



# Jean Vanier Catholic School

109 Georgian Way, Sherwood Park, Alberta T8A 3K9 Phone: 780-467-3633 Fax: 780-467-1584



ELK ISLAND  
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Seeing Christ in Everyone

## Kindergarten Program

Welcome to Jean Vanier Catholic School Kindergarten! We look forward to sharing in your child's faith and learning journeys at Jean Vanier. We have a team of faithful, professional, and dedicated educators ready to guide, support, and invite your child into the world of kindergarten. We look forward to having you as a part of the JV Family.

The E.C.S. programs will consist of approximately 475 Instructional hours for the 2017/2018 school year. This follows the District calendar year. Students in the ENGLISH program will attend in the **A.M.** and students in the UKRAINIAN program will attend in **P.M.**

### ECS School Times:

*(2016-2017 bell times)*

**AM Classes: 8:41 – 11:25 am**

**PM Classes: 12:32 - 3:13 pm**

**12:32 – 2:13 pm \*\* *The first Wednesday of every month is early dismissal, and students will be dismissed at 2:13pm.***

The school office hours are 8:30 – 4:00 pm Monday to Friday. Doors to the school open at 8:30 am.

### Registration Information

- To register, your child must be 5 years old on or before December 31, 2017.
- We are proud to offer both Ukrainian and English kindergarten programs. For the 2017-2018 school year we will be offering:

**English morning kindergarten  
Ukrainian afternoon kindergarten**

Registration Process:

- Registrations can be completed online beginning Monday January 16<sup>th</sup> at <https://eics.schoolengage.ca/#/login>

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- A scanned copy of your child's birth certificate and baptism certificate (if you have one), are required to complete all registrations. **Registrations are NOT considered complete until we have received all supporting documentation and all sections of the online form are complete.**
- Entry into a given program will be determined on a first come basis based on the number of seats available, programs offered, and the balancing of needs in each classroom. No requested program can be guaranteed other than the English or Ukrainian program.
- Please allow us time to process and approve each registration. An email confirmation will be sent from the school office once we have had a chance to approve all registrations. As this takes time, we ask for your patience and understanding.
- If your child requires transportation, please complete a transportation request form at: <https://www.eics.ab.ca/transportation>. If you have any questions about transportation, you are welcome to call them at 780-449-6480.

## Transportation:

Students eligible for transportation funding are those that reside greater than 2.4 km to their designated school. Attendance areas are defined by Elk Island Catholic Schools, and are available for viewing at <https://www.eics.ab.ca/transportation>. If you are not eligible for bussing, you will be charged a transportation fee for the 2017-2018 school year. Information regarding costs can be acquired by calling the Transportation Department at Learning Services at 780-449-6480.

School of Choice: this is defined as a student who attends an EICS school other than his/her designated school. These students are subject to a School of Choice in addition to the transportation fee.

Noon Bussing. There is a fee for Kindergarten students that require noon bussing regardless of whether they are eligible for bussing. This is for students that will require pickup from school after classes in the morning, and students that require pickup at noon from their home for afternoon classes.

For all information related to transportation, please visit <https://www.eics.ab.ca/transportation> , or call (780) 449-6480.



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## Supplies:

An updated school supply list will be available for parents on our school website by mid June. We will send supply lists to our kindergarten families once they have been confirmed.

## Parental Involvement:

There may be social activities or field trips planned for kindergarten children. These are a great way for parents to be involved in the school community. Watch for these in the newsletters and please try to attend – a great opportunity to have fun and to become acquainted with other parents and your child's school friends.

We ask that all parents please sign in at the office when they come to volunteer at school.

## Jean Vanier Parent School Council (P.S.C.)

At Jean Vanier we have a school advisory council made up of parents, teachers, and school administration. This council advises the school administration, helps plan school policies, plans activities and fundraisers to help support the academic program at Jean Vanier. This council is very active and meets once a month. We encourage our parents to come out to a meeting and become involved in the school community. Meetings are once a month and are advertised on the school website and in the school newsletters. All parents are welcome to attend.

## Bilingual Ukrainian Catholic Parents Society (B.U.C.P.S.)

BUCPS has been active in Sherwood Park since 1980. As a parent group, they encourage prospective parents with children entering the Ukrainian program to assist the teachers of the program with various tasks, cultural celebrations, and fundraising to provide funds to enhance the cultural aspects of the Ukrainian program. This council is very active and meets once a month. Meetings are advertised on the school website and in our newsletters, and are open to all Bilingual Society parents. All BUCPS parents are also JV PSC members.

