand these rules.
- 4. Giving Medicine at School -Some students need to have prescription medicine during the school day. Signing this

- form gives parental permission for the school staff to give the medicine you bring for your child.
- 5. Field Trip/Study Form Field trips/studies to locations away from school are an important part of student learning. Your signature means that your child can take part in this activity. Sometimes this includes sending money as well.

Forms to be signed and returned with money

- School Photos These are taken each year and parents can choose to buy some for their own use.
- School Supplies Most schools ask for money to buy school supplies (pens, pencils, materials for science, arts and crafts, etc.). This money does not cover special events or field trips/studies.

- 3. Recorders Some schools use recorders in their music programs, and urge all students to buy their own.
- 4. Student Agendas/
 Planners most schools expect students to buy and use a school agenda or planner. For more information see brochure entitled School
 Agendas/Planners.
- 5. School Lunch Programs The signed form(s) and money sent to school let the school know which students are participating in this program each month. (You do not have to sign up for the whole year.)

