

ÉCOLE ST. MARY SCHOOL – 2024/2025

CHECKLIST FOR A SUCCESSFUL SCHOOL YEAR

- Have all forms required for registration been given to the school office?
 - Birth and Baptismal certificates and emergency contacts. (Canadian Citizenship Documents)
 - Transportation Registration – needs to be completed online through your parent Powerschool Portal before June 30th, 2024
- When is the first day of school for Grade 1 to Grade 6 students?
 - **September 3rd, 2024**
- When is the first day of school for Kindergarten and Pre-Kindergarten Programs?
 - **Kindergarten – September 9th, 2024**
 - **Pre-Kindergarten – September 9th, 2024**
- What time does school start for Kindergarten to Grade 6 students?
 - The first bell rings at **8:00 a.m.** The students should be in their classrooms at this time.
- What time do Kindergarten and Early Learning Programs start and finish in the morning? Kinderplay in the afternoon?
 - Kindergarten starts at 8:00 a.m. **Kindergarten finishes at 11:10a.m** Monday to Thursday. There is NO Kindergarten on Fridays.
 - Students must be picked up from their teachers pick up location at 11:10am unless other arrangements have been made.
 - **Kindercare** operates Monday to Thursday 11:10am to 6:00pm and is ran by the **Boys & Girls Club of Lethbridge**. On Fridays it will run from 6:45am to 6:00pm. Contact them directly for inquiries and details. 403-327-6423.
 - **Early Learning** starts at 8:15 and ends at 11:15am Monday to Thursday. There is no ELP on Fridays.
- Will your student be **late**?
 - Prior to 7:45 a.m., please leave a message on our answering machine if your child will be late for any reason. The answering machine is available from 3:45 p.m. until 7:45 a.m. every day. After 7:45 a.m. you may leave a message with the office staff. You can also leave messages during the day if office staff are busy and miss your call.
 - Your student **MUST STOP** at the office to pick up an Admit to Class slip upon their arrival.
- Will your student be **absent** from school due to illness, appointments or holidays?
 - To excuse your student's absence, prior to 7:45 a.m. please leave a message on our answering machine. After 7:45 a.m., leave a message with the office staff.
 - If the school has not been contacted by the parent, the school is required by Alberta Education to contact parents and emergency contacts to confirm the student's absence.
 - This task is done after the morning attendance and again after the afternoon attendance.
- What are your students doing for **lunch**? Lunch and recess will be rotated in 2 groups. Lunch time is 12-1pm.
 - Most students bring a bag lunch. There are NO microwaves.
 - Students are not allowed to leave the school grounds over the lunch hour. If you wish to take your child out for lunch, you must come to the office and sign them out.
 - There is no Canteen at school. Students are required to bring their own lunches.
- What are your students going to wear?
 - Review the dress code in your handbook or on the school website esm.holyspirit.ab.ca

- Does your student have any new **health** or other problems that may have developed over the summer that will affect the school day?
 - Does the office know about any health-related conditions, or is an appointment necessary to discuss them?
 - Does your child require medication be taken at school? If so, have all required medical forms been completed for the current year and given to the office. These can be found on the website.
 - Medication **may not** be administered to students until all forms are completed by the parent and physician.
- Does your student know where he or she is going **after school**? Do they know how they will get there?
 - The school will receive current bus routes in early September and whenever changes are made. You may check www.holyspirit.ab.ca under schools, transportation for updated information.
 - Bus maps will be available in the office and online at www.southland.ca/lethbridge
- Are you picking them up?
 - Your student will be waiting outside at their designated zone door.
 - There is no supervision after 3:10 p.m. Students cannot stay at school waiting for their ride.
 - If your plans change, contact the school office **before 2:00 p.m.** so we may contact the teacher and your student in their classroom.
- Do they know what **bus** they will be taking?
 - If your student is in the younger grades, will someone be there to meet them at the bus stop? The school bus drivers will not let Kindergarten to Grade 2 students off the bus unless there is someone to meet them.
 - Please inform your child's teacher their bus number and stop number. This will be assigned to you **AFTER** you complete the Transportation Registration form.
 - For those who need the bus on the first day of school, it is the Parent's responsibility to find their bus stop at Southland.ca
 - Bus passes are handed out at the end of September as riders are confirmed.
- If you are not there when your student arrives at home, do they know who will be responsible for them, what the rules are and how to get Emergency help?
- Does the school have your **updated** address and home, work and cell phone numbers that may have changed since last school year?
 - If your information changes throughout the year please contact the school **AS SOON AS POSSIBLE. It is vital that your information be current in case of an emergency.**
- Does your child have their home phone number and your emergency numbers **written** in their school agenda? Backpack? Lunch kit?
 - If your child's class is using agenda's they will receive the agenda on the first day of school.
 - The agenda is an excellent aid to parent/teacher communication. The teacher will use it to send information home and the parents may use it to correspond with the teacher throughout the year. **Please check your child's agenda every day if they have one.**
- Did you order school supplies from School Start?
 - School Start delivers to your house directly.

