

**Welcome to Lewisville Middle School 2024-2025**

**Be Kind, Be Respectful, Be Successful**

Dear LMS Panther Families,

Staff are busy preparing for the arrival of our new and returning LMS Panthers next week! Lewisville Middle School has gone through more physical changes this summer. The inside has been refreshed with new paint, including the gym! Our new drop off area for parents has been finished, a new accessible washroom has been built, and two new portables have been installed.

Please note some following points to help school run smoothly for you and your family:

**Teacher Communication** Homeroom teachers will be emailing parents to welcome students before this weekend to introduce themselves and so students know who they will be seeing on their return day. Thank you for understanding that we cannot entertain individual requests for classes and trusting that staff have carefully built classes to create a positive learning environment and your children will be well supported in their transition to the new school, new classes, and new teachers.

In June, we sent a notice about what to expect in September. This fall we will begin the school year with a staggered entry, so students and teachers have a chance to get to know each other, classmates, and become familiar with routine and expectations in the building. The first day will be dedicated to grade 7/8 students only. Grade 6 students only will join us on Wednesday. All grade 6, 7, 8 students will attend Thursday and Friday. The staggered entry will be as follows:

**Tuesday, September 3th** - grade 7/8 students only

**Wednesday, September 4th**-grade 6 students only

**Thursday, September 5th** -grade 6, 7, 8 students all attend

**Friday, September 6th** -grade 6, 7, 8 students all attend

**Arrival** When students arrive on the first day, they will wait outside until they are directed to their homeroom class. Arrival time is between 7:50 am and 8:25 am each day.

**Start Time** Students are required to be ready for learning at 8:30 am as this is when the instructional day begins. At 8:20 am, students will enter the school to prepare for their classes, wait in homeroom until the bell rings and go to their first class at 8:30 am. This is a new start time this year. Students arriving late, must sign in at the office. A Safe Arrival communication will be sent to inform parents of absences in the morning and an automated call will go home to inform parents of missed periods throughout the day at 6:00 pm. See registration information below.

**Drop off Area** Please use the designated drop off area beside the bus pad if you are choosing to drive your child to school. Using the other side of the street blocks traffic and causes students to cross in busy traffic. Furthermore, the staff parking lot and bus lane are not drop off areas. The neighbors also have requested that their private driveways not be used or blocked.

**No Cellphone Policy** Our no cellphone/electronic device policy continues this year. Please see the attached policy that was approved by the PSSC. In short, the phones are not necessary at school for learning, and they will be kept in the secured locker until the end of the school day.

**School Supplies** An updated school supply list was enclosed with report cards in June and is also attached under documents on our website and on Facebook.

**Dismissal** Classes end at 2:45 pm. At this time, walkers and those being picked up by a parent proceed outside and leave the property to clear the area for bus students. At 2:50 pm, the bus students proceed outside when their bus is called.

**Bus Information** Please register for Bus Planner on the Anglophone East District website. Click the bus picture in the right corner of the website. By registering you will access bus information and be notified of cancellations or delays. Please note that the student number from the report card is required to access this portal. Students coming to us from Arnold H MacLeod or Lou McNarin will automatically be assigned a bus. Bus information has been available since August 26th. If you have a new address, however, the bus will show the previous bus route. Your information must be updated in our system for a new bus route to be created. Alternate transportation will be required.

**Lockers** Our students use lockers which are shared with a classmate. We provide school locks to students. School issued locks are mandatory to help keep personal items safe and secure. Locks will be distributed at the beginning of the year. It is their responsibility to make sure the lock is always locked on the locker and not share the combination.

**Lunch** Students will be eating lunch in the cafeteria space, but there is no cafeteria service at this time to purchase lunches. Packed lunches and snacks would be required from home. Students will access to microwaves in the cafeteria.

**Allergies** We are a low **scent free** environment which means strong perfumes, body sprays, hair products at school and on buses are not permitted. We are also a **nut free** school. Please check snack contents before sending them to school

**Payments** Please sign up on School Cash Online via the Anglophone East website to avoid sending cash to school for health and safety reasons. Email and payment method will be required, although other information is on this site that does not require payment. The student fee is $30 paid via School Cash online. The protocol and policy forms are required to be read and signed by parents and students.

**Reporting your Child’s Absence** Absences are reported using the Anglophone East School Messenger service. There are 3 ways to report an absence.

* + 1. Call Toll-Free 1-833-202-4304
    2. Sign in: <http://go.schoolmessenger.ca>
    3. Download the SchoolMessenger app

We look forward to meeting the students next week.

Sincerely,

Mr. Robert Bourque, Principal

Mrs. Susan Carson, Vice Principal

Ms. Jillian Smith, Vice Principal