**Townsview School**

**Parent Community Update – Tuesday, April 29, 2020**

**This Parent Update is 2 pages in length – it contains very important information for our parent community.**

**Please take the time to read over carefully. Thank you.**

**Parents / Students Picking up Personal Belongings**

* As our parents are now aware, Mr. McTimoney (ASD-W Superintendent) sent a notice to parents the other day, letting them know that they would be hearing from schools in terms of the organizational piece in having parents and students come to the school and pick up their personal belongings.
* Picking up of personal belongings will take place from Monday, May 4th – Thursday, May 7th. The schedule will look as follows:

**Monday, May 4th**

* 9:30am-2:30pm **(families with last name ending in letters from A→G)**
* Parent/Student comes to front door – once at the front door a staff member will bring their child’s personal belongings to the parent just outside the front door
* We would ask that each parent take the bag to their car and look inside to ensure we are not missing anything
* ESST member will greet student / parent and also ensure the social distancing is kept in play (in accordance with Public Health Guidelines)

**Tuesday, May 5th**

* 9:30am-2:30pm **(families with last name ending in letters from H→O)**
* Parent/Student comes to front door – once at the front door a staff member will bring their child’s personal belongings to the parent just outside the front door
* We would ask that each parent take the bag to their car and look inside to ensure we are not missing anything
* ESST member will greet student / parent and also ensure the social distancing is kept in play (in accordance with Public Health Guidelines)

**Wednesday, May 6th**

* 9:30am-2:30pm **(families with last name ending in letters from P→Z)**
* Parent/Student comes to front door – once at the front door a staff member will bring their child’s personal belongings to the parent just outside the front door
* We would ask that each parent take the bag to their car and look inside to ensure we are not missing anything
* ESST member will greet student / parent and also ensure the social distancing is kept in play (in accordance with Public Health Guidelines)

**Thursday, May 7th**

* 9:30am-4:30pm **(this will be our clean-up day for families** who needed a different day, or did not feel comfortable coming with the rest of the population, or realized that something they did not get, etc.)
* Parent/Student comes to front door – once at the front door a staff member will bring their child’s personal belongings to the parent just outside the front door
* We would ask that each parent take the bag to their car and look inside to ensure we are not missing anything
* ESST member will greet student / parent and also ensure the social distancing is kept in play (in accordance with Public Health Guidelines)

We know this is a lot to digest, and it is definitely a first for everyone, as we all learn to navigate these unchartered waters. We are trying to make this easier for all our parents/students of Townsivew School and for Curious Kids while keeping within the parameters outlined by Public Health and social distancing. I know the above schedule might not be perfect for everyone. With this said, we are trying to meet the needs of all of our parents, so if this schedule does not work for you, then I would ask that you please contact Pat Thorne (patricia.thorne@nbed.nb.ca) so that I can work out a time that works best for you. Thanks so much.

I would also ask that when you come to the school, would you be able to return school textbooks, K-5 guided reading books, library books and school (team) uniforms. If by chance you are still using any of these supplies, then I would have you contact Pat Thorne (patricia.thorne@nbed.nb.ca) to let her know, and make arrangements to continue using them.

Further, there will also be tables set up for lost & found items, such as, sneakers, ski pants, etc. Hoping our parents take time to look and see if any items belong to your child.

Lastly, and most importantly, if you have any questions or if we can help to provide clarity, please contact the school. Thanking you in advance for your continued patience and support of Townsview School. Thank you.

