



50 Broad Street

Bedford, NS B4A 0T4

902-405-0337, wbs@hrce.ca

Principal: Susan Casey Vice Principals: Alison Birdsall, Courtney Smith

Monday, August 31, 2026

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 2026-2027 school year at West Bedford School. We are excited to see all our students on **Thursday, September 3rd.**

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 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. How to locate this bussing information can be found below.

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. 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 available in the main office for students, if needed.

2. Nova Scotia School Lunch Program: Ordering is Now Open!

We're looking forward to the 2026-27 launch of the Nova Scotia School Lunch Program! Beginning this school year, the program will be available in all public schools across the province.

Start date

Lunches at your school will begin on Tuesday, September 8.

Key dates for the first ordering cycle:

- Ordering opens: Friday, August 28
- Ordering closes: Wednesday, September 2, at noon

Registering and ordering

All lunches must be ordered through the online ordering system. To get started, visit www.NSLunch.ca and click "Order Now." Returning users can sign in using their existing account.

More information, including instructions on how to create a diner account, is available at www.NSLunch.ca.

3. Parking Procedures at West Bedford School PP-6

Our number 1 priority is student safety. All families are expected to follow our drop-off, pick up, and parking procedures on our property. Failure to follow them, may result in a police ticket and/or ban from school property. With over 1100 students, we are moving a small village in and out every day. All families must do their part in keeping ALL students safe. We have had too many situations where students and staff have been impacted by drivers who do not follow our procedures.

- i. **Visitor/Family drop off and pick up: Parking** for all families and visitors is in the **lower parking lot by the field**. In the mornings, there is a "Kiss and Go" Loop in the lower parking lot next to the sidewalk (Grades 3 to 6). This is a quick drop off place only! There are also many visitor parking spaces for vehicles to park in, in order to walk children to their assigned entry/exit doors (Primary to Grade 2 students).

Please note that **All vehicles**, with a Primary to Grade 6 student **MUST** use this parking lot to drop off/pick up their children. We feel very lucky to be able to offer this parking option to our families, as most schools are not able to offer parking onsite to their families.

Please be respectful, patient, and follow the directions from staff. Everyone's safety is a shared responsibility!

- ii. **Pre-Primary Parking passes:** ORANGE parking passes will be handed out to our Pre-Primary families for the 2026-2027 school year. You **MUST** have this parking pass visible to enter the upper driveway by the front playground. Cars will be directed to the Pre-Primary drop off area by a staff member. Please Park responsibly and only in defined parking spots or against the curb. Please do NOT block in other vehicles or leave your vehicle in the middle of the parking lot.

If you cannot show your 2026-2027 pass you will not be allowed to enter the driveway.

- iii. **LC Parking Passes:** There will be no LC parking passes issued this year. There should be no vehicles driving around to the back of the school at any time.
- 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 and wait for your child in the lower parking lot.

NO OTHER VEHICLES SHOULD BE ENTERING THIS DRIVEWAY!!!!

v. There is **NO PARKING around the back of the school or the small parking lot next to the HS building between the high school and the field.** ***This area is for staff parking and Special Needs bus drop off and pick up.*** Please respect this procedure so that we can keep our most vulnerable students safe when accessing their buses.

vi. **EXCEL Families:** *Those families who have a child in Excel can drop off their child between 7:30-8:00 am in the front loop. Pick up after school in the loop is from 4:00 pm to 6:00 pm.* Dropping off or picking up your child outside these times requires families to park in the lower parking lot.

We ask that you respect these procedures and guidelines as they have been designed to ensure the safety of everyone who is on our school property.

4. 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 school.

For questions around transportation, please reach out to the Transportation Team at Transpdita_on@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.

Using BusPlanner

Everything you need to know about student transportation including eligibility, stop times and stop locations can be found on BusPlanner. Once you register and subscribe, you can choose to receive email and/or text message notifications on changes to routes, bus delays or cancellations.

To sign up, go to BusPlanner at hrce.mybusplanner.ca and click on Parent Portal. Follow the instructions to create an account.

Don't have a BusPlanner Parent Portal account? Need help logging in? Please contact the HRCE Student Transportation Team through the Transportation Inquiry Form [here](#).

5. 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 want to ensure that every child can be assisted by our WBS staff and Grade 6 student ambassadors. ****

6. **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 **ORANGE**; Your door is on the side of the school, facing Larry Uteck in a fenced area. Our Pre Primary teachers will be there waiting to welcome our Pre-Primary students. There will be an orange sign and orange balloons.

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 and blue balloons.

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 and green balloons.

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 and yellow balloons.

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 and red balloons.

MODULARS: We have two detached buildings: Modular 1 and Modular 2. The teachers listed below are working in these spaces. If your child's teacher is listed below, your child will go to the modular building when they arrive at school. Look for the orange sign and orange balloon.

Modular 1 (closest to back of school) (Pink Bristol board and pink balloons)	Modular 2 (building at the front) (White Bristol board and white balloons)
Lesley Mullins- Grade 4 TBA- Grade 5 (Filling in for Jeff Hennigar) Mariah Smart- Grade 4 Kim Jardine- Grade 5	Kathleen Healy- Grade 6 Alea Garrett- Grade 6 Katy Baker- Grade 6 Shannon Christie- Grade 4 Chris Doyle- Grade 5/6

Please note: There will be many staff members outside to help, so please ask if you are not sure which door your child should go in.

7. **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 on the tag):

-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 3-6 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 3-6 go on their own)

- My child rides the bus- Please indicate the Bus Number

8. PowerSchool Opens for Families in the afternoon of September 2, 2026.

In PowerSchool, you'll be able to view your child's teacher(s). If you are attending our Curriculum Night on September 2, 2026 6:00-7:30 pm, staff will be available to provide information around your child's teacher and classroom.

**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.

9. Upcoming Dates

Please join us and wear pink if you're able on September 11 to take a stand against bullying.

- Curriculum Night Open House - September 2- 6:00-7:30 pm
- September 7- Labour Day- No School
- September 10- Stand Up Against Bullying
- September 14- Home & School 6-7 pm/SAC 7-8:00 pm meetings in the WBS seminar room
- September 23- School Photos for PP-6 students and staff
- September 23- 3-8 pm for Grade 6 Band students
- September 25- Professional Learning Day - No classes PP-12
- September 29- Students and staff are welcome to wear an Orange Shirt
- September 30- National Day for Truth and Reconciliation (No school)

Stand Up Against Bullying Day is September 10

On Stand Up Against Bullying Day, we come together to promote kindness, inclusion and respect in our school communities.

Every student deserves to feel safe, supported and welcome at school. On Thursday, September 10, we invite students and staff to wear pink, if they're able, and help show that bullying has no place in our schools.

Together, we can help create school communities where everyone feels they belong.

Join us in observing National Day for Truth and Reconciliation

On September 30, we honour the children who never returned home from residential schools, and the survivors, families and communities who continue to live with their lasting impacts.

Orange Shirt Day is an Indigenous-led movement that reminds us that Every Child Matters and encourages all of us to learn, reflect and support truth and reconciliation.

As there are no classes on Wednesday, September 30, we invite students and staff to wear orange, if they're able, on Tuesday, September 29.