



École Bellevue School

ÉCOLE BELLEVUE SCHOOL PARENT HANDBOOK 2025-26

If you are new to our school, welcome! To our returning families, welcome back! Ecole Bellevue School is a great place to be and we look forward to seeing you all soon. Classroom placements will be finalized and viewable on PowerSchool by Friday, August 22, 2025.

We look forward to welcoming our students and staff back into classrooms this year. The safety and well-being of our students, parents/guardians, and staff is our top priority as we return to school.

We want to share information about how our school operates at the beginning of this school year so students and their families know what to expect. This document is quite lengthy and not exhaustive, but hopefully it answers the many questions you may have. Our school's website has all of this information in different tabs and sections, this is a general overview for parents and families.

MEET THE TEACHER

Monday, August 25 4:45-5:30pm

Families are welcome to drop in anytime during this time. Please come and meet your teacher and our staff, bring in your school supplies, check out your classroom and boot room doors. This is a great opportunity for students to see their classrooms and it helps relax things on the first day. If you cannot make the Open House, please do not worry, we support students the first day/week of school as well.

Picture Day for K-6 is Wednesday, September 17, 2025. We will confirm whether pictures are indoors or outdoors closer to that date.

Visitors - Our school doors remain locked throughout the school day. Visitors are asked to come to the front door and buzz in through our video intercom system. All visitors must check in at the office and complete the online visitor form. Our office staff is happy to show you how to complete the form.

Communication - Our school posts a Weekly Update for families on our website. We also send you an email reminder with a link to the updated Weekly Update post. [Weekly Update](#)

We strongly encourage you to join our schools' Facebook page if you have an account. We often post reminders, events, and pictures, so it's very handy for parents to stay up to date and receive important reminders. The Messenger function is not functional on our Facebook page, so please do not message us over Facebook. Our office can be contacted at ebs@blackgold.ca or at 780.929.8663 and we are happy to answer any of your questions.

DROP OFF AND PICK UP

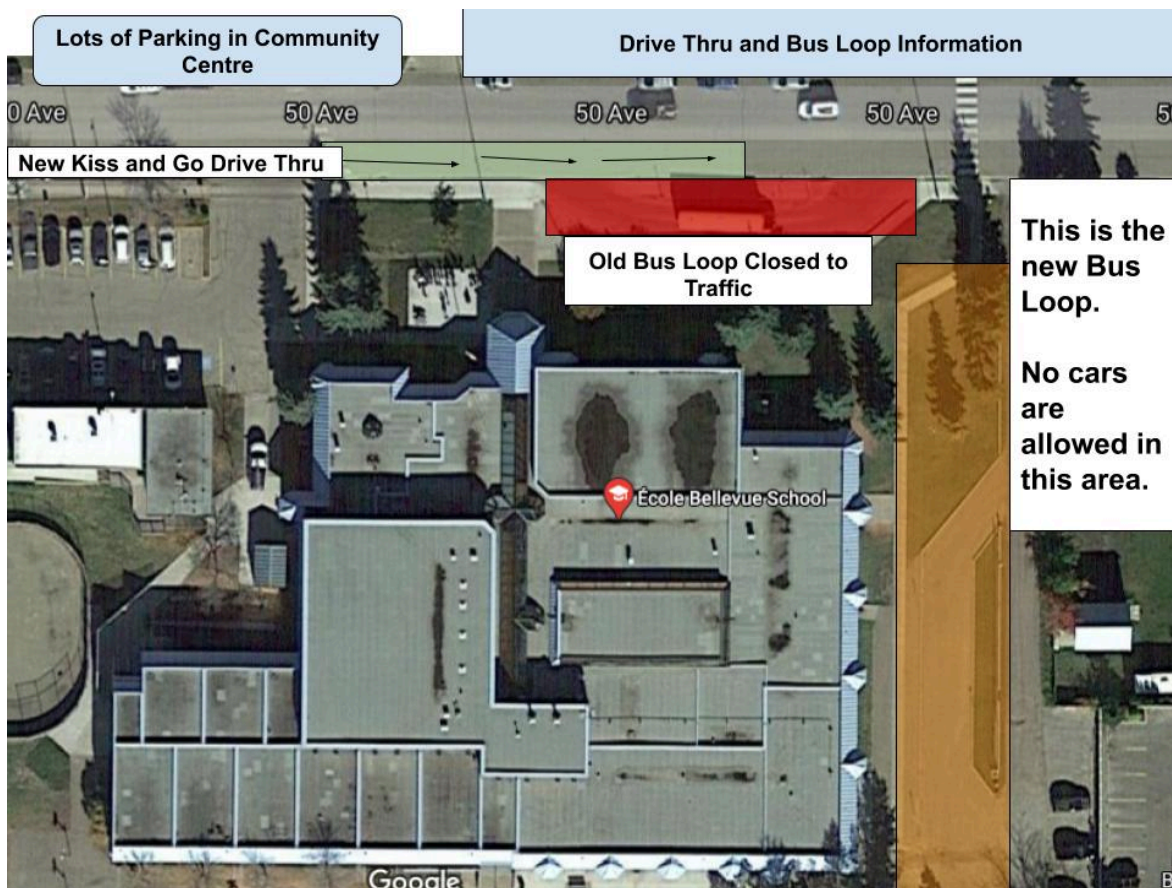
We want our students and families to feel safe coming and going from school. Thank you in advance for putting our childrens' safety first.

