



Park Meadows School

50 Meadowlark Blvd. N.
Lethbridge, AB T1H 4J4
T: 403-328-9965 F: 403-328-9975
Email: meadows@lethsd.ab.ca

Website: pm.lethsd.ab.ca
Twitter: @ParkMeadowsSch
Facebook: /ParkMeadowsSchool
Instagram: @ParkMeadowsSchool

WELCOME TO OUR SCHOOL

WE ARE VERY HAPPY TO HAVE YOU JOIN
OUR SCHOOL COMMUNITY

Our School Website <http://pm.lethsd.ab.ca> has:

- Information for Parents
- Teacher Websites
- Yearly Calendar
- Newsletters
- Contact Information
- Program Services
- School Cash Online
- PowerSchool
- SchoolMessenger Absence Reporting

School Contacts

Principal:	Mark Blankenstyn
Vice Principal:	Sharon Willms-Laing
Administrative Assistant:	Lisa Weiss

2020-2021 KINDERGARTEN REGISTRATION PACKAGE

Dear Parents:

Re: Kindergarten Immunization and Health Screening Reminder

Alberta Health Services recommends that all children 4 years of age or older have the following health checks done before entering Kindergarten in September.

1. Immunization update: A complete immunization series for entry into school would include the 5th dose of pertussis, tetanus, diphtheria, polio, and a 2nd dose of measles, mumps, rubella, and chicken pox and possibly a booster dose of pneumococcal vaccine.

The preschool immunization update can be done at your local Community Health Office. Please phone your local office for an immunization appointment:

Bow Island	403-545- 2296	Medicine Hat	403-502-8214
Brooks	403-501-3300	Milk River:	403-647-3430
Cardston:	403-653-5230	Oyen	403-664-3651
Coaldale:	403-345-3000	Raymond:	403-752-5430
CNP:	403-562-5030	Picture Butte:	403-388-6751
Fort Macleod:	403-553-5351	Pincher Creek:	403-627-1230
Lethbridge:	403-388-6666	Taber:	403-223-7230
Magrath:	403-758-4422	Vauxhall:	403-223-7229

2. Hearing screening: This should be completed if you have concerns.

In the West South Zone, all hearing screening appointments for the region can be booked by contacting Audiology & Children's Allied Health Services at 403-388-6575.

In the East South Zone, hearing screening appointments can be arranged in Medicine Hat 403-528- 8175, in Bow Island 403-545-5123, in Oyen 403-664-3651 and in Brooks 403-501-3300.

3. Dental check up: Your family dentist can provide you with this service.

4. Eye exam: An optometrist examines eye health as well as tests vision. Alberta Health fully covers the cost of eye examinations for all children between the ages of 0 and 19 years.

Your Public Health Nurse

Students NEW to the School

If you are registering as a new student, you must have the following accompany your registration package:

- a photocopy of your birth certificate (if you were born in Canada)
 - a photocopy of your Canadian citizenship status if you were not born in Canada
 - a copy of your most recent report card from last school attended
 - a copy of a document verifying your address
-

Important Freedom of Information for Parents

The personal information requested on this form as part of the school registration process is collected under the authority of Alberta's Freedom of Information and Protection of Privacy Act (FOIP), the *School Act* and its regulations, and the Canadian Charter of Rights and Freedoms, Section 23.

This information will be used for the establishment of a student record, determination of residency, for a school board's obligation to provide students with an education program that meets their needs, to provide a safe and secure school environment and other purposes that relate directly to and are necessary for an operating program or activity, including program placement, determination of eligibility and/or suitability for provincial or federal funding, contact and health related information in the event of problems or emergencies. Personal information may also be provided to the Minister of Education for the purpose of carrying out programs, activities, or policies under his/her administration (e.g. research, statistical analysis). This information will be treated in accordance with the privacy protection provisions of the *FOIP Act*.

Normal School Information Disclosure

Parents/Guardians Please Read Carefully

The Freedom of Information and Protection of Privacy Act requires that consent be obtained for the collection and use of personal information that is not authorized under the *School Act*. The Lethbridge School Division believes that the uses listed below are part of a vital, healthy and functioning school and participation of all students is important and encouraged.

