



# NOTRE DAME HIGH SCHOOL



August 19, 2024

Dear Parent(s)/Guardian(s) and Student,

As August ends, we eagerly anticipate the new school year, renewing old friendships and forming new ones. At Notre Dame, our staff and administration are committed to providing a safe, nurturing, learning environment where your child can excel academically. This letter will highlight the key information to ensure that your child will have a successful start to the school year.

## **First Day of School – Tuesday, September 3, 2024**

The **first instructional day of the new school year is Tuesday, September 3.** Please see below for the **alternate schedule** for September 3. **Students are expected to be in full uniform on the first day.** The Notre Dame High School Uniform policy is posted on the school website at [www.ndhsbeach.com](http://www.ndhsbeach.com).

## **Timetable Changes through Student Services Department**

Please note, in August, the Guidance Department's priority will be to re-visit timetables to add courses to incomplete schedules for students who took a summer school course or for missing prerequisites. While counsellors will try to honour students' requests for a change, some classes may be full. Unfortunately, requests for specific teachers cannot be accommodated. **The Guidance Office will be open to book appointments with guidance counsellors beginning August 21, 2024, by email [notredame.info@tcdsb.or](mailto:notredame.info@tcdsb.or) or phone with the guidance secretary; at (416-393-5501), between 10 a.m. to 2 p.m.** Students who require changes in their timetable or to speak with their guidance counsellors **must book an appointment.** **Appointment dates available are August 26, 27, and 28.** A new copy of the student timetables will be available on the first day of school.

## **Cafeteria Service/Anaphylaxis**

During the first weeks of school, students should bring their lunch from home. It is requested that lunches and snacks should be packed in re-usable containers not in disposable bags avoiding the use of any disposable plastic products. Leftover food should be returned home in your child's containers and can be disposed of in your home green bin program. We are striving to have a **Litterless Lunch** at Notre Dame. **To ensure the safety of students who suffer life threatening, anaphylactic reactions please place all foods in reusable containers in their original package/wrapper.** This will allow the food ingredients to be clearly indicated and help staff and students identify possible allergens in the school environment.

Cafeteria service will begin in the second week of September.

## **Timetable and Schedule**

All students received their timetable in June 2024. The following schedule is the **regular schedule** for Notre Dame. Morning exercise begins at 8:30 am and all classes are 75 minutes in length. **All students should be in their period one class at 8:30 am and in full uniform.** This will ensure the successful beginning of the day. Classes will be opened by 8:20 am, and we are hoping that this allows students to settle into their Period 1 class (see below).



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Regular Schedule	
Period	Time
1	8:30-9:50 am
2	9:55-11:10 am
3A <b>Lunch Grade 9 and Grade 11</b>	11:15-12:30 am <b>11:15-11:50 am</b>
3B <b>Lunch Grade 10 and Grade 12</b>	11:55-1:10 pm <b>12:30-1:10 pm</b>
4	1:15-2:30 pm

❖ Please Note: All students will be receiving a new timetable on the first day of school (September 3, 2024) that will reflect any discrepancies.

## Lockers

The locker number showing on your timetable is **YOUR** locker for the year. We will be strictly enforcing the locker assignments. If you take a locker that has not been assigned to you and is assigned to someone else, your lock will be removed and you will be responsible for paying for a new lock. Items in the locker will be brought to the office for you to claim. The school will not be responsible for items lost or damaged during the transfer. **We strongly urge that you DO NOT share lockers or combinations to keep your valuables safe. Please check your timetable for your locker number.** If no locker number is provided, please come to the Main Office and a locker will be assigned.

## School Messenger

Attendance must be recorded everyday to ensure the safety of every student and the accuracy in Ministry of Education reporting. **Parent(s)/Guardian(s) must input their child's absence on School Messenger SAFE ARRIVAL website.** Please ensure that if your child is **arriving late or leaving early, they MUST sign in/or out at the main office.** Although school messenger may record the permission, it doesn't update the attendance automatically, and school messenger will still make calls out.

Here is the link for the sign up for [school messenger](#). Here is the link for [Safe Arrivals memo](#)

## 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 child(ren), make payments, check current balance/account history, print or view receipts, and receive notifications about upcoming events. Please use the following link to register for [school cashionline](#).

Please see attached for further information regarding this process.

**Please note, activities fees are due for 2024-2025,**

**Grade 10-12 students use this link;**

<https://tcdsb.schoolcashionline.com/Fee/Details/90351/185/False/True>;

**Grade 9 students use this link;**

<https://tcdsb.schoolcashionline.com/Fee/Details/88793/185/False/True>).

All our extracurricular depend on this support. In addition, many in our community require more relief and we are able to provide some support through our activity fees and generous donations. Thank you in advance for your consideration.