Fees are due by September 30, 2024. All fees are to be paid via School Cash Online.

2024/2025 - ECOLE ST. MARY SCHOOL BELL SCHEDULE

Monday – Thursday

7:45 AM DOORS OPEN

8:00 AM FIRST BELL

3:00 DISMISSAL BELL

Friday

7:45 AM DOORS OPEN

8:00 AM FIRST BELL

12:30 PM DISMISSAL BELL

Kindergarten: 8:00am – 11:10am Mon-Thurs

ELP 8:15am – 11:15am Mon-Thurs

There will be no supervision after school so please inform the office if you are going to be late.

École St. Mary School Website

Our **monthly newsletter** is published on our website: esm.holyspirit.ab.ca under Resources & Publications – Newsletter. You may read the **monthly newsletter** online, via email - through School Messenger.

We will have a NEW website format/layout for the 2024-2025 school year.

We encourage parents to view and get to know our website as there are many features to better serve our ESM families. For the most up to date events and any changes please refer to the website Calendar.



HOLY SPIRIT EL/JH LETHBRIDGE 2024-2025 SCHOOL YEAR CALENDAR

Aug 26 First day for staff
Aug 28 Opening Mass

O – 5
I – 0

AUGUST '24						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER '24

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Sept 2 Labour Day
Sept 3 First day for students
Sept 25 Div. Board Meeting
Sept 30 National Day for Truth and Reconciliation

O – 19 (24)
I – 19

Oct 14 Thanksgiving Day
Oct 15 School PD Day
Oct 23 Div. Board Meeting

O – 22 (46)
I – 21 (40)

OCTOBER '24						
S	M	T	W	Th	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER '24

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Nov 8 Wellness Day
Nov 11 Remembrance Day
Nov 12 Div. Collab. Day
Nov 27 Div. Board Meeting

O – 19 (65)
I – 18 (58)

Dec 18 Div. Board Meeting
Dec 20 Last day before break
Dec 21-31 Christmas break
Dec 25 Christmas Day
Dec 26 Boxing Day

O – 15 (80)
I – 15 (73)

DECEMBER '24						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JANUARY '25

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Jan 1 New Year's Day
Jan 1-5 Christmas break
Jan 6 First day after break
Jan 22 Div. Board Meeting
Jan 28 Semester 2 begins
Jan 31 School PD Day

O – 20 (100)
I – 19 (92)

Feb 17 Family Day
Feb 18 & 19 Unassigned time for teachers
Feb 20 & 21 SWATCA
Feb 26 Div. Board Meeting

O – 19 (119)
I – 15 (107)

FEBRUARY '25						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH '25

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Mar 17 Div. Collab. Day
Mar 18 Spiritual Dev. Day
Mar 26 Div. Board Meeting

O – 21 (140)
I – 19 (126)

Apr 17 Last day before Easter break
Apr 18 Good Friday
Apr 18-27 Easter break
Apr 21 Easter Monday
Apr 28 First day after break
Apr 30 Div. Board Meeting

O – 16 (156)
I – 16 (142)

APRIL '25						
S	M	T	W	Th	F	S
		1	2	3	4	5
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY '25

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

May 19 Victoria Day
May 20 School PD Day
May 28 Div. Board Meeting

O – 21 (177)
I – 20 (162)

Jun 25 Div. Board Meeting
Jun 25 Last day students
Jun 26 School PD Day
Jun 26 Last day for teachers

O – 19 (196)
I – 18 (180)

JUNE '25						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY '25

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

No students
Stat Holidays
School PD/Div. PD/Spiritual Dev./Collab. Days
Div. Board Meetings
First and last days for students
First and last days for teachers



Sign up for important updates from K. Bouchard.

Get information for **Ecole St. Mary** right on your phone—not on handouts.

