



West Carleton Secondary School

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To Grade 9 Students of West Carleton Secondary School 2019-2020

June 2019

Welcome to West Carleton Secondary School! You are going to have an amazing time at West and we are really looking forward to getting to know you and your family. West is an AMAZING place with a tradition of academic excellence, lots of co-curricular activities, and a fantastic teaching staff!

LINK is a team building program that we offer at West to help our grade 9 students transition into high school. LINK Crew leaders are grade 11 and 12 students at West. You will be introduced to many of them during your Orientation Tour and BBQ on August 28th and then get to know them better on September 3rd, 2019. Your LINK group leader will be a great contact for you throughout the year.

On August 28th from 11:00 a.m. to 12:30 p.m. you are invited to attend an **Orientation Tour and BBQ** at West. It is very important that students arrive for a prompt start at 11:00 a.m. On arrival, we will give you your timetables and then have you proceed into the gym. All grade 9 students have pre-assigned lockers and the locker number can be found on the timetable. West will provide a new good quality lock which will already be on your locker. Soon after, the Link leaders will take you on a tour of the school. The tours are for students only and while the tours are taking place we ask parents/guardians to proceed to the cafeteria where they can pay the voluntary student fee, the yearbook fee and pick up your West Carleton gear (t-shirt and other items). You may pay your \$30 voluntary student fee by cheque made payable to West Carleton Secondary School, or using SchoolCashOnline (<https://ocdsb.schoolcashionline.com>) or at the main office by debit card. The tours should last about 30 minutes after which, you will have an opportunity to find your locker. At approximately 11:30 a.m., Student Council will host a BBQ for all grade 9s with the event concluding at 12:30 p.m.

The voluntary student fee helps to support activities such as field trips, special events (ie grade 9 BBQ) groups, student council, contests, ceremonies (ie awards, commencement), parties, teams, assemblies, school plays, t-shirts, 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.

The **first day of school** is Tuesday, September 3 starting at 8:00 a.m. and ending at 2:15 p.m. Grade 9 students will participate in a morning full of activities with their LINK leaders. Students are also asked to bring a lunch and will attend regular classes in the afternoon.

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 when you come into the school on August 28th or September 3rd. They can also be purchased online at <https://ocdsb.schoolcashionline.com>. This will guarantee that you receive a Yearbook in June. The cost of the Yearbook will increase to \$50 later in the year. Buy yours early to ensure you don't miss out!

To Grade 9 Parents/Guardians

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 August 28th. 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.

Ottawa Carleton District School Board

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www.ocdsb.ca

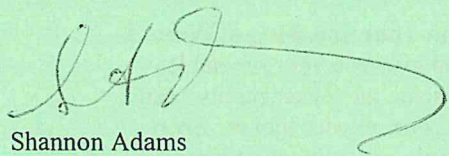
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Bus routes will be available at www.ottawaschoolbus.ca by late August. Information on applying for empty seats and requesting an additional bus for students with 2 homes is also available at that site. Please note, the school is unable to give permission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

This is an amazing school with fantastic things happening all the time! 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, Instagram at WestCarletonSS or Facebook at West Carleton Secondary School for regular updates about things happening at the school.

We hope that you have an amazing summer and look forward to meeting you!

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Adams', with a long, sweeping horizontal line extending to the right.

Shannon Adams
Principal