



Woodland Park Elementary

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www.surreyschools.ca/schools/woodlandpark

Monday Aug. 31, 2015

Dear Parents,

MyEd BC is the new student data base which has now replaced BCeSiS. The database is configured differently and we are in a position of having to alter our first day/week routine. The changes we are implementing will ensure our attendance is accurate and we are able to determine actual numbers of students in a timely manner. This is of the utmost importance; in particular this year, as we may have to add a division.

NEW PLAN FOR TUESDAY

At 9:45 AM grade 6 and 7 students go through the back door (by intermediate washrooms) and go directly to the gym.
At 9:50 AM grade 4 and 5 students go through the front doors and go to gym
At 10 AM all gr. 1, 2 and 3 students will come through the front doors and go to the gym

Teachers will be in the gym to direct students to where their grade groups are sitting
Once all students are in:

- 1) Show a short slide presentation
- 2) Staff introductions
- 3) Teachers will lead students back to their class where they will do attendance
- 4) Students are dismissed at 11AM (please check grade level classroom window to see where to pick up your child). Notices will also be posted on front doors.

On Wednesday, students will return to the same class as Tuesday where they will be redirected to their tentative classroom. After 1pm on Wednesday, class lists will be posted on the front door and classroom windows so parents know where to pick up their child(ren). Please let your child(ren) know that class changes may take place as our enrollment changes. Although we are hoping Wednesday classes will stay constant, it is all dependent upon who registers and who moves.

Thank you for your understanding. If you need more clarity, please do not hesitate to contact the office at your convenience. We look forward to seeing you soon!

Ms. Harrison