We are very fortunate to have ample parking provided for our school. We have parking on the north and south sides of 50 Ave (south side is further west due to the Kiss and Go). The Beaumont Community Centre (CCBCC) also graciously allows parents to use their parking lot for pickup and drop off times as well.

While we understand that families are busy and that mornings can be very challenging, we have to put our students' and families' safety before convenience.

- We have a **Kiss and Go** drop off at the front of the school. Please do not stop and park in this area. It is a lane for parents to pull over and have students safely exit the vehicle on the sidewalk side. This lane might not be suitable for young students, especially at the beginning of the year, as they often need someone to get out of the vehicle to help them.
- Kindergarten parents, please do not use the Kiss and Go lane to drop off your child. Kindergarten students require a hand to hand drop off, meaning they cannot be left outside alone until their teacher arrives. An adult must remain with the kindergarten child until the teacher arrives. For this reason, the Kiss and Go lane is not an appropriate place as you cannot leave your car parked there.

- Please do not drive and drop off in the bus lane area located by the alleyway on the east side of the school. This is very dangerous for students.
- Please do not enter the staff parking lot to drop off students. Vehicles must have a wheelchair accessible placard to enter the staff parking lot. This placard must be issued to the student and not to the person dropping the student off. Please keep in mind that we have several students with physical challenges and they truly need the 3 designated parking stalls in the staff lot.
- Please follow [this link](#) to view Traffic Safety Guidelines for Ecole Bellevue School. Please share this information with anyone that helps you drop off or pick up your children (grandparents, dayhome, aunties/uncles, neighbors, etc).
- Please see the map below for our drop off and pick up zones:



ARRIVING AND LEAVING SCHOOL

Entrance 1: Main front doors: PK Umbemhower, PK Maksym , Kindergarten Immersion (AM), Kindergarten English (both AM&PM)

Entrance 2: North-east: PK Chiesa, 1F (Fedor), 1Eng (Teacher TBA)

