

FAMILY HANDBOOK

Evergreen Park School



A Guide for Parents and Families



(506) 856-3476

<https://evergreenpark.nbed.ca/>

333 Evergreen Drive



WELCOME TO OUR SCHOOL



We are excited to welcome you to our vibrant learning community of approximately 650 students in Kindergarten to Grade 5. We proudly offer both Prime English and French Immersion programming beginning in Grade 1.

At Evergreen Park School, our North Star pride guides everything we do. We are committed to creating a safe, inclusive, and engaging environment where every child can grow and succeed. Our diverse and multicultural community is one of our greatest strengths.

We believe that strong partnerships between home and school are essential to student success. When families and educators work together, students thrive—academically, socially, and emotionally.

We look forward to working with you to make this a fantastic year for your child/children.

Evergreen Park School Administration Team

Principal – Mrs. Antigone Panagiotakis

Vice Principal – Mrs. Chantal Frenette

Vice Principal – Mrs. Suzanne Steeves



SCHOOL OVERVIEW



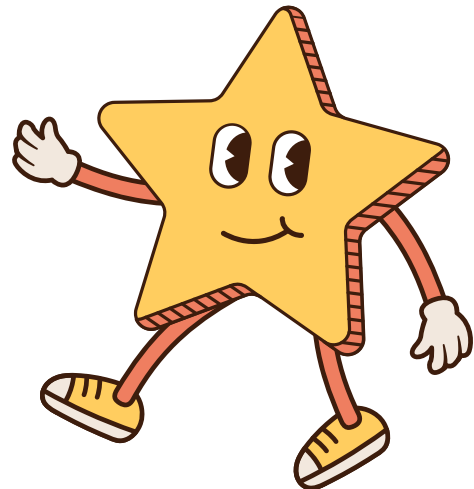
Our Mission and Values

We foster an inclusive environment grounded in respect, fairness, and integrity, while building a strong foundation that empowers all learners for lifelong success.

CORE VALUES

At Evergreen Park School, we follow our STARS expectations, which guide behavior in all school settings:

- ★ **S** – Sharing is Caring
- ★ **T** – Try Your Best
- ★ **A** – Actions Matter
- ★ **R** – Respect People and Property
- ★ **S** – Safety First



SCHOOL IDENTITY

- Mascot/Theme – North Star
- Colours – green and white.
- Website – evergreenpark.nbed.ca

LAND ACKNOWLEDGEMENT

We acknowledge that the land which we gather on is the traditional unceded territory of the Wolastoqey, Passamaquoddy, and Mi'kmaq Peoples.

*North Stars
Shine Bright!*

DAILY SCHOOL LIFE



To ensure students do not miss out on specialty classes such as Physical Education, Art, and Music, EPS follows a 1–5 rotating schedule. For example, **Tuesday, September 8 will be Day 1**, and Friday, September 11 will be Day 4. The following Monday will be Day 5, and Tuesday, September 15 will restart the rotation at Day 1.

Days when there is no school for students (e.g., holidays or professional learning days) do not count in the rotation, so students do not miss a scheduled day. The exception is unexpected school closures, such as snow days, which will result in a missed day in the rotation.

Typical School Day

Time	Activity
7:45 – 8:05	Morning Arrival – Outdoor supervision or breakfast program
08:05 – 10:00	In class learning
10:00 – 10:15	Recess
10:15 – 11:55	In class learning
11:55 – 12:25	Grades K-1 & 5 eat lunch Grades 2, 3 & 4 outside recess
12:25 – 12:55	Grades K-1 & 5 outside recess Grades 2, 3 & 4 eat lunch
12:55 – 2:35	In class learning

