



West Carleton Secondary School

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To Grade 10, 11 & 12 Students and Parents of 2019-20

July 2019

We hope your summer has started off well and that you have many days of relaxation ahead of you! We would like to take a moment to share information about our start up for the 2019-2020 school year.

We are using the online locker booking system again this year for students to select their lockers. Students will be able to select lockers on Monday August 26, 2019. It will work similar to last year, we will be emailing you and posting detailed information to the website. We have also included detailed information on the locker selection process with your report card which will be available for pickup in the main office starting July 9. **The link to select a locker, along with a link to pay the voluntary student fee and the link to pay for a yearbook will be posted on our website. A reminder will be emailed before August 26, 2019.** The voluntary student fee helps to support activities such as our school's clubs, special events (ie welcome back BBQ), groups, student council, contests, ceremonies (ie awards, commencement), parties, teams, assemblies, school play, spirit events and prizes. These events will enrich student experiences at West and provide a variety of opportunities for you to participate in, to be recognized, to have fun and feel a part of the West Carleton Secondary School community. Without this many of the activities will not be able to happen. You may pay your \$30 voluntary student fee online or at the main office by debit card or cheque made payable to West Carleton Secondary School.

Our **school year begins** on Tuesday, September 3rd at 8:00 a.m. We will have a full day of classes for all of our grade 10, 11, and 12 students ending at 2:15 pm. Students are asked to bring their combination locks.

West Carleton Secondary School produces an award-winning **Yearbook** that has sold out for the last 4 years. This year our Yearbook can be purchased for \$40 either online or when you come into the school on September 3rd. This will guarantee that you receive a Yearbook in June. The cost of the Yearbook will increase to \$55 on October 1st. Buy yours early to ensure that you don't miss out!

Bus routes will be available at www.ottawaschoolbus.ca by late August. Information on applying for empty seats and requesting an additional bus for students with 2 homes is also available at that site. Please note, the school is unable to give permission to students to take alternate buses. Bussing information is all done through OSTA.

With this package we have included a 'Student Registration Verification' form that summarizes your registration information, including medical information. It is important that we have accurate medical information relating to your son/daughter's physical and mental health and well being. Please review this information and make any changes directly on the form. **Please disregard the bus transportation section on the form as you will all have transportation provided through the school year.** You can return this updated form to the school by mail, or you can bring it in on September 3rd. For serious medical conditions it is your responsibility to ensure all of the OCDSB medical protocol forms that you would like us to have are current. These forms are available in the main office and on the OCDSB website and must be completed prior to September 3rd. If your child requires an Epi-Pen, please ensure the school has an extra one which we will keep in the main office.

At any time, please check our website at www.westcarletonss.ocdsb.ca for information, updates, and our calendar of events. Please also follow us on twitter @WestCarletonSS, on Instagram at WestCarletonSS and on Facebook at West Carleton Secondary School for regular updates.

Ottawa Carleton District School Board

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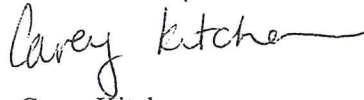
www.ocdsb.ca

The character of our students at West Carleton is simply amazing! You all work very hard and you support one another throughout the year. You serve as role models and ambassadors of our school for our new grade 9 students and we know that you will welcome them in a positive and respectful way.

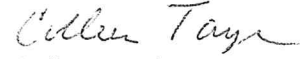
We are all really looking forward to welcoming you back to West! Have a safe and happy summer!



Shannon Adams
Principal



Carey Kitchen
Vice-Principal



Colleen Taylor
Vice-Principal