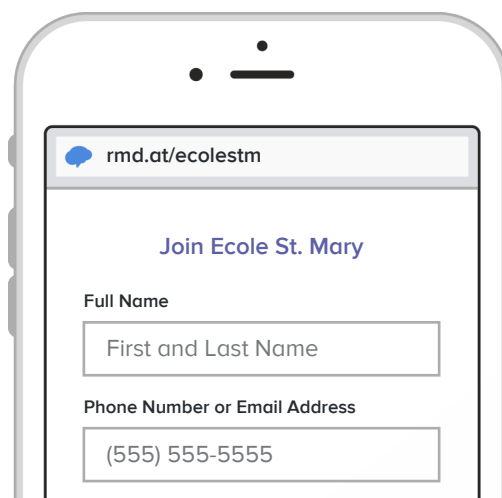
Pick a way to receive messages for **Ecole St. Mary**:

A If you have a smartphone, get push notifications.

On your iPhone or Android phone, open your web browser and go to the following link:

rmd.at/ecolectm

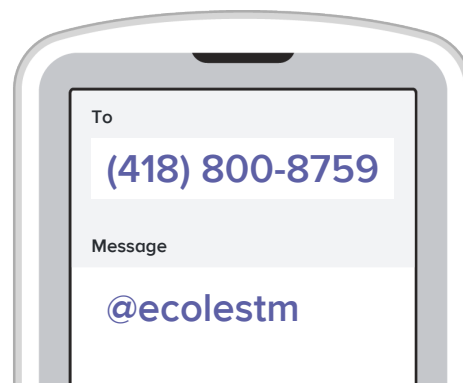
Follow the instructions to sign up for Remind. You'll be prompted to download the mobile app.



B If you don't have a smartphone, get text notifications.

Text the message [@ecolectm](https://t.me/ecolectm) to the number **(418) 800-8759**.

** Standard text message rates apply.*



Don't have a mobile phone? Go to rmd.at/ecolectm on a desktop computer to sign up for email notifications.



bgc Lethbridge



Opportunity Changes
Everything



WHAT BGC LETHBRIDGE CAN OFFER IN YOUR SCHOOL

BGC Lethbridge has been proudly
serving our community for **35** years!

- ✓ **Licensed Childcare**
- ✓ **Affordability Grant** will be available for ALL kindergarten children.
- ✓ **Kindercare** will run from after kindergarten program until 6pm, PD Days & School Holidays

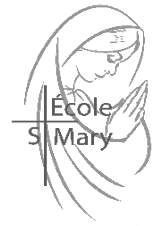
- ✓ **First Priority Summer Camp Registration**
- ✓ **Certified Staff**
- ✓ **Healthy Snacks**
- ✓ **Educational, Sport & Art Programming**
- ✓ **Subsidy Available**
- ✓ **And So Much More!**

ÉCOLE
ST. MARY

FOR MORE
INFORMATION
CONTACT US   
(403) 327-6423
info@bgclethbridge.com
bgclethbridge.com



Ecole St Mary 2024-2025
School Start School Supply List
GRADE: 5



Product Description	Quantity	Requirement
30cm Acrylic Metric Ruler	1	Required
Band-aids - assorted pack	1	Required
Bic Ballpoint Pen, Blue	1	Required
Bic Ballpoint Pen, Red	1	Required
Crayola Coloured Pencils, 24/pack	1	Required
Elmer's Washable School Glue	1	Required
Expo Low Odour Dry Erase Markers, Chisel Tip, Black	3	Required
Fiskar's 7" Pointed Scissors	1	Required
Hilroy 80 page coil notebook	1	Required
Hilroy Exercise Books, 80 page 3/pack (9 books)	3 packs	Required
Kleenex Facial Tissue	5	Required
Plastic Pencil Box, Small	1	Required
School Start Report Covers - 10 pack assorted (20 total)	2	Required
Sharpe permanent Marker, Fine Tip, Black	1	Required
Sharpie Tank Highlighter, Yellow	1	Required
Staedtler Cylindrical Pencil Sharpener	1	Required
Staedtler Norica HB Pencils, 12/pack	4	Required
UHU Glue Stick, 21g	6	Required
White Swan Paper Towel Roll	2	Required
White Vinyl Erasers, 2/pack	2	Required
Headphones or Earbuds	1	Required

Dear Parents/Guardians:

Your teachers at Ecole St. Mary's School are excited to offer the opportunity to purchase quality standardized school supplies through School Start for the 2024/2025 school year. This process will save you both time and money.