School Calendar





School Calendar 2026-2027

Anglophone East School District

Includes EPS Daily Schedule



September							October							November							December							January						
M	T	W	T	F			M	T	W	T	F			M	T	W	T	F			M	T	W	T	F			M	T	W	T	F		
	1	2	3	4						Day 1 1	Day 2 2			2	Day 2 3	Day 3 4	Day 4 5	Day 5 6			Day 3 4	Day 1 2	Day 2 3	Day 3 4			Day 3 4	Day 3 4	Day 4 5	Day 5 6	Day 1 7	Day 2 8	1	
7	Day 1 8	Day 2 9	Day 3 10	Day 4 11			Day 3 5	Day 4 6	Day 5 7	Day 1 8	Day 2 9			Day 1 9	Day 2 10	11	Day 3 12	Day 4 13			Day 3 11	Day 3 8	Day 2 9	11			Day 3 11	Day 4 5	Day 5 6	Day 1 7	Day 2 8	2		
Day 5 14	Day 1 15	Day 2 16	Day 3 17	18			12	Day 3 13	Day 4 14	Day 5 15	Day 1 16	Day 2 17		Day 3 16	Day 4 17	Day 5 18	Day 1 19	20			Day 3 16	Day 4 15	Day 3 16	Day 2 17	18		Day 3 16	Day 4 11	Day 5 12	Day 1 13	Day 2 14	Day 2 15		
Day 4 21	Day 5 22	Day 1 23	Day 2 24	Day 3 25			Day 2 19	Day 3 20	Day 4 21	Day 5 22	Day 1 23	Day 2 24		Day 4 23	Day 5 24	Day 1 25	Day 2 26	Day 3 27			Day 4 23	21	22	23	24	25		Day 3 18	Day 4 19	Day 5 20	Day 1 21	Day 2 22	3	
Day 4 28	Day 5 29	30					Day 2 26	Day 3 27	Day 4 28	Day 5 29	Day 1 30			Day 4 30								28	29	30	31			Day 3 25	Day 4 26	Day 5 27	Day 1 28	Day 2 29	4	

February							March							April							May							June						
M	T	W	T	F			M	T	W	T	F			M	T	W	T	F			M	T	W	T	F			M	T	W	T	F		
1	2	Day 3 3	Day 1 4	Day 2 5																	Day 3 3	Day 4 4	Day 5 5	Day 1 6	Day 2 7			Day 3 3	Day 4 4	Day 5 5	Day 1 6	Day 2 7		
Day 3 8	Day 4 9	Day 5 10	Day 1 11	Day 2 12			Day 2 8	Day 3 9	Day 4 10	Day 5 11	Day 1 12			Day 4 5	Day 5 6	Day 1 7	Day 2 8	Day 3 9			Day 2 10	Day 3 11	Day 4 12	Day 5 13	Day 1 14		Day 3 11	Day 4 12	Day 5 13	Day 1 14	Day 2 15			
15	Day 3 16	Day 4 17	Day 5 18	Day 1 19			Day 1 15	Day 2 16	Day 3 17	Day 4 18	Day 5 19	Day 1 20		Day 3 12	Day 4 13	Day 5 14	Day 1 15	Day 2 16			Day 2 17	Day 3 18	Day 4 19	Day 5 20	Day 1 21		Day 3 18	Day 4 19	Day 5 20	Day 1 21	Day 2 22			
Day 2 22	Day 3 23	Day 4 24	Day 5 25	Day 1 26			Day 2 22	Day 3 23	Day 4 24	Day 5 25	Day 1 26	Day 2 27		Day 3 19	Day 4 20	Day 5 21	Day 1 22	Day 2 23			Day 2 24	Day 3 25	Day 4 26	Day 5 27	Day 1 28		Day 3 25	Day 4 26	Day 5 27	Day 1 28	Day 2 29			
							29	Day 3 30	Day 4 31																									

Holiday/No School for Students & Staff		Parent/Teacher Interviews		Report Cards		Terms	
First & Last day of Classes for Students		Grades K-8: December 11/April 9th		K-8: Dec 10, Apr 2, Jun 25		Grades K-8	
Workday for Staff/No School for Students		Grades 9-12: November 20/April 9th		9-12: Nov 13, Feb 5, Apr 16, Jun 25		Term 1 - Sept 8-Dec 6	
No Classes for K-8 Students						Term 2 - Dec 7-Mar 28	
No Classes for 9-12 Students						Term 3 - Mar 29-Jun 25	
						Grades 9-12	
						Quarter 1 - Sept 8-Nov 8	
						Quarter 2 - Nov 9-Feb 2	
						Quarter 3 - Feb 3-Apr 11	
						Quarter 4 - Apr 12-Jun 25	
						Demonstration of Learning (Assessment) Week	
						Grades 9-12 only: Jan 25-29 / Jun 14-18	

SCHOOL LIFE



STUDENT ATTENDANCE

Being at school every day helps children:

- Build strong learning habits
- Stay connected with friends
- Develop confidence and independence

If your child is absent or arriving late, please report it using the **SafeArrival** app.

💬 We are here to support you—please reach out if attendance challenges arise.