Pat Thorne

Principal

(506) 325-4435

Patricia.thorne@nbed.nb.ca

**Cafeteria Refunds Update:**

School Cafeteria (Chartwells) Refunds Update – Please read the message provided to Pat Thorne in terms of being refunded any monies that you have paid for your child’s lunches and/or snacks at our school cafeteria:

* Prepaid online orders by debit or credit will be refunded.  Purchasers must go to the school online lunch site [https://schoollunchorder.ca/contact-us](https://nam03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fschoollunchorder.ca%2Fcontact-us&data=02%7C01%7CAnnette.Yeo%40compass-canada.com%7C7a5f0b9076794dea7de708d7e6072736%7Ccd62b7dd4b4844bd90e7e143a22c8ead%7C0%7C0%7C637230790717287770&sdata=nmfOcbHL5EANXf0WJ1FNAnP%2FWuRN79JYt%2B%2FLQ3q81MQ%3D&reserved=0) to request a refund.
* If purchasers do not request a refund, the funds will be held in credits on the site.
* For students moving to a different school, purchasers may request for Chartwell’s to transfer credits internally to the new school.  Purchasers must indicate this information on the school online lunch site.
* Unfortunately, records of cash prepayments are at the schools and cannot be accessed at this time. This will be managed once schools reopen.

**Notice for our current Kindergarten students and Grade 5 students in reference to Registering for Grade 1 Early French Immersion & Grade 6 Late French Immersion**

* I am reaching out to let you know that registration for Grade 1 Early French Immersion and Grade 6 Late French Immersion is still ongoing.  If you are wanting to register your child in either of these programs of study, you will need to go to the ASD-W Home Page <http://web1.nbed.nb.ca/sites/ASD-W/Pages/default.aspx> .   From there, you would then look over to the right side of the page and find Quick Links, then scroll down to the red tab French Second Language Programs Registration.  Once that page opens – at the bottom, you will find a link “Click Here to Register on-line” <http://web1.nbed.nb.ca/sites/ASD-W/fsl/Pages/default.aspx> .
* I have embedded both links within this email – once you select “Click here to Register On-Line, a form will come up and you just need to fill in the boxes and select submit.  The form automatically goes to District Office in Fredericton.  If you have questions about a specific program of study – you can contact
* Grade 1 Entry French Immersion – you can contact Amanda Desveaux – Amanda.desveaux@nbed.nb.ca or 453-8682
* Grade 6 Entry Late French Immersion – you can contact Ann Manderson – ann.manderson@nbed.nb.ca or 357-4181

 If I can be of any assistance in helping you with this registration process, you can contact me by email at patricia.thorne@nbed.nb.ca or call the school at 325-4435.  Thank you.

 **Please Note:**

* If your child is already enrolled in a French Immersion program of study, you do not have to enroll your child from year to year.

**Student Yearbooks**

* If parents are still wanting to order yearbooks, we have been in touch with Harvey Studios and they have agreed to leave the site open until June 15 to order yearbooks.
* If you are wanting to do order, you would need to order from Harvey Studios directly. Here is the link that takes you directly to the Townsview ordering page. <https://harveystudios.simplephoto.com/prepay/40840855?code=TS1107YB>

**Ordering K-5 School Supplies for 2020-2021 School Year**

* I know there has been lots happening over the past while, and we have been receiving questions about ordering the K-5 school supply packs for next year.
* We will be allowing parents to order school supply packs – the costs will be moving from $45.00 to $50.00. By the end of May, 2020, we will be posting an order form on our school website. When we do post – it looks like we will be having parents order through School Cash Online. I know that does not always work for everyone – as we move closer to the end of the school year. Give us some time to think how we can provide the opportunity to pay by cash or cheque. More information will be coming on this down the road.

**Townsview School & ASD-W Website**

* As we move forward, we continue to update our school website so that it becomes a user friendly and useful site to go and provide information to our parent community. The direct link to this site is <http://web1.nbed.nb.ca/sites/ASD-W/TownsView/Pages/default.aspx> .
* In addition to our website, we encourage our parents to access this ASD-W website as well – it provides useful resources for our parent community. The link to this page is <http://web1.nbed.nb.ca/sites/ASD-W/Pages/default.aspx>
* If you have any student photos that you do not mind sharing – please send to Robyn Dussault (robyn.dussault@nbed.nb.ca) and she will add them to our photo page. Thanks so much.

**Contacting the School:**

* If you are needing anything, we ask that you continue to contact the school at 325-4435 and someone will be getting back to you. You can also email the school, by going to our school website, and on the upper left corner, you can select Connect to School Online. Send a message and someone will respond to you.