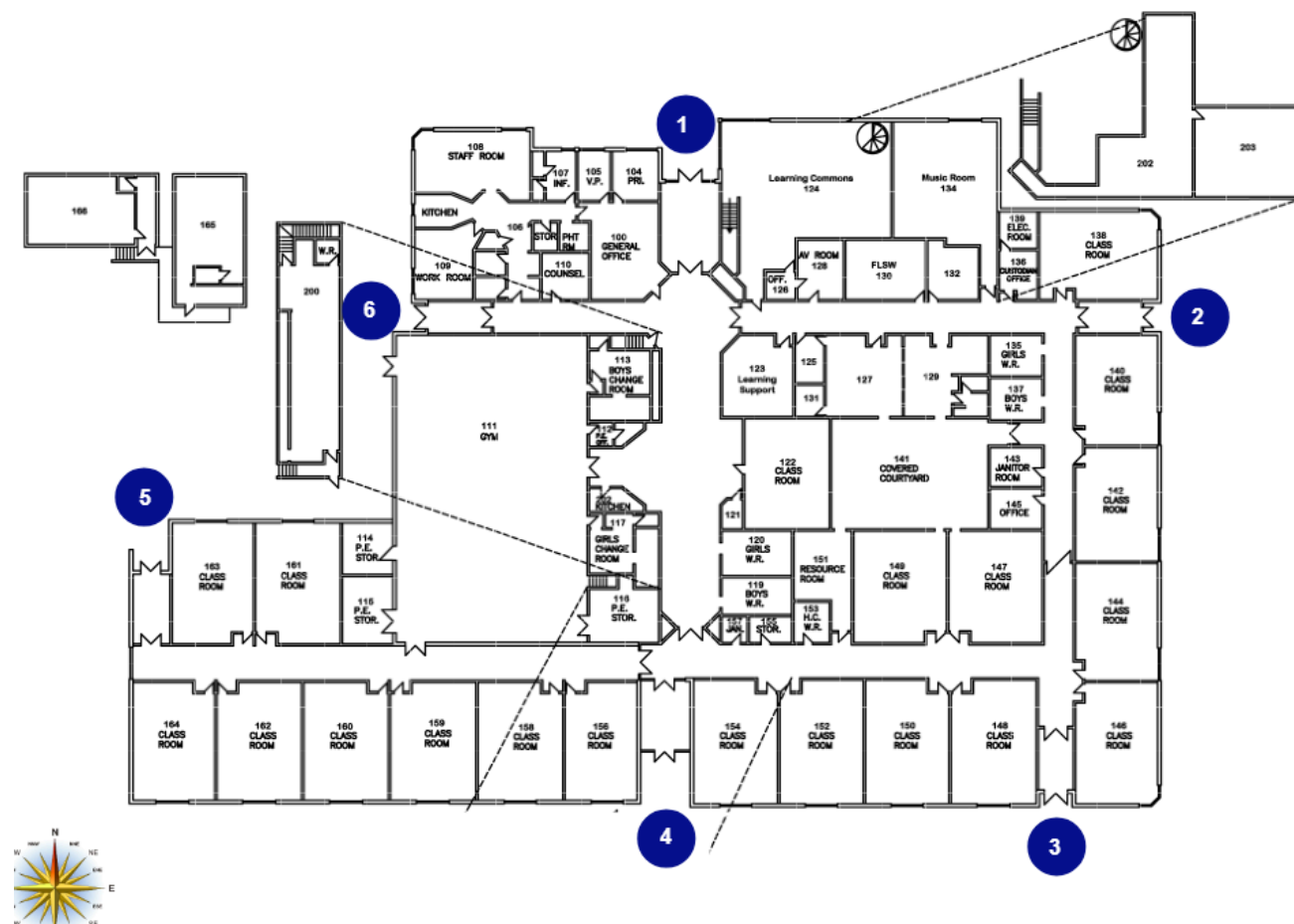
Entrance 3: South-east: 2S (Strap), 1LI Immersion (Laroche), 2SI (Simard), 3GI (Gylander)

Entrance 4: South-central (main back doors): 3G (Gourley), 3H (Hafso), 2SG (Snowden/Gifford), 4O (Olsen), 4P (Pastushak)

Entrance 5: North-west: 4/5BI (Basly), 5/6LI (Lizaire), 5B (Brodersen), 5V (Suter)

Entrance 6: North-west beside the portables: 6P (Peacocke), 6N (Noble)

BOOT ROOM AND ENTRANCE MAP



ENTERING SCHOOL

- When arriving at school, students should go to their entrance door and wait there for entry. This allows for a positive start to the day and greatly reduces the number of lost backpacks, lunches and clothing items. Please note the parks are closed before school and **supervision begins at 8:15 am** (grades 1-6 students only). Please do not drop off students before 8:15 am as there is no supervision outside. Students should arrive as close to his/her entrance times as possible to avoid long waits for children. This helps students have a more constructive start to their school day.
- If students arrive at 8:28 or later, please have them check in at the office and come in through the front door.

EARLY INTERVENTION PROGRAM (PRE- KINDERGARTEN)

Pre-kindergarten students require hand-to-hand drop off, meaning an adult is required to hand off the child directly to a staff member. Children arriving on daycare buses are greeted by a staff member. Pre-kindergarten parents are welcome to park in the Kiss and Go lane in the morning as the school day has already started for all kindergarten - grade 6 students, so parking and leaving the vehicle is not a problem in the morning. Please make sure the majority of the K-6 students have left the premises if you choose to use the Kiss and Go for afternoon pre-kindergarten pick up. If there is still a lot of traffic, there is ample parking around the school as noted above.

