
WEST BEDFORD



ELEMENTARY

50 Broad Street
Bedford, NS B4A 0T4
902-405-0337, wbs@hrce.ca

Principal: Susan Casey

Vice Principals: Courtney Smith
: Phillip MacEachern

September 3, 2024

Dear West Bedford School PP-6 Families,

On behalf of our entire staff, we would like to welcome all our students back from summer break and into the 2024-25 school year at West Bedford School. We are excited to see all our students on Thursday, September 5th.

We wanted to take this opportunity to provide key information to help lessen any stress you may be experiencing at the start of new year. I recognize that this correspondence is long, but we hope that by sharing all of this information, families will know what to expect.

- For students in **Primary to Grade 6**, our first bell is at 8:05am. This is when students can be on campus and enter the building. The first class starts at 8:25 am so please ensure that your child has arrived prior to the 8:25 am bell (if they are not riding a school bus).
- When P-6 students arrive at school (8:05-8:25 am) they will enter through their assigned door colour (see door information below) and they will head to their classroom. We ask that Parents/Guardians remain outside the school building to support the arrival of over 1100 students.
- **Pre-Primary Students** being driven to school are to arrive after 8:15 am. Supervision is not available until this time. If your PP student is riding a bus, they will be met and supervised by a Pre-Primary staff member when their bus arrives.
- Prior to the first day of school, we ask that parents of bussed students look through My Bus Planner to ensure your student knows their bus number for the return trip home at the end of the day. If you need assistance, please contact **HRCE Student Transportation at 902-431-4723.**

Information to support a smooth opening:

1. School Supply Lists

- a. A link to the school supply lists can be found on the front page of our website [West Bedford School](#).
- b. Students do NOT have to bring all their school supplies on the first day. Students are encouraged to bring items they can write and color with, a couple of scribblers (younger grades) or binder with loose leaf (older grades).
- c. School supplies are always available in the main office for students, if needed.

2. Transportation

- a. The first day of school is always an exciting one. If your child has been allocated bussing, please have your child ride the bus. Getting into a school routine from day 1 makes it easier for everyone and keeps the vehicle congestion to a minimum.
 - i. Please note that there is a **lower parking lot** that private vehicles may use to drop off their child. This parking lot is now shared with WBS and WBH staff, so parking is limited. *Please be respectful, patient, and follow the directions from staff. Everyone's safety is a shared responsibility!*
 - ii. **Pre-Primary Parking passes:** Parking passes will be handed out to our Pre-Primary families for the 2024-2025 on September 5th. You **MUST** have this parking pass visible to enter the driveway by the playground as of September 6th onwards. Four spaces for Pre-Primary drop off are located along the fence of the playground area. Signs will be added to show families where Pre-Primary children can be dropped off. *If you cannot show your 2024-2025 pass you will not be allowed to enter the driveway.*
 - iii. **LC Parking Passes:** Some of our families who are supported through the learning center will have the opportunity to receive a parking pass. Please reach out to your child's learning center teacher for a pass. *If you cannot show your 2024-2025 pass you will not be allowed to enter the driveway.*
 - iv. For those with **accessible parking passes**, if you have a meeting at the school or are required to exit your vehicle, there are accessible parking spots by the main blue doors. This parking pass must be clearly visible. If you are picking up your child and not exiting your vehicle, please park off campus and wait for your child to come to you.

- b. **EXCEL Families:** Those families who have a child in Excel will receive specific drop off and pick up instructions from the EXCEL lead. We ask that you respect these guidelines as it impacts the safety of students.
- c. **Lower Parking Lot drop off and pick up:** Just like in June, families can drop off students in the lower parking lot, however parking in this lot is now designated for staff only. In the drop-off zone, cars should stop, drop off children and pull through.

Only students should be exiting the vehicle. If your child is not yet independent enough to do this, please find parking off the school campus to allow your child time to get out. Cars should not park in drop-off zones.

If your child is in Pre-Primary to Grade 2, they will need to be walked to their assigned door. Families will need to find parking off-site (Parking is available on one side of Broad Street and on side streets).