- the use of a student's name, photo, comments in the school calendar, newsletter, yearbook, graduation book, or other school publication.
- the taking of individual, class, team or club photos for school purposes and the use of student photos for the issuance of identification passes (i.e., library, activity, transit/bus).
- the use of student names on artwork or other creative work or material of students displayed at school or School Board sites, provided the Copyright Release section of this form is signed.
- the use of student names in honour rolls, birthday recognition, and other such acknowledgements within the school or School Board.
- the publication of student names as part of graduation and award ceremonies.
- the use of student names and academic information necessary for determining eligibility or suitability for provincial, federal or other types of awards or scholarships in the event the Board applies on a student's behalf.
- the use of students' names, related contact information and telephone numbers for absenteeism verification.
- the taking of photos and/or videos of classroom activities, and their use by the media or other organizations where students are not identifiable (the accompanying *Media Consent Form* may provide consent for situations where individual students are identifiable or interviewed and the material will be used outside the school). Please note that photos and/or videos of school activities that are open to the general public may be taken and used for purposes within and outside of the school. The school may not be able to restrict such activity at public events.
- the circulation of personal information on a "need to know" basis for students who have severe, life threatening medical conditions or for students in emergency situations.
- the taking of photos/videos of classroom or other school activities by the School Board where the material will be used within the school. (Where individual students are identified or interviewed and the material will be used outside the school, a separate and specific consent will be required. You will be contacted prior to this event taking place.)

If you have concerns with any of these uses of information, please notify the school principal in writing.

Please retain this document at home for future reference.



Is Your Child of First Nation, Metis or Inuit (FNMI) Heritage?

Dear Parents:

In 2004, after consulting with Aboriginal representatives, Alberta Education introduced the Aboriginal Learner Data Collection Initiative. It was introduced to identify First Nation, Metis and Inuit (FNMI) students for the purpose of helping to improve education programs and achievement for FNMI learners. The information helps Alberta Education and our school district determine effectiveness of initiatives for FNMI students, target programs to address student needs, identify promising practices, and determine professional learning needs for teachers. It is important information needed to provide the best possible learning environment for our FNMI students.

You will notice a section on your child's registration form that invites you to indicate if your child is of Aboriginal heritage. This question appears on all student registration forms in school jurisdictions across the province. The choice for an Aboriginal learner to provide this information is voluntary. As part of our on-going commitment to develop programming that reaches all students and to better serve the needs of our FNMI students, we ask that if your child is of Aboriginal heritage you check the appropriate box.

We also encourage all parents to visit our website or call our schools to find out more about the excellent programs and services we offer to our FNMI students.

John Chief Calf,
Coordinator of FNMI Education




School Messenger

Instructions for Parents/Guardians

Lethbridge School District 51 is pleased to introduce its student absence reporting system. This system makes it easier for you to report your child's absence, reduces the time it takes to verify student attendance, and allows staff to respond to unexplained student absences more efficiently.

This new absence reporting system is called **SchoolMessenger**. It allows you to report your child's absence quickly and conveniently in one of three ways:

1	Mobile App	 SchoolMessenger App
Download the Apple or Android app to report absences.		
2	Website	go.schoolmessenger.com
Log into this website to access the Parent Portal where an account can be set up to report absences.		
3	Phone Line	1-866-879-1041
Call the toll-free, interactive telephone system to report absences.		

All methods are available 24 hours a day, 7 days a week. Therefore, absences may be reported ahead of time, e.g. Doctor or dentist appointment etc.

In addition, we will be using the SchoolMessenger automated notification system to contact parents whose child is absent when the absence was not reported in advance. SchoolMessenger attempts to contact parents at multiple contact numbers until the designated contact(s) is/are reached. If the system is unable to reach a designated contact within 25 minutes, office staff will follow up. If you report your child absent in advance using the SchoolMessenger website, app or toll-free number, you will not receive these calls.

Please note that accounts must be created using email addresses that we have on file in the office. Student update forms can be found in the school office, if you need to change/update any information.

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Website: pm.lethsd.ab.ca
Twitter: @ParkMeadowsSch
Facebook: /ParkMeadowsSchool
Instagram: @ParkMeadowsSchool



SafeArrival

Telling the school
your child is absent

PHONE
1-866-879-1041



3

Press 3
For
"Attendance"

#

Enter Your
Phone Number
that you have
registered
with the
school

1

Press 1
For
"Absence
for Today"

1

Press 1
To finish

6

Press 6

For "Parent
Approved
Absence"

1 for illness/injury
2 for appointment
3 for out of town
4 for weather
5 for bereavement

1

Press 1
For Full Day

2 for late
3 for early
departure
4 for leave and
return



Call when your child
is not going to school

Resource Developed by Lethbridge Family Services

Fast. Safe. Convenient.

