



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 EEP REGISTRATION PACKAGE

Students returning for their second year of programming can begin registering on January 27, 2020.
New students can begin registering on February 3, 2020.



Early Education Program

Intent to Register

2020 – 2021 School Year

This year we are proceeding with an “intent to register” process for Lethbridge School Division Early Education Programs for 3 and 4 year old children. How is this different than previous years? We will not know our exact funding for early childhood programs until the provincial budget is announced at the end of February or beginning of March. We are also awaiting possible anticipated changes provincially for children having severe delays/disabilities that receive Program Unit Funding (PUF), which could impact our Early Education programming. Rather than delaying registration until after the budget announcement, we are proceeding with registration, but with the understanding that there could be changes in programming depending on what the provincial budget presents and possibly any changes to Program Unit Funding (PUF). Early Education programs are not mandatory in Alberta and only receive funding for children with identified needs. The remainder of the funding comes from Early Education Program fees that families pay.

We are hoping to operate Early Education Programs in Lethbridge School Division similar to the past, but if there are significant changes that do not work for your family, we would refund your \$40 registration fee.

EARLY CHILDHOOD SERVICES REGISTRATION



Early Education Programs and Kindergarten

SCHOOL YEAR: 2020-2021



PROGRAM REQUIREMENTS

Kindergarten Programs – children must be five years of age on or before December 31, 2020.

Early Education Programs (for 3 & 4 year olds) – typically developing children must be at least 3 years of age as of September 30, 2020.

- ✚ Programming for 4 year olds is 4 half days per week. Program fees are \$185.00 per month.
- ✚ Programming for 3 year olds is 2 half days per week. Program fees are \$ 95.00 per month.

Alberta Education does not provide funding for Early Education programs, other than for children who have identified needs. Children who experience difficulties in speech, language, hearing, vision, behaviour, and/or motor skills, that meet Alberta Education requirements, may access early intervention programming within our early education classrooms as follows:

- ◆ Children identified with mild/moderate delays must be at least 4 years old by December 31, 2020.
- ◆ Children identified with severe delays must be at least 3 years old by December 31, 2020.
A current assessment indicating the child's identified area of need is necessary for program placement. Should a child meet the Alberta Education requirements, as well as the age requirements, they may access programming without monthly fees.
- ◆ Children whose primary language is not English must be 4 years old by December 31, 2020 in order to access ESL (English Second Language) supports. Families must participate in an ESL screening with the Early Education Program Learning Support Teacher in order to confirm access to ESL supports.

REGISTRATION REQUIREMENTS

Registration will be considered incomplete until the following documents have been received.

- ◆ Birth Certificate (please bring the original document to the school so that we may make a copy)
- ◆ Or one of the following: Adoption Certificate, Canadian Citizenship Certificate, Confirmation of Permanent Residence (COPR), or a valid Permanent Resident card.
- ◆ \$40.00 (cash) non-refundable registration fee (applies to Early Education Programs only)

Children Returning for a Second Year of Early Education Programming

- If your child is currently attending an Early Education Program in the Lethbridge School Division, and they will attend a second year of Early Education Programming, you may return this completed package to the school you wish your child to attend in the fall. We will endeavor to accommodate preferences for school sites and class times (morning or afternoon), but this will depend on numbers that register at each school site. A \$40 registration fee applies to all returning children in Early Education Programs.

Early Education Programs in North and South Lethbridge:

- If your child will be new to an Early Education Program in September 2020, please complete the attached package and return it to your preferred school starting February 3, 2020. Space is limited so registering as soon as possible (beginning February 3, 2020) is recommended.

Early Education Programs in West Lethbridge:

- If your child will be new to an Early Education Program in September 2020, please go to any one of the Lethbridge School Division Westside elementary schools (Mike Mountain Horse, Coalbanks, École Nicholas Sheran or Dr. Gerald B. Probe) and complete an “Expression of Interest” preference form during the month of February. You will be asked to rank your preference of location from first to fourth, as well as preference for morning or afternoon programming. Names will be drawn at the beginning of March to determine which children will attend Early Education Programs at each school site, based on preferences parents have indicated. Only one form per child will be considered across all the west side schools. Waitlists for programs, if needed, will be established through the lottery process. You will be notified in early March which program your child will attend, then you will follow up with formal registration at that school by March 27th. If registrations as a result of the lottery process are not completed by March 27th, any vacancies will be filled with children on the waitlist.

Kindergarten registration begins January 20, 2020

- Complete the attached package and return to your designated boundary school (unless you are accessing French immersion, faith-based, or Spanish bilingual programs). If you require assistance in determining your boundary school please consult the School Locator Package on the Lethbridge School Division [website](#).

Please advise the school if your child has an identified delay, which may require support, or if your child has had a recent assessment. If your child may have support needs, or if you are concerned about your child’s development, you may contact the Early Childhood Coordinator, Isabelle Plomp or the Program Unit Funding Consultant, Rochelle Neville.

Isabelle Plomp Lethbridge School Division 433 – 15 th Street South Lethbridge AB T1J 2Z4 Phone: (403) 380-5291 Email: Isabelle.plomp@lethsd.ab.ca	Rochelle Neville Lethbridge School Division 433 – 15 th Street South Lethbridge AB T1J 2Z4 Phone: (403) 380-5387 Email: rochelle.neville@lethsd.ab.ca
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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



Fast. Safe. Convenient.