Arriving On Time

- School begins at **8:05 a.m.**
- Students arriving late must sign in at the office
- Arriving on time helps students start their day calm, prepared, and ready to learn. It also helps students learn the importance of being on time.

HOMEWORK

We recognize that homework is one of many tools that can support student learning. Teachers are not required to assign homework, and some may choose not to do so. If assigned, homework should be:

- Short and meaningful
- Reinforcing learning
- Guideline: ~10 minutes per grade level
- Daily reading is strongly encouraged.

BREAKFAST PROGRAM

Evergreen Park School does provide breakfast every day from 7:45 to 8:05 am. This awesome program is open to everyone and is run by our amazing volunteers. Thanks to the Breakfast Clubs of Canada and our school fundraising, students can enjoy it at no cost!

SCHOOL LIFE



Lost & Found

Items that are lost at school are placed on tables outside the library for easy access.

Families are welcome to check the Lost & Found at any time to look for missing items.

How You Can Help

To help us return items quickly and reduce lost belongings, please label your child's:

- Jackets and sweaters
- Shoes and boots
- Water bottles
- Lunch containers

Unclaimed Items

Items that are not claimed within a reasonable period of time will be donated to local community organizations. A Talk Mail will be sent home in advance to inform you when this will happen.

 Labelled items are much easier to return. Thank you for helping us keep Lost & Found to a minimum!

HEALTH, SAFETY & WELL-BEING

Medications, Communicable Diseases/Exclusion from School

The safety and well-being of our students is very important to us. We work closely with families to support students who require medication during the school day.

Medications at School

Staff may supervise medication at school when the following guidelines are followed:

- An official medication form must be completed for any medication taken regularly or occasionally
 - This is a requirement of the Department of Education
 - Medication cannot be administered without this form on file
- All medication must be in its original pharmacy-labeled container
- The school is not responsible for the long-term storage or loss of medication

Important

To ensure student safety, all students with serious medical conditions or severe allergies requiring an emergency response plan must have the corresponding forms completed and submitted at the earliest opportunity.

♥ Providing clear and up-to-date medical information helps us support your child safely at school.

Communicable Diseases & School Attendance

To protect the health of all students and staff, families are asked to follow Department of Health guidelines regarding illness and communicable diseases.

HEALTH, SAFETY & WELL-BEING

✓ WHEN TO KEEP YOUR CHILD HOME

Please keep your child home if they:

- Are feeling unwell
- Have symptoms of illness (e.g., fever, vomiting, or contagious conditions)
- Have been advised by a healthcare provider to stay home

Guidelines

We follow provincial health recommendations to help prevent the spread of illness within our school community. As per the provincial School Exclusion Guidelines, students should be fever-free for 24 hours without using fever-reducing medications, and free of vomiting and/or diarrhea for 48 hours.

♥ Thank you for helping us maintain a healthy and safe learning environment for everyone.

Allergies & Scent-Free Environment

We are a nut-free and scent-free school.

To keep everyone safe:

- Do not send foods containing nuts, including Nutella spread.
- Avoid perfumes or scented products





HEALTH, SAFETY & WELL-BEING

Emergency Procedures & Safety

At Evergreen Park School, the safety and well-being of our students is our top priority. We regularly practice emergency procedures so students and staff know how to respond calmly and safely in a variety of situations.

Fire Drills

We conduct a minimum of three fire drills each year, typically in the fall:

- The first drill is announced to students and staff
- The second drill is announced to staff only
- The third drill is unannounced

During a fire drill:

- Students and staff exit the building safely and calmly
- Everyone practices walking quietly and following directions
- Classes remain together with their teacher

Once the drill is complete and it is safe to return, administration will signal for classes to re-enter the building.

Off-Site Evacuation

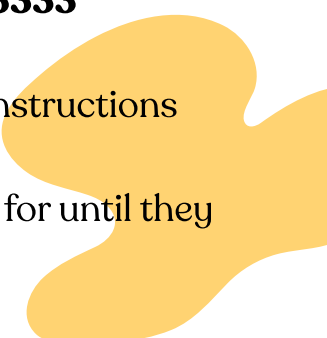
An off-site evacuation may be necessary when it is unsafe to remain in the school building, such as during a fire, gas leak, extended power outage, or other emergency situation. In these circumstances, students and staff will relocate to our designated evacuation site.

Parents/guardians will be informed about their child's location and pick-up procedures through the school's communication channels. Our designated evacuation site is:

*****École Le Sommet, 701 Ryan Street, Moncton, NB, Phone: 506-856-3333**

Families will be notified by Anglophone East School District (ASD-E) with instructions and next steps.