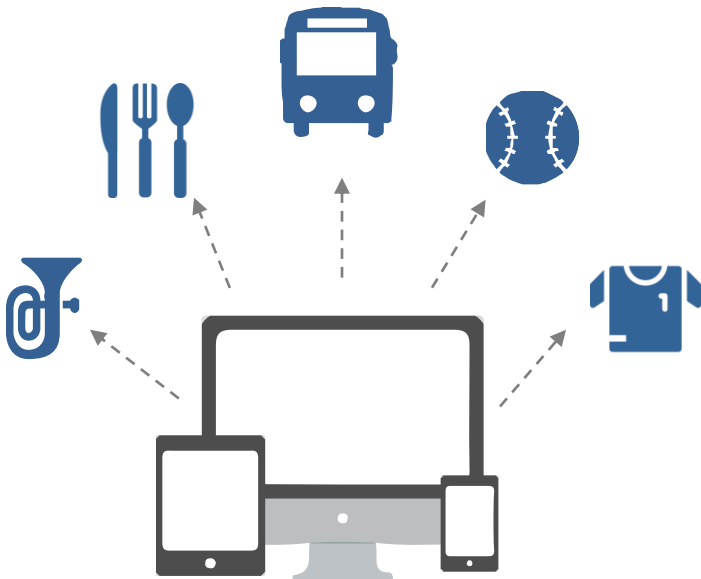
Welcome to *School Cash Online*

School Cash Online is an online parent portal that offers a safe, fast and convenient way to pay for school activity fees. The portal is customized to meet your school's needs and allows you as a parent, to add your students, make payments, check current balance/account history, print or view receipts, and receive notifications about upcoming events.

Why Use School Cash Online?

With School Cash Online, you can pay all your student's school fees with the click of a button. Wherever. Whenever. Trips to the school to drop-off cash or sending your student with money will be a thing of the past. School Cash Online also enables you to keep track of your student's school items and activities.

Purchase these items and more online.



Credit Card

Pay with Visa or MasterCard on School Cash Online by entering your credit card number, CVV number (the three digits on the back of your card), card expiry date, and billing information.

eCheck

An electronic version of a paper check used to make payments online. Anyone with a checking or savings account can pay by eCheck through School Cash Online.

How to Register

Follow these instructions to create your School Cash Online account today.

- 1 **Create Your Profile:**
Go to <https://lethbridge.schoolcashonline.com> and click on "Get Started Today".
- 2 **Confirm Your Email:**
Check your inbox for the email confirmation and click on the link inside. Sign in with your new login details.
- 3 **Add a Student**
Click "Add Student" and fill in the required fields with your child's details.

Stay connected by selecting "Yes" to email notifications about upcoming fees.

- I want to receive email notifications for new fees assigned to my student and updates on school-related activities.



For more information contact Parent Helpdesk at
parenthelp@schoolcashonline.com or 1.866.961.1803

SchoolCashOnline

For safety and efficiency reasons, **Lethbridge School District No.51** would like to reduce the amount of cash & checks coming into our school. Please join the thousands of parents who have already registered and are enjoying the convenience of paying ONLINE! It takes less than 5 minutes to register. Please follow these step-by-step instructions, so you will begin to receive email notifications regarding upcoming events involving your child(ren).

NOTE: If you require assistance, select the *SUPPORT* option in the top right hand corner of the screen.

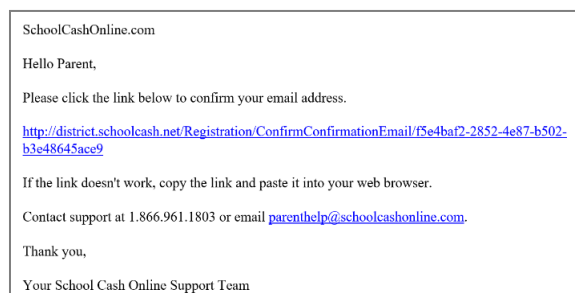
Step 1: Register

- a) If you have not registered, please go to the *School Cash Online* home page <https://lethbridge.schoolcashonline.com/> and select the "Get Started Today" option.
- b) Complete each of the three Registration Steps
 *For Security Reasons your password, requires 8 characters, one uppercase letter, one lowercase letter and a number.