AM Pre-k Hours 8:50-11:25am:

Supervision begins at 8:50am

Students enter the school at 8:50am

Get ready/Dismissal/Pick up begins at 11:10am

Waiting Areas:

- Pre-K: Main front doors #1 (Umbenhower and Maksym), North-east door #2 (Chiesa)

PM Pre-k hours 12:40-3:15pm

Supervision begins at 12:40pm

Students enter the school at 12:40pm

Get ready/Dismissal/Pick up begins at 3:10pm

Waiting Areas:

- Pre-K: Main front doors #1 (Umbenhower and Maksym), North-east door #2 (Chiesa)

KINDERGARTEN HOURS

AM: 8:28-11:20 am

PM: 12:15-3:05 pm

Students enter the front doors of the school at 8:25am and class begins at the second bell (8:28am). Kindergarten students require hand-to-hand drop off, meaning an adult is required to hand off the child directly to a staff member, so please do not use the Kiss and Go lane. Kindergarten children arriving on buses are greeted by a staff member, they are also escorted to buses at the end of class.

GRADE 1-6 ARRIVAL TIMES

8:15am Please no earlier than 8:15am arrival time as there is no supervision

8:22am: First Bell

8:28am: Second Bell Rings School Begins

The second bell rings at 8:28am and school begins at 8:28am

DISMISSAL TIME

3:05pm: Dismissal kindergarten

3:05pm: Warning Bell grades 1-6- Bus Student Dismissal

3:08pm: Dismissal grades 1-6

3:15pm: Dismissal pre-kindergarten

- Students are to go directly to parent vehicles or walk home right away after dismissal to check in.
- Students who are retrieving siblings need to establish a meeting area outside of the school, not at the sibling's classroom as it is too busy in the hallways and boot rooms. Classroom teachers are happy to support this to help make a plan to depart together upon dismissal.

*Please note the parks are closed after school. We truly appreciate your support as students need to go home, drop off his/her backpack and check in with the family before returning to the park or going to a friend's house. This avoids panicked phone calls later in the afternoon should a student not go home after school.

BUS STUDENTS

- Bus students are to go directly to the bus loop which is located at the back of the school on the east side. Otherwise there is a greater likelihood of missing the bus as buses leave promptly at their designated times
- Staff assist young students in getting to the bus for the first few weeks of school. There is a bus loop supervisor outside.
- Bus students will line up at their marked loading zone outside, before boarding buses
- Our playgrounds will remain closed after school to ensure all students go home and stay safe.
- Students and families are welcome to return after 3:30 pm to use our fields and play structures.

POWERSCHOOL

PowerSchool is the platform that parents use to access their children's marks, attendance records, pay school fees and sign permission forms as well. **There is an app available, however not all features work on the PowerSchool app on your Smartphone. This can cause parents some navigation issues, so we encourage you to go directly to the PowerSchool website instead.**

Please take a moment to set up your PowerSchool account. If you have lost your letter with set up instructions, please email the office ebs@blackgold.ca

Please visit our website for the login page for PowerSchool, as well there is an introductory video for parents about PowerSchool.

[PowerSchool Info Link](#)

RECESS AND PLAYGROUND EQUIPMENT

We have a very strong supervision ratio of adults to students. We have two different recess periods for the morning and lunch recesses and the whole school enjoys the last afternoon recess together outside. We find students have more opportunity for play and there are significantly fewer incidents/injuries during recess periods with this format.

LUNCH

Students will eat lunch in their classroom. Hands will be washed with soap and water or sanitized prior to eating. Students will clean their eating area prior to, and after eating.

Student lunches will be stored in student lockers or cubbies.

We strongly discourage hot lunches being dropped off at the school (ie: Fast food, Skip the Dishes, etc.). The office is a very busy place, especially at break times such as recess and lunch, and adding hot lunch traffic to the mix can be very challenging. If a child forgets his/her lunch, we phone home first to see if food can be dropped off. If lunch cannot be brought to the school, we are happy to provide students with snacks and a lunch that day.

Our School Fundraising Society organizes our [Hot Lunch Program](#) and further information will be shared by them after the school year starts.

STUDENT PERSONAL TECHNOLOGY POLICY

Students are not allowed technology on their person in the school. This includes Smartwatches, cell phones, tablets, etc. Any technology devices must be secured in their lockers and can only come out under the supervision of a staff member.