3. **Bussing:**

- Morning arrival- when buses arrive, staff will supervise the offloading of students and support them in heading to their entry door.
- At the end of the day, students in P-6 who ride a bus will be brought to the cafeteria where they will find an orange pylon with their bus number on it. Pre-Primary students will be brought to their buses and buckled in by their Pre-Primary teachers.
- Students will sit at a cafeteria table designated by their bus number
- When their bus number is called, an adult will lead the bus line out to the bus and supervise the students getting on.
- Bus Stop: It is helpful if you could show your child where they are getting off the bus at the end of the day.
- Students in PP-2 must have an authorized adult waiting at the bus stop to receive them. If a child does not have anyone at the bus stop to pick them up, the bus drivers MUST bring them back to the school.

For questions around transportation, please reach out to the Transportation Team at Transportation@hrce.ca; If for some reason, your child does not get off at their bus stop, please call the school at 902-405-0337 and the Transportation Team at 902-431-4723 to let us know. Your child's safety is important to us.

4. **Arriving at school for the first few days:**

- a. When your child arrives at school there will be several staff and Grade 6 student ambassadors on hand to direct students to their proper entrance door and guide them to their classroom.
- b. Each grade level will be assigned to a specific school entrance for when they arrive or leave the building. We ask that students use their assigned entrance as it helps to improve traffic flow within and around the building.

This will also provide the most direct route for your child to get to their classroom and to leave at the end of the school day (the door your child goes in, is the door they will exit at the end of the day).

****We ask that families, who accompany their child to school, say goodbye outside of the building. We will be welcoming over 1100 students into our school and want to ensure that every child can be assisted by our WBS staff and Grade 6 student ambassadors. ****

5. Entry and Dismissal Door Colours:

Each Grade level has been assigned a door and a color. Please tie something that is your child's assigned colour to your child's backpack so that we will know what door they should enter and exit. These are the doors that your child will use each time they enter and exit the school for the entire school year.

Grade Pre-Primary Students- Your colour is **PURPLE**; Your door is on the side of the school, facing Larry Uteck (just after the Green door) in a fenced in area. Our Pre-Primary teachers will be there waiting to welcome our Pre-Primary students.

Grade Primary (English and French Program) Students- Your colour is **BLUE**; your door is the side door, facing Broad Street and it will have a Blue Sign

Grade 1 to Grade 6 French Immersion Program Students- Your colour is **GREEN**; your door is at the side front of the building, is facing Larry Uteck. It will have a Green Sign.

Grades 1-3 English Program Students- Your colour is **YELLOW**; your door is facing Larry Uteck and is at the end of the building by Blue Water Road. It will have a Yellow Sign.

Grades 4-6 (English Program) Students- your colour is **RED**; your door is the main doors of the school. It will have a Red Sign.

There will be adults outside to help, so please ask if you are not sure which door your child should go in.

Luggage Tag or Information Card AND Grade Level Door Colour

For us to best support your child, please attach a luggage tag or information card and your child's grade level door colour, that can be easily seen, to your child's backpack with the following information:

Child's Name:

Child's Grade:

Dismissal Plans: (Please indicate **one** of the following):

-My child is being picked up (Grades PP-2 students must have an authorized adult pick them up at their dismissal door, students in Grades 3-8 can meet their person at a designated meeting spot set by your family)

- **My child is walking home** (We can only let students in Grades 3-8 go on their own)
- **My child rides the bus-** Please indicate the Bus Number

6. Your child's teacher:

During the week of September 2-6th, the PowerSchool platform will open. Families will be able to access information around their child's teacher. Please **DISREGARD** what PowerSchool is saying for this week. We have received an update to our staffing and our class lists and schedules are not yet finalized. Please check PowerSchool in the evening on September 4th for the most up to date information for your child. Please keep in mind that changes to schedules and classes can occur throughout September and are not set until September 30th. We will do our best to minimize disruptions, but we are experiencing and responding to continuous student enrolment.

7. Upcoming September Dates

- Picture day is scheduled for Monday, September 16th. Students who are absent that day can have their picture taken on retake day on October 16th.
- Open House/Curriculum Night is on Tuesday, September 19, 2024 6:30-7:30 pm
- WBS School Song Premier on the field 7:00pm to 7:30 pm. Please bring a lawn chair or blanket.
- Home and School Association Meeting September 24th 6:00-7:00 pm in the cafeteria
- SAC Meeting September 24th 7:00-8:30 pm in the seminar room
- National Day for Truth and Reconciliation- Monday, September 30th- No school for students and staff
- Food service in our cafeteria will begin on the first day of school (September 5th). Orders can be done online or students may pay using cash. Please note that the Provincial lunch program for students in Pre-Primary to Grade 6 at WBS will begin later in October.