 Our priority is to ensure all students remain safe, supervised, and cared for until they are reunited with their families.



HEALTH, SAFETY & WELL-BEING

Emergency Procedures & Safety

During both a lockdown and a hold-and-secure, no one (students or adults) is permitted to enter or exit the building.

Lockdown Drill

We practice a lockdown drill once each year.

- Drills are announced and discussed in advance with students
- Teachers review procedures in a calm and age-appropriate way
- During a drill, classrooms follow safety procedures and remain secured until given the all-clear

We approach these drills with sensitivity, helping students understand that these practices are simply ways we keep everyone safe.

REMINDER: For student safety there will be absolutely no use of social media or texting during these times.

Hold & Secure

A Hold & Secure is used when there is a situation in our school or community that requires increased safety measures.

- Classroom doors are secured
- Teaching and learning continue as usual inside classrooms
- Hallway movement is temporarily restricted

An announcement will indicate when it is safe to resume regular movement throughout the school.

Our Commitment to Safety

Through regular practice and clear routines, we help students learn to:

- Stay calm and follow directions
- Make safe choices
- Support one another during unexpected situations

 Working together, we create a school environment where students feel safe, prepared, and confident.

HEALTH, SAFETY & WELL-BEING

SCHOOL CLOSURE

In the event of inclement weather or other unexpected situations, schools in Anglophone East School District may be closed or dismissed early.

How to Check for School Closures

If you are unsure whether school is closed, you can:

- Listen to local radio stations
- Call (506) 856-SNOW
- Visit the district website: <https://asdeast.nbed.ca/>



Unexpected Closures

School closures may occur not only due to weather, but also because of issues such as:

- Power outages
- Water service interruptions
- Other safety concerns

These situations may happen even on otherwise clear days.

- If the issue occurs overnight, the school may be closed for the full day
- If the issue occurs during the school day, students may be dismissed early

Families will be notified through district communication channels

Unexpected School Closure Form

Please ensure all forms are completed at the beginning of the school year.

Please keep your child's teacher updated with any changes to your contact information to support effective communication.

HEALTH, SAFETY & WELL-BEING

EARLY DISMISSAL

Early Dismissal Planning

In the event of an early school closure, it is essential that we have:

- Up-to-date emergency contact information
- A clear dismissal plan for your child

This ensures we can:

- Reach you quickly
- Confirm where your child should go
- Ensure they are received safely by a responsible adult

We encourage families to talk with their child about:

- What to do if they arrive home and no one is there
- Who they can contact or where they can go safely

♥ Planning ahead helps ensure every child remains safe and cared for in unexpected situations.

Visiting Our School

Please remember to stop by the office to sign in/out when entering or leaving the building. All visitors must wear a visitor badge at all times. Thank you for your cooperation.





STUDENT EXPECTATIONS

Student Dress Expectations

At our school, we encourage students to demonstrate North Star Pride by dressing in ways that support a respectful, safe, and learning-focused environment. Our expectations are guided by three key principles: Be Respectful, Be Safe, and Be Ready.

☀ Be Respectful

- Clothing must be appropriate for a school setting.
- Items must not display offensive language, inappropriate images, or messages.
- Clothing should provide appropriate coverage at all times (e.g., shirts should cover the stomach, back, and undergarments).

☀ Be Safe

- Students should wear secure, supportive footwear to prevent injury (flip-flops are not permitted).
- Sneakers are required for physical education classes and active play.

☀ Be Ready

Students spend time outdoors every day, including:

- 15-minute morning recess
- 30-minute lunch recess

Students should be dressed for comfort and safety in all weather conditions:





STUDENT EXPECTATIONS



Student Dress Expectations

Fall & Spring

- Wear layered clothing for changing temperatures (e.g., light jacket, sweater, raincoat, and waterproof footwear)

Winter

- Be prepared for cold temperatures (as low as -20°C) with:
 - Warm coat
 - Hat and mittens
 - Snow pants
 - Winter boots

Warm Weather (Late Spring & Summer)

- Wear lightweight, breathable clothing such as t-shirts, shorts, or light pants
- Choose sneakers or sandals with secure straps
- Bring a hat and apply sunscreen before coming to school

✓ Helpful Reminders

- Please clearly label all clothing and personal items.
- Encourage your child to regularly check the lost and found if something is missing.

Spirit wear and pajama days will be communicated in advance.