This section will be updated with the new provincial regulations that have been set forth by our government. Our school division is drafting and creating a new technology policy that will be ready later this fall. The new regulations do not have a major impact on the day to day operations of our school. We already have a no cell phone/smartwatch/tablet policy for the privacy and safety of our young students at the elementary level (except for under the supervision of a staff member).

STUDENT/PARENT/STAFF CODE OF CONDUCT

We are all committed to ensuring our students have the best possible experience at our school. If students are safe and happy at school, they can learn. Ecole Bellevue School acts according to the Education Act where all parties involved: staff, students and parents are to establish and maintain a welcoming, caring, respectful, and safe learning environment for all students, school staff and all other school stakeholders.

Should you have an issue or complaint at school, your classroom teacher is your first stop. Please ensure you reach out as open, constructive communication is key to a successful school environment. Should you need further assistance, please ask your classroom teacher and he/she can direct you to the next school member (ex: Learning Support Teacher, Family-School Liaison Worker, Office Staff or the Administration). We often tell our students that the school and their parents are working together for them. We want students to know that both home and school want them to succeed in their own way.

Below is a link to a document for parents. It is posted under "Addressing Parent Concerns" on the BGSD website or please feel free to contact us at anytime for assistance:

<https://www.blackgold.ca/parents/addressing-parent-concerns/>

DRESS CODE

We expect that all students will dress in a way that is appropriate for the school day or any related activity. The main responsibility of a student's attire is with the students and their parent(s) or guardian(s). Our school is responsible to ensure that a student's attire does not interfere with the health and safety of any student, that the attire does not contribute to a hostile or intimidating atmosphere for any students. That the dress code enforcement does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size. It does not promote inappropriate or illegal activities. Any restrictions to the way a student dresses must be necessary to support the overall educational goals of the school and must be explained within the dress code.

REPORTING ABSENCES- Procedures will be changing

We have an online reporting form where parents can report student absences via our website: [Ecole Bellevue School Online Reporting Form](#). (This link will be updated with 2025-2026 classrooms in the next week).

You may also call our office and leave a message on our answering system and our phone lines start being answered at 8am. Please keep in mind that phones are very busy at that time, so you may get the answering system should lines be full.

Please do not send student absences to your classroom teacher via email or any other means. Oftentimes, teachers are busy greeting students, he/she may have a guest teacher or they are supervising before school, so these emails are often missed.

Please stay home when sick. Before leaving home, all staff, students, and visitors can assess whether they feel well enough to attend school. If you have any signs or symptoms of illness, stay home for a minimum of 24 hours. You can return to school once all symptoms have been resolved.

Please communicate with the office only if you have a message to give to your child during the school day. Please do not email the teacher during the day and expect it to be read before the end of the school day as they are busy teaching. Messages near the end of the day cannot always be guaranteed to get to the intended person on time.

ABSENCES, EXTENDED VACATIONS, LATES, ETC.

Different factors can cause students to miss school at times. While we do understand that some families choose to travel and that illness is not something we can control, please know that it is the principal's responsibility to report lates and absences to parents when they reach a higher level. The communication regarding absences and lates is not punitive in any way, it is simply the principal's due diligence to inform parents and keep them up to date on repeated tardiness or many absences. Please note, teachers are not required to provide school work while students are away on extended travel.

WEATHER POLICY

We go outside for recess on most days. We do not go outside if the weather, with windchill, is below 20-22 degrees Celsius. If it is raining heavily, we do not go outside, but we will go outside if there is light to moderate rain. If the air quality is above 7 on the AQHI we will have indoor recess and other activities. Please contact your teacher and the front office if your child requires special considerations for air quality issues (ex:asthma).

Please keep in mind that the back playing field is very exposed to wind and the elements. Therefore, it can be very chilly in the morning and at first recess, even on a nice day. It's best to send your child with extra layers, such as a hoodie, in case the weather is chilly. You may also keep a jacket/hoodie or extra clothes in

your child's locker. This is usually arranged by the classroom teacher (especially in the younger grades).

EMERGENCY PREPAREDNESS

We follow Black Gold school Division protocols for emergency preparedness and planning. Please refer to the link below for our Parent Guide.

[School Emergency Program: A Guide for Parents/Guardians](#)

REPORT CARDS AND CONFERENCES

We email home a report card for kindergarten to grade 6 students each term. Term 1 ends on January 29, 2026 and Term 2 is at the end of June. There are 2 opportunities for parent-teacher conferences in November and February. Kindergarten parents receive a copy of their child's EYE Assessment (Early Years Evaluation) by December every year. We use screener data for our grades 1-6 students to determine areas of need and areas of strength. Our school uses literacy and numeracy blocks to target direct instruction and focus on areas of growth or enrichment for all students 1-6.