Step 2: Confirmation Email

A registration confirmation email will be forwarded to you. Click on the link provided inside the email to confirm your email and *School Cash Online* account. The confirmation link will open the *School Cash Online* site prompting you to sign into your account. Use your email address and password just created with your account.



Step 3: Find Student

This step will connect your children to your account.

- a) Enter the School Board Name.
- b) Enter the School Name.
- c) Enter Your Child's Student Number (this can be found on the report card)
- d) Enter Your Child's Last Name and Birth Date.
- e) Select *Continue*.
- f) On the next page confirm that you are related to the child, check in the Agree box and select *Continue*.
- g) Your child has been added to your account.

Find Student

School Information

School Board Name: School Board 1575
Looking for a student in a different school board? [?](#)

School Name: [?](#)

Student Information

Do you have the student number?

Student Number:

First Name:

Last Name:

Birth Date: Date format: mm/dd/yyyy

(No students? [Click here](#))

Step 4: View Items or Add Another Student

If you have more children, select "Add Another Student" and repeat the steps above. 8 children can be added to one parent account. If you do not wish to add additional children, select "View Items For Students" option. A listing of available items for purchase will be displayed.

ENGLISH KINDERGARTEN: Preference: Mondays+Wednesdays (Full)+Alternating Fridays (AM) Tuesdays+Thursdays (Full)+Alternating Fridays (AM)

Alberta Student Number (if known): _____

School: Park Meadows School

* Required Fields

*Legal Last Name: _____ *Legal First and Middle Names: _____

* Preferred Last Name (if different): _____ *Preferred First Name (if different): _____

*Birthdate (M/D/Y): _____ *Gender: Female Male Unknown Unspecified

* Home / Cell Phone Number: _____

*Birth Certificate: Yes No *Other Proof of Residency: Yes No

*Home Address: _____

*Mailing Address: _____

(House and Street) (City) (Province) (Postal Code)

Siblings currently enrolled with Lethbridge School Division: _____

**Medical information (i.e. medical conditions, allergies, etc): _____

**This must be completed every year

Name and location of previous school attended: _____

Date last attended previous school: _____ Last Grade Completed: _____

Priority 1 Contact Information (i.e. parent or guardian)

Priority 2 Contact Information (i.e. parent or guardian)

First & Last Name: _____

First & Last Name: _____

Address: _____

Address: _____

City, Postal Code: _____

City, Postal Code: _____

Relationship to Student: _____

Relationship to Student: _____

Home Phone: _____

Home Phone: _____

Work Phone: _____

Work Phone: _____

Cellular Phone: _____

Cellular Phone: _____

E-Mail Address: _____

E-Mail Address: _____

Student is living with (check ALL applicable boxes): Priority 1 Priority 2 Other

Emergency Contact Information (in the event the above contacts are unavailable)

First & Last Name: _____

Address, City, PC: _____

Relationship to Student: _____

Home Phone: _____

Work Phone: _____

Cellular Phone: _____

Please ensure this emergency contact is advised that their name has been used for this purpose. You may add additional Emergency Contacts at your school office.

Aboriginal Self Identification - If you wish to declare that the student is Aboriginal, please select one:

First Nation (status) First Nation (non-status) Metis Inuit

For further information, please refer to: www.education.alberta.ca/system-supports/results-reporting or contact Alberta Education at 780.427.8501.

If you have questions regarding the collection of student information by the school board, please call 403.380.5299.

First Nation of Residence: _____ Student's Indian Registry number (10 digit): _____ (IF APPLICABLE)

Citizenship: 1 - Canadian Citizen 2 - Permanent/Landed Immigrant 5 - Study Permit

English as a Second Language (ESL) Eligibility

A student may be eligible for ESL support when the primary language spoken at home is a language other than English. ESL students can be born in Canada or in another country.

Languages Spoken at home: _____

Student's first language spoken: _____ Do you need assistance with interpretation? Yes No

Pursuant to Section 23 of the Canadian Charter of Rights and Freedoms:

Citizens of Canada

- whose first language learned and still understood is French; or
- who have received their primary school instruction in Canada in French (this means instruction in a French only school, not a French Immersion program) have the right to have their children receive primary and secondary instruction in French; or
- of whom any child has received or is receiving primary or secondary instruction in French (this means instruction in a French only school, not a French Immersion program) in Canada, have the right to have all their children receive primary and secondary instruction in the same language.

According to this criteria, are you eligible to have your child educated in French? Yes No

If yes, do you wish to exercise your right to have your child educated in French? Yes No

**In Alberta, parents can only exercise this right by enrolling their child in a French first language (Francophone) program offered by a Francophone Regional authority.