School t-shirts are available for \$10.00 via [School Cash online](#). The Evergreen Park **Home and School Association** also offers **school clothing**.

STUDENT EXPECTATIONS

Positive Behavior Interventions & Supports

Evergreen Park School is proud to be a Positive Behaviour Interventions and Supports (PBIS) school. PBIS is a proactive approach that helps us create a positive, predictable, and inclusive environment where all students can succeed—socially, emotionally, and academically.

At Evergreen Park, we explicitly teach and reinforce positive behaviour, so students understand what success looks like in every part of the school day.

Behaviour Expectations

Our school uses a behaviour matrix (next page) to clearly outline what these expectations look like in different environments, such as: Classrooms, Hallways, Playground, Cafeteria, Bus.

Staff actively model, teach, and recognize these behaviours to help students develop strong, positive habits.

Supporting Every Student

PBIS is built on the belief that:

- All students can learn positive behaviour
- Clear expectations create safe and supportive environments
- Consistent encouragement and guidance help children succeed

We focus on teaching, reinforcing, and celebrating positive choices, while also supporting students when they need help learning expected behaviours.

Learn More

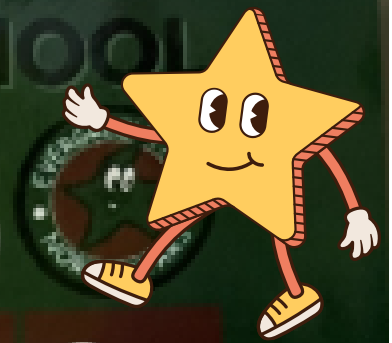
For more information about PBIS in New Brunswick, visit: <https://pbis.nbed.ca>

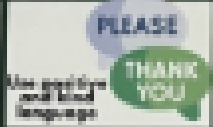
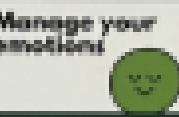
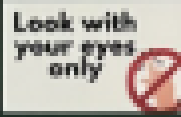
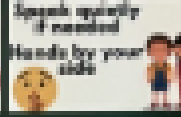
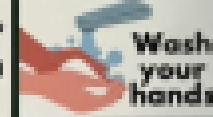
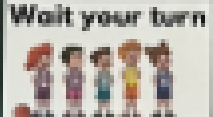
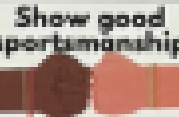
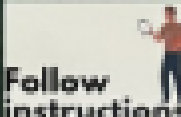
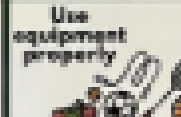
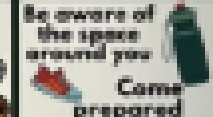
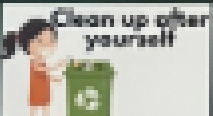
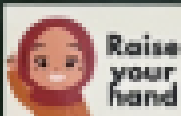
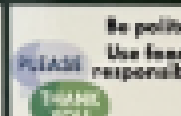
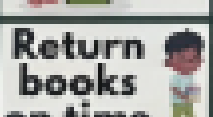
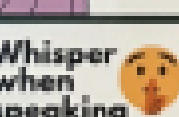
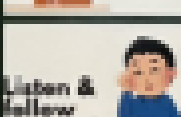
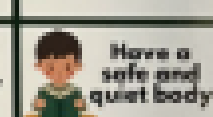
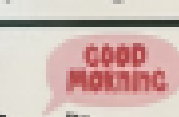
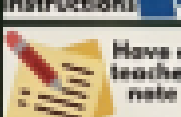
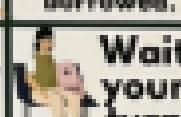
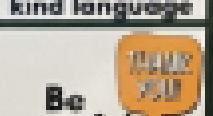
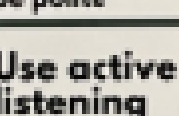
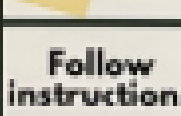
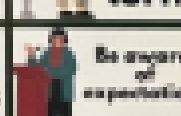
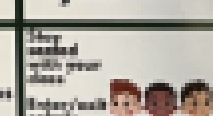
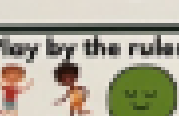
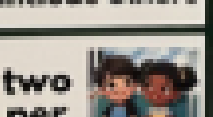
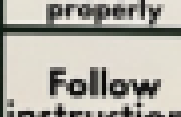
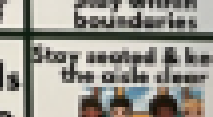
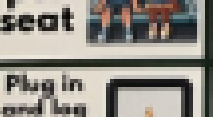
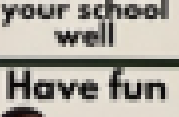
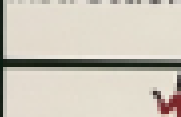
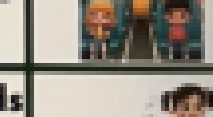