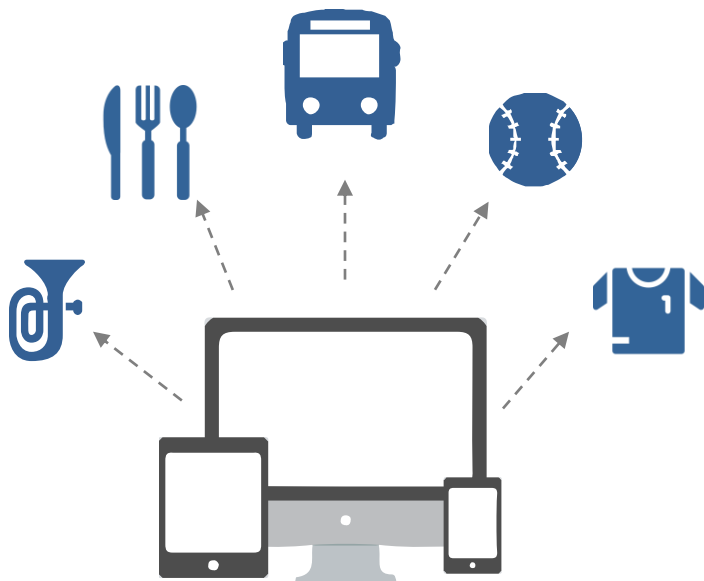
Welcome to *School Cash Online*

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.

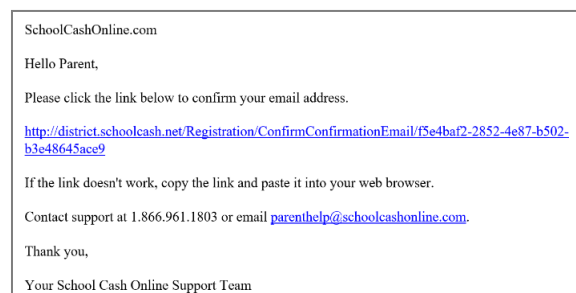
Step 1: Register

- 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.
- 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.

- Enter the School Board Name.
- Enter the School Name.
- Enter Your Child's Student Number (this can be found on the report card)
- Enter Your Child's Last Name and Birth Date.
- Select *Continue*.
- On the next page confirm that you are related to the child, check in the Agree box and select *Continue*.
- 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.

Early Education: Preference ☐ 4 Day MORNING ☐ 4 Day AFTERNOON ☐ 2 Day MORNING ☐ 2 Day AFTERNOON
 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)

First & Last Name: _____
 Address: _____
 City, Postal Code: _____
 Relationship to Student: _____
 Home Phone: _____
 Work Phone: _____
 Cellular Phone: _____
 E-Mail Address: _____

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

First & Last Name: _____
 Address: _____
 City, Postal Code: _____
 Relationship to Student: _____
 Home Phone: _____
 Work Phone: _____
 Cellular Phone: _____
 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.

Band: _____ Treaty (10 digit number): _____ (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: _____

Child's Name: _____

Date: _____

Additional Early Education Program Registration Information 2020-2021

Thank you for taking the time to provide us with the information on this sheet. It will help us a great deal in meeting the needs of your child as they begin their early education program.

Requirements of the program:

1. Your child must be a minimum of 3 years of age on September 30th of the school year they are registering in. ☐
 2. Your child must be toilet trained* when the program begins. This means the child is no longer in pull ups or diapers. **Exceptions will be considered for children that have **identified developmental delays**.* ☐
 3. Your registration form must be complete and include:
 - the child's birth certificate (or proof of order from government registry)..... ☐
 - all contact information requested within..... ☐
 4. A non-refundable registration fee of \$40.00 (cash only) must be included with your registration. ☐
 5. Monthly fees for both 2-day and 4-day registered children will be posted on School Cash Online in late August or early September. At that time, parents may choose to pay ahead or pay fees on the first day of each month. No cash or cheques will be accepted for the monthly payments. Payments will be made online using Visa, Mastercard or eCheque (out of a chequing or savings account). ☐
- Monthly fees are \$185.00 per month for 4 half days per week of programming (4 year olds) ☐
 \$ 95.00 per month for 2 half days per week of programming (3 year olds)

Program Preference:	4 years old by December 31, 2020		3 years old by September 30, 2020	
	4 mornings ____	4 afternoons ____	2 mornings ____	2 afternoons ____

Has your child previously attended child care? _____ If so, where? _____

Has your child previously attended a preschool or early education program? _____ Location: _____

What are you child's strengths and interests?

Do you or any family members or friends have any concerns about your child's development or has your child ever received support, assessment or therapy in these areas? (e.g. speech and language, motor skills, behaviour, social/emotional, etc.)

Is there anything else you'd like us to know about your child? (learning, developmental, medical, social/emotional, etc.)

If your child has a birthdate between September 1 and December 31, please let us know if you intend on:

☐ One year of Early Education ☐ Two years of Early Education ☐ I need more info – please contact me



Lethbridge School Division

20 20 / 21 Student Registration Package

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

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.