Our school's 2025-26 Assessment Plan will be posted to our school's website soon and it includes specific report cards and conference dates.

FAMILY-SCHOOL LIAISON

Our school does have a Family-School Liaison who works with families to support social emotional learning. They help connect families with outside agencies and those supports.

CELEBRATIONS, CLUBS, SOCIAL-EMOTIONAL LEARNING AND CHARACTER EDUCATION

We believe our students deserve the best possible experience at school. We use Restorative Justice to solve many common school challenges that arise. We teach students there are many people in a small building and challenges are expected to occur. It would be impossible for things to be perfect. It's the way we handle our

difficulties or misunderstandings that counts the most. Having students directly involved in problem solving helps them develop life-long skills into adulthood.

We celebrate students who put in the extra effort or acts of kindness without being asked with Positive Referrals. Anyone at school may acknowledge a student with a Positive Referral. This is something students look forward to. Please ask your child about it for more information. We also teach social-emotional learning and character education. These are skills where students learn how to self-regulate their own behaviors and manage emotions.

We love our clubs here at Ecole Bellevue School! We run clubs that are organized by school personnel, however we do allow students to apply for student-led clubs throughout the year. This is an amazing opportunity for students to develop their leadership skills. We also support and encourage organized sports teams. These are part of our recess activities. We have three recess periods and value free play for our students.

BOOT RACKS AND COAT HOOKS

Students have designated boot racks and coat hooks if we do not have enough lockers in a particular classroom. This is organized by the classroom teacher.

SUPPLIES AND LEARNING MATERIALS

Teachers will plan learning activities to reduce or minimize the need to share equipment, textbooks, or materials. SupplyLists can be found at this link: [Bellevue School Supply Lists](#)

WATER FOUNTAINS

Students are encouraged to fill their water bottles from the fountain instead of drinking from it directly if possible.

COMMON AREAS

We have a charming space in the foyer of the school that we call Main Street. It has an atrium ceiling, display cases, a diversity celebration wall, picnic tables and a common school-wide bulletin board.

LEARNING COMMONS

We have a beautiful Learning Commons (Library) accessible to our students that includes an incredible MakerSpace in the upstairs loft. This is an area where students can explore engineering and design using all types of recyclable and new materials. Our Librarian is Ms. Heather Dyckerhoff.

MUSIC ROOM AND GYMNASIUM

Our students go to the Music room twice a week for music instruction by our specialist music teacher. Students have scheduled Physical Education classes 3 times a week, twice of which are instructed by our skilled Phys. Ed. teacher, Mr. Marc Villeneuve (AKA Mr. V.).

EXTRA CURRICULAR AND ACTIVE FOR LIFE

Our students get the opportunity to participate in many extracurricular activities from sports teams, clubs and choir. We appreciate our teachers volunteering their time to coach or run clubs.



We run our Active for Life program for grade 5 and 6 students. More information can be found at this link: [Active for Life](#)

Please click this link to check out our [Active for Life Video!](#)

Our timetable can be found on the next page if you scroll down.

We are looking forward to a great start up with our students and families. Let's go, Lions!!

OUR TIMETABLE

<div>  <div> 2025-2026 DAILY SCHEDULE École Bellevue School </div>  </div>					
TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
PERIOD 1 8:28 - 9:00					
PERIOD 2 9:00 – 9:30					
PERIOD 3 9:30 – 10:00					
10:00 – 10:15	Group A: RECESS				
10:15 – 10:30	Group B: RECESS				
PERIOD 4 10:30 - 11:00					
PERIOD 5 11:00 - 11:30					
PERIOD 6 11:30 - 12:00					
12:00 -12:55	LUNCH*	LUNCH*		LUNCH*	
PERIOD 7 12:55 – 1:25					
PERIOD 8 1:25 – 1:55					
1:55 - 2:05	DPA TIME				
PERIOD 9 2:05– 2:35					
PERIOD 10 2:35 – 3:05					
*GROUP A: PLAY 12:00 – 12:30 / EAT 12:30 – 12:55			GROUP B: EAT 12:00 - 12:25 PLAY 12:25 - 12:55		