EVERGREEN PARK SCHOOL



STARS



		S haring is caring	T ry your best	A ctions matter	R espect people and property	S afety first
Learning Environment		Use positive words and language	Active listening 	Own your words and actions	Use and return materials in the same way they were borrowed	Keep your hands and feet to yourself Push in your chair
Hallway & stairs		Smile at others walking by	Manage your emotions 	Look with your eyes only 	Speak softly if needed Hands by your side 	Walk on the right side
Bathroom	Keep it clean 		Be quick, quiet, and return to class	Use toilet or urinal to pee and toilet to poop FLUSH when finished	Leave doors unlocked when you leave Wait your turn and keep your eyes to yourself	Wash your hands 
Gym	Wait your turn 		Show good sportsmanship 	Follow instructions 	Use equipment properly 	Be aware of the space around you Come prepared 
Cafeteria/ lunch	Clean up after yourself 		Use indoor voices 	Raise your hand 	Be polite Use food responsibly 	Remain seated Eat your own food Push in your chair
Library	Return books on time 		Whisper when speaking 	Listen & follow instructions 	Return books in the same condition they were borrowed.	Have a safe and quiet body 
Office	Use your indoor voice Use positive & kind language		Be polite 	Have a teacher note 	Wait your turn 	Keep hands and feet to yourself
Assemblies, announcement, & guests	Be grateful 		Use active listening 	Follow instructions 	Be aware of expectations 	Stay seated with your class Entry/exit calmly and quietly 
Playground	Wait your turn Include others		Play by the rules 	Line up at the bell Use equipment properly	Be kind to people, property, and nature Keep hands and feet to yourself	Keep ice, snow, and rocks on the ground Stay within boundaries
Bus & field trips	two per seat 		Speak softly Represent your school well	Follow instructions 	Keep hands and feet to yourself	Stay seated & keep the aisle clear 
Technology	Plug in and log out when finished 		Have fun 	Follow instructions 	Keep hands and feet to yourself	Use approved sites only 

STUDENT EXPECTATIONS

Technology Expectations



Cell Phones

We are a cell phone-free school.

- Phones must be off and stored during the day
- Families should contact students through the office

If a phone is used:

- Reminder of expectations
- Family contact
- Administrative follow-up (may include confiscation)

Smartwatches

- Used for time only
- No texting, calling, or games during school



STUDENT SUPPORT

Education Support Services (ESS)

At Evergreen Park School, we are committed to supporting the success and well-being of every learner. Our Education Support Services (ESS) Team works collaboratively to ensure that all students have the support they need to thrive.

The ESS team includes:

- School administration
- Resource teachers
- School counsellors
- Speech-language pathologists
- Behaviour Intervention Mentor
- Child and Youth team

The team meets regularly, along with classroom teachers, to:

- Develop strategies to support diverse learning needs
- Remove barriers to student success
- Problem-solve specific concerns
- Strengthen inclusive practices across the school

 Our focus is always on helping students grow, feel supported, and experience success.



STUDENT SUPPORT

☀️ How Our ESS Team Supports Students

Administration

The principal and vice-principals provide leadership in building a safe, inclusive learning environment. They work with staff and specialists to guide problem-solving and ensure every student has opportunities to succeed.

Resource Teachers (EST-R)

Resource teachers support students with diverse learning needs by:

- Assisting with assessments
- Developing and supporting Personalized Learning Plans (PLPs)
- Helping teachers adapt instruction and strategies

They play a key role in ensuring inclusive, responsive teaching practices.

School Counsellor (EST-G)

The school counsellor supports students' social and emotional well-being by:

- Teaching coping and problem-solving skills
- Supporting positive relationships
- Providing individual or small group support



STUDENT SUPPORT

Speech-Language Pathologists (SLP)

Speech-language pathologists support students' communication development, including:

- Understanding and using language
- Speech sound development
- Early literacy skills
- Alternative communication methods when needed

They also help staff identify and support communication needs in the classroom.