I hereby certify that the foregoing information is true, correct and complete to the best of my knowledge and belief.

Signature: _____

Date: _____



Lethbridge School Division

20 20 / 21 Student Registration Package

Student's Name: _____ School: Park Meadows School Grade: Kindergarten

INSTRUCTIONS

1. Read the Freedom of Information and Protection of Privacy Act information and Normal School Information notifications sheet enclosed in this package and retain this document at home for your reference.
2. Complete or verify the Student Registration Form.
3. Read and complete the enclosed Consent Forms.
4. Return the completed registration package to the school.

Consent to receive Commercial Electronic Messages (CEM's)

On July 1, 2014 Canada's Anti-Spam Legislation (CASL) came into effect. As of this date, Lethbridge School Division cannot send any messages by any means of telecommunication including e-mail messages, text messages, instant messages and direct messages to social networking accounts, where one or more of the purposes of this message is to encourage participation in commercial activity, whether or not there is an expectation of profit, unless we have received express consent to send these messages.

Lethbridge School Division values the many learning opportunities, activities and mementos that enhance the educational experience that we provide to our students. Some of these opportunities include performances, field trips, travel, school clothing, student photos, yearbooks, hot lunches or similar school related activities. In order for Lethbridge School Division, our schools and school councils to communicate our programs, activities and special offers through electronic means, we require your consent.

By signing this document, I/we consent to receiving a commercial electronic message (CEM) from Lethbridge School Division, its schools, and school councils. Examples of these would include, but would not be limited to:

- Newsletters
- Offers to purchase goods and services such as
 - Apparel
 - Yearbooks
 - School Photos
 - Travel offers
 - Hot lunches
- Advertisements for school activities, events and programs for which there is a fee

Note that consent to receive CEM information may be withdrawn at any time by contacting the School or Lethbridge School Division.

I, _____ the parent/guardian/Independent Student give my consent to receive Commercial Electronic Messages (CEM's) from Lethbridge School Division, its schools and school councils. This consent will remain in effect until I expressly withdraw my consent by notifying the School or Lethbridge School Division.

Signature of Parent/Guardian/Independent Student

Date

Email address: _____

(Please print clearly)

CONSENTS FOR INFORMATION DISCLOSURE

Copyright Release

As part of a student's educational program, they may be recorded and taped; have their work displayed; have their work reproduced for non-profit, educational purposes. Their production(s)/work(s) may be shown at educational displays during open house, in-service sessions and other school-related activities at school or School Board sites, or at school or School Board sponsored displays in the community or used in a school publication.

_____ I give my consent to the information disclosures as described above.

_____ I do not give my consent to the information disclosures as described above.

I understand that this consent is valid for this current school year only.

_____	_____	_____
Print Name	Signature of Parent/Guardian/ Independent Student	Date

Media/Internet Consent

Lethbridge School Division enjoys and encourages an open and positive relationship with print (i.e. newspapers, magazines, etc.) and broadcast media (i.e. television, radio, etc.) as a means of promoting and reporting on school activities. In addition, schools are using the Internet (websites, web-based programs) to increase positive learning, sharing and recognition opportunities for staff and students.

By signing this section I/we consent to the disclosure of information for use by Media and/or School Division use for learning and/or celebration of learning purposes. Examples of these would include, but would not be limited to:

- Interviews for media or school publications (i.e. - school newsletters, etc.)
- Photograph of the student and posting of student's name
- Group and class photographs that include student and their name
- Class work (i.e. - art, stories, projects) done by student
- Awards, scholarships, prizes received by student
- Participation of Student in Extracurricular Activity (Athletics, clubs, fundraising efforts, music)
- Collaboration with other schools and classrooms using web-based programs such as Skype, YouTube, Twitter, etc.

Please mark one of the following to indicate your consent:

_____ I give consent to disclosures as described above.

_____ I do not give consent to the above disclosures.

_____ I give consent, with the following exceptions.

_____	_____	_____
Print Name	Signature of Parent/Guardian/ Independent Student	Date

Public Health

Alberta Education will share student demographic information with Alberta Health Services in the case of health emergencies, such as a disease outbreak.



Annual Volunteer Registration Form

Valid only for the current school year

In order to ensure the security and safety of our staff and students, all volunteers in our schools **need to be registered**. This form must be completed annually. The information collected on this form will be held in strict confidence.