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## Uniform Policy

Enclosed is a flyer regarding uniform purchase and pricing. **We ask you to review the uniform policy so that you and your child are clear about the school uniform expectations.** The TCDSB, CSPC members, parents, Trustees and teachers all support a strict enforcement of the uniform policy. Students are expected to be in complete uniform throughout the day on school property and while travelling between classes. Parents will be contacted should students choose not to comply with the policy. Infractions may result in progressive discipline.

## Smoking & Vaping

The Smoke-Free Ontario Act (2017) prohibits smoking or vaping in school buildings, on school property or in vehicles on school property. Supplying cigarettes or vaping products on school property to anyone under the age of 19 is also prohibited. Infractions may result in progressive discipline.

## Cell Phone Policy (New)

Students in Grade 7 to Grades 12 must ensure their devices are switched off or set to a silent mode (including vibration mode off), and stored out of view during instructional time, except when their use is explicitly permitted by the educator or administrator in the circumstances outlined in Education Act R.S.O. cE2, Regulation (1)(a)-(c). If there is any emergency which requires student contact, please call the main office. Infractions may result in progressive discipline.

This year **Notre Dame will have a parent/guardian/student signed agreement** that will acknowledge new changes in TCDSB and Ministry policies. This agreement will be given out and collected by homeroom teachers.

## Catholic School Parent Council (CSPC)

We hope that you consider joining our parent council (Catholic School Parent Council Association, CSPC). It is a great way to be engaged with the community. **Our first meeting is scheduled for Wednesday, September 25, 2024 @ 6:00 pm.** Election for CSPC will be held on this day. Nomination forms will be included in this email.

We welcome our new staff, Matt Colautti as our science and mathematics' head of department(s), and Jenna DeSlippe who will join that department. In addition, Sharon Jamieson will be our new Head Secretary. We are thrilled that they are a part of our Notre Dame community.

In closing, on behalf of the staff, we would like to formally welcome all new and returning students to the Notre Dame Community. We work together in partnership to develop a caring and nurturing learning environment for your child and we know that excellence in education for our Notre Dame students will have a lasting impact on their lives. If you require more information throughout the year, please bookmark our website ([www.ndhsbeach.com](http://www.ndhsbeach.com)). If you should have any questions, please do not hesitate to email or call the main office.

Sincerely,

*Cheryl-Ann Madeira*

Cheryl-Ann Madeira  
Principal

*Jennifer Hayes*

Jennifer Hayes  
Vice-Principal



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## Dates to Remember:

Mon. –Wed. August 26, 27, 28	<b>Guidance Appointment Dates</b> with Counsellor <b>Megan Coleman:</b> Students with last names starting with A to J <b>Noelle Molinari:</b> Students with last names starting with K to Z	Please ensure you book appointments by email/phone <a href="mailto:notredame.info@tcdsb.org">notredame.info@tcdsb.org</a> or <b>416-393-5501</b>
Tuesday, Sept 3	<b>First Day Period 1</b> <b>8:30 am Grade 9 Students (only)</b> <b>9:00 am Grade 10, 11, 12</b> 9-9:45 am Period 1 9:50-10:40 am Period 2 10:45 am – 11:30 am Period 3 11:35 am – 12:20 pm Period 4 <i>12:20 pm Dismissal</i>	<b>Special Schedule</b> <ul style="list-style-type: none"> <li>• Full Uniform</li> <li>• Timetable distribution</li> <li>• Introduction to classes</li> <li>• No Cafeteria (No Lunch)</li> <li>• G9G meet and greet</li> <li>• PM Staff PLC</li> </ul>
Wednesday, Sept. 4	<b>First Instruction Day (Four-Period Day)</b>	No Cafeteria (first week)
Thursday, Sept. 5	Instruction Day (Four-Period day)	No Cafeteria (first week)
Friday, Sept. 6	Instruction Day (Four-Period day) Photo Day *	No Cafeteria (first week) Alternate Schedule option
Monday, Sept. 9	Instructional Day	
Wednesday-Friday Sept. 11-13	G9G Grade 9 Retreat <a href="https://tcdsb.schoolcashonline.com/Fee/Details/88797/185/False/True">https://tcdsb.schoolcashonline.com/Fee/Details/88797/185/False/True</a>	Camp Manitou ( <b><i>Please ensure payment if complete, as space is limited, and trip is second week of school.</i></b> )
Tuesday, Sept. 24	Parent Council (CSPC) Annual General meeting @6pm in the library. Refreshments provided.	<i>Please email to confirm attendance. (through google form)</i> <b>Free Civvies Day</b> for students whose parent/guardian in attendance at the Annual General Meeting.