Behaviour Intervention Mentor (BIM)

The Behaviour Intervention Mentor helps students:

- Build self-regulation skills
- Navigate social situations
- Develop confidence and positive communication

They work with staff and families to create and support individual behaviour plans when needed.

Working Together

We believe that student success is strongest when schools and families work together. If you have questions or concerns about your child's learning or well-being, we encourage you to connect with your child's teacher—who will work with the ESS team as needed.

✨ Together, we create a supportive environment where every child can learn, grow, and shine.



COMMUNICATION

Communication with Families

We value positive, respectful communication.



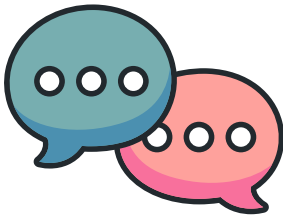
Helpful Guidelines:

- Your child's homeroom teacher is your first point of contact
- Staff will respond within two school days whenever possible
- Teachers do not communicate via text or social media

Reminder:

- Respectful communication is expected at all times
- Staff cannot discuss other students
- For PLP questions, contact both the teacher and resource teacher

Thank you for helping us maintain a positive and professional school environment



We will communicate important school information and activities through Talk Mail messages (via SchoolMessenger) and email.

Teachers also share information through student agendas or homework pouches. Please check these daily for important updates, notices, and reminders.

Please ensure that your phone numbers and email addresses are kept up to date, and notify the school promptly of any changes.

We encourage families to download the **SchoolMessenger app** to receive timely updates and notifications.

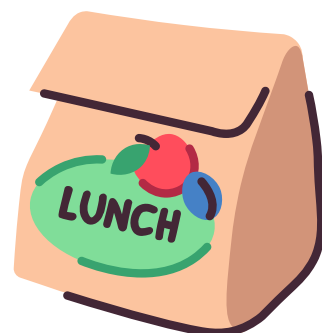
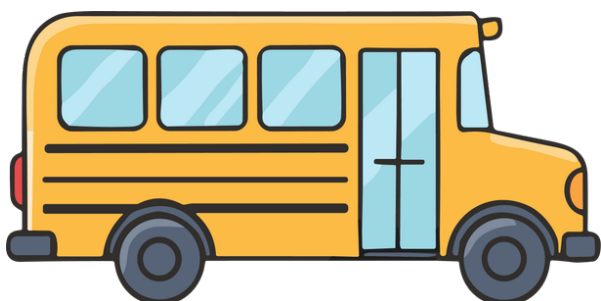
Please note that there may be times when the school is closed due to weather or building conditions. Families can subscribe to school alerts for Evergreen Park School through the BusPlanner app to stay informed of any closures or delays.

COMMUNICATION

HELPFUL APPS



APP/Website	Purpose
<u>Safe Arrival</u> 	If a student will be absent or tardy, the absence management system supports student safety and makes it easy for you to let the school know about your child's absence. https://asdeast.nbed.ca/safearrival/
<u>School Cash Online</u>	School Cash Online is used to accept payments for fees and purchases. It also allows families to review and sign important documents, such as field trip permission slips, and to order school T-shirts. www.schoolcashonline.com
<u>School Cafeteria</u>	Order your child's hot lunch before 8:00 am https://www.chartwellsk12.ca/schools/evergreen-park-school/
<u>Bus Planner Parent Portal</u>	To request an alternate bus location, families must complete an Alternate Conveyance Form. https://asdeast.nbed.ca/transportation/



COMMUNICATION & REPORTING

Progress Reports & Parent-Teacher Conferences

At Evergreen Park School, we are committed to keeping families informed about student learning and growth throughout the year.

Report Cards

Students receive three formal report cards each school year:

- Term One: Late November or early December
- Term Two: Late March or early April
- Term Three: Last day of school in June

These reports provide a summary of your child's academic progress, strengths, and next steps for learning.

Parent-Teacher Conferences

Formal conferences are offered following Term One and Term Two report cards.

- Participation is encouraged, as these conversations support strong home-school partnerships
- Families can choose to meet in person or virtually (via Microsoft Teams)
- Appointment times are booked through the homeroom teacher

 These meetings provide an opportunity to ask questions, celebrate successes, and discuss next steps for your child's learning.

Ongoing Communication

In addition to report cards, teachers may provide informal progress updates throughout the year. These often focus on key areas such as literacy and mathematics, helping families stay connected to their child's development.