A volunteer is:

Someone who assists schools and/or students either in curricular or extra-curricular activities including volunteer drivers and students volunteering outside their school.

Volunteers do not include:

- guest speakers
- presenters
- visitors to the school
- parents assisting their own children in the school
- school council members in their position as school council members
- Lethbridge School District #51 students volunteering in district schools

You must be 13 years or older to register as a volunteer.

PART A (Completed by all applicants)

Name of School or Department: Park Meadows School		School Year: 2020-2021										
Your Name: (Last Name, First Name)												
If different from above, the name your Police Information Check (PIC) was registered under:		Date of birth: (YYYY/MM/DD)										
Mailing Address: (with Postal Code)												
Daytime Phone:	Evening Phone:	Cell Phone:										
<p>Do you have children or grandchildren registered in this school? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes, please list by name and teacher or homeroom:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; padding: 5px;">Name of Student:</td> <td style="width: 50%; padding: 5px;">Teacher/Homeroom:</td> </tr> <tr> <td style="border-bottom: 1px solid black; height: 20px;"></td> <td style="border-bottom: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="border-bottom: 1px solid black; height: 20px;"></td> <td style="border-bottom: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="border-bottom: 1px solid black; height: 20px;"></td> <td style="border-bottom: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="border-bottom: 1px solid black; height: 20px;"></td> <td style="border-bottom: 1px solid black; height: 20px;"></td> </tr> </table>			Name of Student:	Teacher/Homeroom:								
Name of Student:	Teacher/Homeroom:											
You may be asked to provide two references (Principal's discretion):												
Name of Reference:	Telephone Number:											

Part B: (complete if required: See * below)

The section below asks for information pertaining to Police Information and vulnerable sector checks. Please see * below regarding volunteer duties that require these checks. **If not applicable move to Part C.**

1. Have you ever been subject of an investigation or order under the *Child Welfare Act of Alberta* or equivalent legislation in any other province or country? (If you answer "Yes" to this question, you must submit a current Child Welfare Statement along with this form.) **No** **Yes**

2. Do you have a criminal record for which you have not received an official pardon? **No** **Yes**

Note: "Yes" to either (1) or (2) above will not automatically exclude an applicant from becoming a volunteer in Lethbridge School District No. 51

3. Have you completed a Police Information Check (PIC) previously for Lethsd51 or another organization? *{Please attach}* **No** **Yes**

If you answered yes, where _____ and when _____
Name of School/Organization Date (YYYY/MM/DD)

*All individuals, including minors under the age of eighteen, who may be engaged in the following volunteer activities, shall be required to provide a current (within last 9 months) Police Information Check and an Intervention Record Check **once every three years** prior to assuming any volunteer duties regarding:

- Involvement in Sports Teams;
- Overnight field trips;
- Activities involving the supervision of students where District staff members are not in attendance at all times; or
- Driving students in District or non-District owned vehicles

Police Information Checks and/or Intervention Record Checks may also be required at the sole discretion of the principal, and/or the Superintendent in any circumstances where it is deemed appropriate. Under exceptional circumstances, the Superintendent may waive the requirement for the provision of a Police Information Check and/or Intervention Record Check.

Part C: Must be read and signed

As a volunteer, we would like to advise you of the following conditions:

1. Confidentiality is of the utmost importance in the school setting in order to ensure that the dignity and worth of students, parents, volunteers and school staff is honored.
2. Any information collected, used, generated, and stored by Lethbridge School District No. 51 including student, instructional, financial, or administrative information is strictly confidential and is to be used only in the performance of volunteer duties.
3. You may not disclose, communicate, publish, take, alter copy, interfere with, or destroy any information unless you are specifically authorized to do so by the teacher or principal.
4. You must notify the principal of any new criminal charges at the time the charge is made.
5. The teaching and administration staff is responsible for student learning and discipline.
6. School administration, teaching, and support staff have specific roles to play and it is important that the staff of a school operate as a team.
7. You as a volunteer monitor can assist greatly in enhancing student learning by working positively and cooperatively with the school team.
8. Any failure to comply with these conditions or Lethbridge School District No. 51 [Procedure 1003.3](#) may result in termination of your position as a volunteer.

By signing this volunteer registration form, I am agreeing to the conditions outlined.

Signature

Current Date (YYYY/MM/DD)

The information on this form is collected under Alberta's *Freedom of Information and Protection of Privacy Act* to carry out our responsibilities under the *School Act*.