

## Bond Academy - First Week Fact Sheet

For your information, we have reviewed the most commonly requested information. This year with our move to 1500 Birchmount Road, the questions are many and varied. If we miss one that you would like to have answered, please contact us at [johnh@web.bondacademy.ca](mailto:johnh@web.bondacademy.ca). Additional information will be following early next week.

**Bond Academy classes** start on Tuesday, September 7, 2010. Students should report to the Before School Program. Staff will be there to greet and supervise the students. Students will be available for pickup from this location after dismissal from school between 3:50 p.m. and 6:00 p.m.

**On Tuesday September 7<sup>th</sup> only**, for **students in Grades 1 to 8**, they will be escorted to the cafeteria, where they will be introduced to staff, get an overview of the schedule for the day and be provided with general rules, expectations and procedures. Parents are welcome to attend this information session. Students will then be escorted to class at approximately 9:05 a.m. Their teacher will give them a tour of the facilities sometime during the orientation. Parents of JK/SK parents and Montessori can take their children directly to the class at 8:45 am. A list of staff members will be forwarded to you early next week.

**Before and After School Programs:** All elementary students are registered in the program. Staff at the program can be contacted directly at (416) 266-8878, extension 410, during program hours (Before School Program 7:00 a.m. to 8:45 a.m. and After School Program 3:45 p.m. to 6:00 p.m.).

**Drop Off and Pick Up:** Access to the Before School and After School Program will be available by entering the parking lot on the north side of the school. There is a designated parking area for pick-up and drop-off. Enter the gate into the yard and proceed to the Before School and After School door. A map is included for your information.

**Before School Program:** The **Before School Program** opens to receive students at 7:00 a.m. and delivers the students to class for the start of the school day. Supervised activities will be available to the students.

**After School Program:** Following dismissal from class

- Students in grades 1 to 8 will report to their homework rooms where they will be supervised and assisted by one of the teachers until 4:30 p.m. At 4:30 they will go to the After School Rooms, gym or outside for activities.
- The Montessori and Kindergarten students will be escorted to the **After School Program** where they will be supervised until they are picked up.

The After School Program closes at 6:00 p.m. Parents arriving after 6 p.m. will be required to pay a late fee directly to the staff member on duty. The late fee will be posted in the After School Room.

**Release of Students:** Students will **only be released to a supervising adult**. However, we recognize that some students may be taking TTC or be within walking distance. If you wish your child to be dismissed **without meeting an adult**, we will need to **receive a written request from you**, outlining the times that you wish your child to be dismissed.

For students not being dismissed directly, only parents/guardians identified on the admission form will be able to pick up the child. If you wish to have **additional adults pick up your child**, we will need to receive this **request in writing, stating the name, address and telephone number of the adult(s)** and the conditions under which they have access to your child. When you pick up your child, if the supervisor does not know you or the individual you have designated for pickup, the supervisor will ask you for identification. Please understand that this is for the protection of your child.

**Peanut-Free School:** I want to emphasize that Bond Academy is a peanut/peanut-product free school. We have students attending the school who have a severe allergy to peanuts and nut products. This allergy is life threatening. Any contact, directly or indirectly, would result in an anaphylactic shock reaction, which can prove fatal in a few minutes. Parents should not send peanut products to school with their children.

**Medication:** Any students requiring daily medication should give the medication, in weekly amounts, and written instructions, with Mrs. Passmore in the office. All medication must be stored in the office to ensure that the medication is correctly distributed and is not inadvertently accessible to younger students.

**Swim Program:** We will be reviewing the safety procedures and expectations for the students, and determining specific information re the swimming skills of our students, particularly those new to Bond Academy. The program will commence once the students have demonstrated an acceptable awareness of those policies and procedures. We anticipate that we will begin the program within two weeks of the start of school. Each student will receive swimming once a week, as a component of the Physical Education Program. They will need to bring a swimsuit and a towel. Students will be transported via bus or van to the pool at 720 Midland. The specific times and days of the swim program will be forwarded to you.

**Physical Education:** All students are expected to participate in our Physical Education Program. Students should bring with them the Bond Gym Uniform and running shoes. If you have not yet purchased the uniform, bring a t-shirt, shorts or track pants; sweat socks/change of socks and running shoes. For safety reasons and for the protection of the surface of the floor, students must wear running shoes at all times when they are participating in gym activities. All students will be required to wear the Bond gym uniform from Grades 1 – 12 when participating in gym classes. Please watch for additional information.

**Hot Lunch Program:** The Hot Lunch Program is available to the students immediately. The cash cost of an individual lunch is \$5.00 or you can purchase 5 lunches for \$20 using the electronic lunch card. We prefer that the students use a lunch card for purchasing their lunch to minimize the chance of lost money. Lunch cards can be obtained from the accounting department with a minimum deposit on the card of \$20. Additional money can be deposited on the card through accounting.

**Locks/Lockers:** All of our students, starting at Grade 1, will be assigned a locker. Students should purchase combination locks. The school will maintain a list of lockers and the combination of the locks, in the event that a student forgets the location of their locker or the combination. We will be directing the students not to share their combination with other students. Please reinforce that information with your child.

**Parent purchased Textbooks:** A list of textbooks that should be ordered is located on the website. You can order directly from the company, make arrangements to purchase used textbooks from students in the program last year, or purchase the textbooks from a bookstore that sells Ministry approved textbooks. If there are any problems, please contact the office. If you have not yet ordered the textbooks for your child, please do so immediately.

**Uniforms:** Students **must wear their complete uniforms, and wear it appropriately**, on a daily basis. **Students must wear black dress shoes.** They will need to also bring a pair of running shoes for gym. Students not wearing an appropriate uniform could be excluded from attending class if they do not address concerns pointed out to them by staff.

Uniform orders will be delivered to the school for pickup. Please see Nadine at the front desk. Some students registered late may not have received their uniform order by the start of the school year. In the event that you have not received the uniform, please have your child wear dark or gray pants with a white shirt. As well, please send a note with your child explaining that you have not yet received your order. We will contact the uniform company to assist you in receiving those uniforms as quickly as possible.

**Electronic Communication:** As a component of our enhanced communication program, we will be issuing many of our letters, via email. Teachers will also have their own web page which will give you the latest information related to their programs, including assignments, tests and homework. Parents can use this webpage to keep informed and to also supplement the information shared with them by their child. All parents will be asked for an up-to-date email address.