**YOU CAN ORDER ANYTIME; however,
THE EARLIER YOU ORDER
THE MORE YOU CAN WIN!!!**

ORDER by June 13, 2024:
✓ **BE ENTERED TO WIN A \$500 GROCERY CARD! x2**



ORDER by July 18, 2024:
✓ **BE ENTERED TO WIN A \$1,000 CASH! x2**



MISSED the above order dates? **IT'S OKAY! YOU CAN ORDER
✓ ANYTIME FOR YOUR CHILD'S BACK TO SCHOOL SUPPLY KIT!**

**Order by June 13, 2024 and you will be entered into both draws. Two winners per draw.*

Winners will be announced on our School Start Facebook and Instagram pages.

3 WAYS TO ORDER:



ONLINE: You can place your order online at www.schoolstart.ca.

Our site is best compatible with Firefox or Chrome.



PHONE: You can call our customer service centre at 1-800-580-1868 to place your order over the phone.



EMAIL: You can print and fill out the order form and return to our office via email to: info@schoolstart.ca.

2 Delivery Options:

- **HOME:** The supplies will be packaged and delivered directly to your house. If you have a P.O. Box, please use your 911 address. Because the kit (s) are delivered to your home, you will have the ability to:

- ✓ Pre-label your child's supplies
- ✓ Add supplies to your order for home use or for your child in another school

- **SCHOOL:** The supplies will be packaged and delivered directly to the school in August before your child arrives, labeled with their name on the School Start Package.

***Any orders placed after July 31st, will be delivered to your home.**

Thank you for your support!



Starter Package

Qty. Description

2	School Start Report Cover (3 Prong) - Yellow
2	School Start Report Cover (3 Prong) - White
2	School Start Report Cover (3 Prong) - Orange
2	School Start Report Cover (3 Prong) - Red
2	School Start Report Cover (3 Prong) - Purple
3	School Start 7 mm Ruled Exercise Book (10 7/8" x 8 3/8") - 80 Pages - 3 Pack
1	Bic Pen (medium blue)
1	School Start Pocket Highlighter (Yellow)
4	School Start White Premium Eraser

Qty. Description

2	School Start Report Cover (3 Prong) - Grey
2	School Start Report Cover (3 Prong) - Green
2	School Start Report Cover (3 Prong) - Light Blue
2	School Start Report Cover (3 Prong) - Black
2	School Start Report Cover (3 Prong) - Navy Blue
1	Bic Pen (medium red)
4	Staedtler Norica HB #2 Pencils (pre-sharpened) - 12 pack
1	Staedtler Coloured Pencils (pre-sharpened) - 24 pack
1	Sheet of Personalized Student Labels (0.5" x 1.75")

Cost of Starter Package

\$ 52.67

Items required by teacher and to be ordered if you do not already have them

Description

Description	Qty. Req'd	Price	Qty. Ordered	Subtotal
School Start Coil Note Book (10 1/2" x 8") - 80 pages	1	1.47		
Staedtler Norica HB #2 Pencils (pre-sharpened) - 12 pack	4	3.58		
Expo Low Odor Dry Erase Chisel Tip Marker (black)	3	1.92		
Sharpie Fine Point Permanent Marker (black)	1	1.35		
School Start 7" Scissors	1	5.19		
School Start Clear Glue Stick - 21 g.	6	1.54		
School Start White School Glue - 125 ml.	1	1.91		
School Start Clear Plastic Ruler (inches/cm) - 12"/30 cm	1	0.90		
School Start One Hole Pencil Sharpener w/ Container	1	2.51		
School Start Plastic Pencil Box (8" x 4.7" x 2.3")	1	2.74		
Plastic Bandages - 30	1	7.83		
Royale Facial Tissue (2 Ply) - 126 Sheets	5	2.31		
Paper Towel Roll	2	3.13		
Maxell Stereo Headphones	1	5.72		

Cost of Required Items

(prices include tax)

\$

Shipping

\$ 4.50

Total Cost (Starter Package + Required Items + Shipping)

(prices include tax)

\$

Contact Info / Payment

Student Name (label to appear on supply box)

Phone Number

Email (summer contact info)

By Credit Card Payment: ☐ Visa ☐ Mastercard ☐ Cheque (made payable to: **School Start**)

Card Number

CVV

Expiry Date

\$

Name as it appears on card

Signature

Amount