COMMUNICATION & REPORTING

Student-Led Conferences (Term Two)

Many classes participate in Student-Led Conferences during Term Two.

During these conferences, students:

- Share examples of their work
- Reflect on their strengths and progress
- Discuss areas for growth
- Set goals for the next term

This approach helps students:

- Take ownership of their learning
- Build confidence and communication skills

 We look forward to working together to support your child's continued growth and success.



TRANSPORTATION

& ARRIVAL/DISMISSAL

Safe Drop-Off & Pick-Up Procedures

At Evergreen Park School, student safety is our top priority. The following procedures help ensure a safe, smooth, and respectful start and end to each school day.

Morning Drop-Off (7:45–8:05 a.m.)

Please use the Kiss & Drop lane at the front of the school during this time.

How it Works

- Follow the **posted traffic flow**
- Ensure your child exits only from the **passenger side (sidewalk side)**
- Have backpacks ready so students can exit quickly

Important Reminders

- No passing in the Kiss & Drop lane
- If your child needs extra time, please park in a **designated parking space which has an entrance off Shannon Drive**
- Do not park on grass areas—this helps keep all students safe and traffic moving efficiently
- Adults must remain in their vehicle.
- There is no parking in the Kiss & Drop lane between 7:45 and 8:05.
- Please share this information with anyone dropping off your child.

 Thank you for helping us create a calm and safe arrival routine for all students.

TRANSPORTATION

& ARRIVAL/DISMISSAL

End-of-Day Pick-Up

 **Kiss & Drop Lane** Reserved for daycare vehicles only at dismissal

Family Pick-Up

- Families should:
 - Park in designated parking areas, entrance off of Shannon Drive, or
 - Arrange to meet students at pre-arranged nearby locations

 Clear and consistent routines help ensure a safe and successful dismissal for every child.

End-of-Day Dismissal Expectations

We follow clear procedures to ensure all students are dismissed safely.

Kindergarten to Grade 2

- Students must be released directly to:
 - A parent/guardian, or
 - An approved caregiver
- Approved caregivers may include siblings 12 years or older

Grades 3–5

- Students may walk home with parent/guardian permission

Changes to Dismissal Plans

For your child's safety:

- Please inform the teacher or school office of any changes before dismissal time
- If no confirmation is received, students will be sent to the office to verify plans

 Consistent communication helps us ensure every child gets home safely.

TRANSPORTATION

BUS TRANSPORTATION IS A PRIVILEGE.

Students are expected to:

- Follow safety rules
- Show respect
- Stay seated

Unsafe behaviour may result in loss of bus privileges.

ASD-E Bus Conveyance Policy

Anglophone East School District provides bus transportation to support safe and consistent travel to and from school.

Home Address Transportation

Students are transported to and from their primary home address only.

Alternate Transportation Location

Families may request one alternate location, provided that:

- It is used consistently every day
- It is within the Evergreen Park School zone

Requesting an Alternate Location

To request an alternate bus location, families must complete an Alternate Conveyance Form.

- This form is available through the BusPlanner Parent Portal:
<https://asdsbp.nbed.nb.ca/>

Important Reminder

Consistent transportation arrangements help ensure:

- Student safety
- Reliable routing and scheduling
- Smooth daily routines for all students

 Thank you for helping us maintain safe, predictable transportation for every child.

FAMILY & COMMUNITY

Volunteers

Please visit the ASD-E Volunteer Page to register as a volunteer at <https://asdeast.nbed.ca/volunteer-in-a-school/>

We welcome family volunteers for:

- Breakfast program
- Field trips
- School events
- School library support

Home & School

Supports fundraising and community events through a variety of engaging opportunities for families. For additional information, please email the Home and School at ephomeandschool@gmail.com or visit their **Facebook page**, which is a valuable resource for updates on school activities and upcoming special events. The Home and School encourages participation in both monthly and bi-monthly events such as movie nights, dances, additional fundraisers, and larger community gatherings, helping to build a strong and connected school community.

PSSC - PARENT SCHOOL SUPPORT COMMITTEE

Advises school leadership and supports improvement.

QR for Facebook Page



STAY CONNECTED

We Are Here to Support You

Department	Contact
Phone	506-856-3476
School Website	EvergreenPark@nbed.nb.ca
Principal:	Mrs. Antigone Panagiotakis
Vice Principal:	Mrs. Chantal Frenette
Vice Principal:	Mrs. Suzanne Steeves



*North Stars
Shine Bright!*

