

The Greater Essex County District School Board
International Languages 2011-2012

Forest Glade Public School: Site Supervisor: TBA
Mill Street Public School: Site Supervisor: TBA
Northwood Public School: Site Supervisor: TBA
Supervising Principal: Lori Piazza

September 2011,

Dear International Languages Families,

Thank you for your interest in this program. We welcome your child to the International Languages classes at Forest Glade Public School, Mill Street Public School and Northwood Public School. Please be aware that the regular attendance for all registered students is essential to ensure the continuation of this program.

Program Hours

The program hours are from 9:30 a.m. until 12:00 noon on Saturday mornings.

Drop Off and Pick Up Times

Your child should arrive **just before** 9:30 a.m. and be picked up promptly at 12:00 noon. We have serious concerns on behalf of students whose parents leave them unsupervised outside the school before or after the program. Please understand that the Site Supervisor and the Instructors **do not** provide outside supervision before or after class. **It is important to arrive on time and stay with your child until the doors are opened and the Instructors come out to meet the students.** At 12:00 noon, the Instructors will dismiss the students. **Please meet your child outside of the school at 12:00 noon.** Please note: the school doors will be locked after 9:45 a.m. to ensure the safety of all students. If you arrive late, it may be necessary to knock and wait for the Site Supervisor to let your child in.

Behaviour Concerns

Occasionally, a student may behave in an appropriate manner. If the behavior continues and is disruptive to the learning atmosphere, or raises concerns about safety, the student will be asked to leave the program. The site supervisors will discuss these matters with you if the need arises. It is very important that students show respect for the school and the classrooms.

Materials

Please be sure to send your child with whatever equipment the instructor requests, eg. Notebook, pencils, etc. The schools cannot provide these materials.

Winter Weather and Recesses

The students are given a recess break each day. Usually they will go outside. Please be sure that your child is dressed appropriately for the weather.

CLASSES THAT ARE CANCELLED DUE TO BAD WEATHER OR INSTRUCTOR ABSENCE WILL NOT BE RESCHEDULED. SHOULD BAD WEATHER OCCUR, PLEASE LISTEN TO LOCAL RADIO STATION(S) FOR INFORMATION.

Parking

Parking can sometimes be a problem. At Forest Glade, we ask that you please not block the driveway in front of the school. At Mill Street the parking lot entrances are off Mill Street and Lutsch Avenue. Safety for everyone is our prime concern.

Entrances

Forest Glade Public School: Front entrance on Esplande
Mill Street Public School: Front entrance on Mill Street
Northwood Public School: TBD

Translators

If you know parents who need assistance in reading this letter, please translate it for them. Thank you for your support of the program, and of each other.

Dates for 2011-2012

October	15, 22, 29	January	14, 21, 28	April	14, 21, 28
November	5, 12, 19, 26	February	4, 11, 18, 25	May	5, 12
December	3, 10, 17	March	3, 24, 31		

Sincerely,

Lori Piazza
Supervising Principals
International Languages Program