## School Fees:

Fees for the kindergarten program are approximately \$100.00 for the year. This is used to cover various field trips, in class presentations, kanga pouch, and miscellaneous items throughout the year like art supplies, photo development, etc.

Kindergarten fee invoices will be sent home in mid September, and will also be available for parents to pay online using Powerschool. You have an account set up

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once you completed the online registration. Contact the office if you forgot your login credentials. You will need this information to pay your transportation fees online as well.

## Snacks:

Please provide your child with his/her own healthy snack. You can check with your child's teacher to see if there are any allergies in the class.

## Student Absences:

### Safe Arrival: New Attendance Reporting Procedures

If your child is going to be absent from school, we ask that you please report your child's absence in the following ways:

- Call 1-877-246-9970
- Report it using the Safe Arrival App downloaded from the App Store or Google Play
- Visit <http://elkilandcs.schoolconnects.com> to report your child's absence using login credentials supplied by the school.

Your child's safety is of paramount importance to us, and this new application allows us to track missing students much faster in the morning. If you are not able to use these options, you are welcome to call or email the school to let us know your child will be absent.

If your child is late arriving to school, please have them use the front doors to the school, and ask them to check in at the office when they arrive. All other doors to the school remain locked throughout the day.

## Parent Communication

Home – school communication is very important, and helps to foster a wonderful supportive school community.

We use a variety of methods to communicate with our JV Families:

**EICS' Registration and Student Information Form (RSI Form)** aligns with all government regulations. In addition, it asks parents for contact information to allow us to take advantage of technologies in our Division which are capable of sending daily phone messages or email messages to parents about their child. These technologies (**PowerSchool** and **Synrevoice**) greatly enhance communication between parent, teacher and student. As a result, it is critical that current and accurate parent or guardian information be provided to us. For that reason, the RSI Form requests contact information such as email addresses.



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**PowerSchool** is EICS' web-based student information system that allows teachers to instantaneously update grades, attendance, assignment information and much more, giving parents real-time information on their child's achievements. Before the end of June, you will receive information on how to set up your own account in Powerschool, and how to link your children to that account. For elementary students, through Powerschool, you will be able to pay school fees and transportation fees online. You will also be able to access the *Data Verification Forms*, which we require you to review in the fall to ensure that we have your most current and up to date information.

**Synrevoice** is a program that enables the Division and /or schools to distribute important information to parents by phone and / or by email. Due to the recent changes in anti-spam legislation, in the fall you will receive an email from EICS asking you to "opt-in" to receive emails from the school, as well as from Elk Island Catholic Schools. This is the only way you will be able receive emails from us. We do not share this information with outside organizations.

**School Website:** We update our school website daily with new information. All information that we send home via emails or in letter form are posted on our website. Please bookmark our website, and check it out often so that you are aware of what is happening at our school: [www.jv@eics.ab.ca](http://www.jv@eics.ab.ca)

**School Agendas/Kanga Pouches:** While kindergarten students do not receive agendas until Grade 1, all information will be coming home to parents in some form of Kanga Pouch. You child will receive one in kindergarten. Please make sure that you are checking your child's backpack daily for important information.

**Emails:** You have access to all of our staff emails on our school website. Under "Staff", there is a link that you can access to email your child's teacher. Email is often the easiest way to reach teachers, however you are welcome to call the school anytime, and we can leave a message and have them call you back. You can email the school directly at anytime at [jv@eics.ab.ca](mailto:jv@eics.ab.ca)

## Medical Information:

If your child has any medical conditions that we should be aware of, please let us know prior to September. If your child has allergies/asthma and requires an epi-pen or ventolin inhalers, we have some forms that we will require you to fill out. We ask parents to provide us with an epi-pen or inhaler that we can store at the office in the event of a medical episode.



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## **Things to know for September:**

We start our kindergarten program off in September with a staggered entry process. The children are divided into small groups and are asked to come to school on their given day with their parents/guardians. In order to help the children learn to adjust to being in school, we ask that parents NOT stay during these small group times. There will be lots of opportunities to volunteer in the classroom throughout the year. During this small group setting, the class follows the regular scheduled times, the difference being that not all of the students are present at once. Parents are then asked to pick their child up at the end of the class, as buses will not be running for kindergarten students during the staggered entry days.

Please bring your child's school supplies on their entry day, as well as a snack (peanut free) and a drink.

Information letters will be sent home at the end of June with the dates for staggered entry, and the date of the first day of kindergarten with the full class.

We look forward to welcoming you and your family to the Jean Vanier community. If you have any questions at all, please contact us anytime at 780-467-3633.