



Check out our school website: <https://school.cbe.ab.ca/school/HiddenValley>

Welcome to the 2023-2024 school year! We are thrilled to welcome all families to Hidden Valley School. This time of year brings great excitement and wonder about all the potential this school year has to offer, it also brings worry and nervousness for the same reason. All these feelings, and many more, are all expected and normal – even for our staff! No matter how excited or nervous your child is, take a few minutes to listen to the story [First Day Jitters by Julie Danneberg](#) to see what I mean.

[HVS](#) plays an important role in our community. Schools support students in gaining essential knowledge and skills, provide them with the tools needed to understand the world around them, help them make informed decisions, and become well-rounded individuals. Schools help children develop important life skills such as critical thinking, problem-solving, communication, and time management. These skills contribute to their personal growth and ability to navigate various challenges throughout life. Schools are also hubs of community activity, welcoming families to become involved in school-related events and activities all of which foster a sense of belonging and engagement. As the new principal of HVS, I feel incredibly fortunate to be joining this exceptional school and the community it serves. This became evident after reviewing the feedback provided from the survey families and staff were asked to fill out last spring. In particular, feedback on what is valuable about HVS's culture was heart-warming. Please see the Wordle below as it captures it perfectly:



We are working diligently to get our school ready to welcome students on Thursday, August 31, 2023, at 8:30am and look forward to meeting families and hearing about the wonderful adventures students had this summer.

First Day of School Information - Kindergarten

Morning Kindergarten: Meet your child's teacher by *your child's entrance* between **8:25 am and 8:40 am** (see map below)

Your child's teacher might have some questions for you regarding snack, drop-off, and pick-up.

For example:

- a. Does your child take the school bus? If so, which bus?
- b. Who will be dropping off your child?
- c. Who will be picking up your child?
- d. Is there any medical information your child's teacher and the school need to know?

Afternoon Kindergarten: Meet your child's teacher by *your child's entrance* between **12:10 pm and 12:20 pm** (see map below)

Your child's teacher might have some questions for you regarding snack, drop-off and pick-up.

For example:

- a. Does your child take the school bus? If so, which bus?
- b. Who will be dropping off your child?
- c. Who will be picking up your child?
- d. Is there any medical information your child's teacher and the school need to know?

First Day of School Information - Grades 1-3

Meet your child's teacher by *your child's entrance* between **8:25 am and 8:40 am** (see map below)

Your child's teacher might have some questions for you regarding lunch, drop-off and pick-up.

For example:

- a. Will your child be staying at school for lunch?
- b. Does your child take the school bus? If so, which bus?
- c. Who will be dropping off your child?
- d. Who will be picking up your child?
- e. Is there any medical information your child's teacher and the school need to know?

Lunch

- Students who are staying for lunch will eat lunch in our lunchroom.
- Please send your child to school with a lunch. Please see more information below about our lunchroom.
- If your child is not staying for lunch, please let the teacher know what the plan is for pick-up.

Students are welcomed back at 12:22 pm and must enter through the main school doors.

Please note: Lunch for Grades 1 - 3 – **11:40 am –12:22 pm.**

Recess

Students will have a 15 minute recess each day. This is a good opportunity for students to get outside, be active, and have a snack

Meet Your Teacher

Students and their families will meet teachers at the designated spots shown in the image below. Teachers will be standing by a pylon that has their name on it. Mrs. Robb, Mrs. Chastko, and Mrs. Clarke will be available to help with any questions you have.



Back to School Information – 2023-2024

HVS offers a Regular English Program and a French Immersion Program

Hidden Valley School provides Regular English programming for Kindergarten to Grade 3 students living in Hidden Valley, Hanson Ranch, and Ambleton. Students transition to Valley Creek School for Grade 4.

We also provide French Immersion programming, an alternative program of choice, for Kindergarten to Grade 3 students living in Hidden Valley, Hanson Ranch, Kincora, Sandstone, MacEwan, Sherwood, and The Hamptons. Students transition to Valley Creek School for Grade 4.

While HVS offers both instruction and learning in English (Regular Program) and French (French Immersion), we consider ourselves as one school and students in either program will have opportunities to share in learning together.

Grade/Teacher Placement

Each family will get an email from their child's teacher on **August 29, 2023**, sharing more information about our first few days of school.

Our plan is to organize in combined, multi-grades, allowing us to prioritize smaller class sizes and established relationships between students, families, and peers.

Organizing our school using combined grades is an instructional and pedagogical approach whereby:

- All students are encouraged to reach for their highest level of understanding possible.
- Instruction addresses the general and specific outcomes from each curriculum, and feedback, assessment, and reporting are always specific to the enrollment grade.
- To ensure equitable access to grade-level curricular content.
- When progressive skill outcomes or common concepts are the focus of instruction, all students in the class work together, but at other times, tasks and/or resources may need to be specific to the topics/outcomes associated with each grade-level group in order to ensure students have access to a fulsome curriculum within a single school year.

Our school will be organized in the following combined or combined grades:

	Regular English Program	French Immersion Program
Kindergarten	1 x AM/PM	1 x AM/PM
Grade 1/2	5 x Grade 1/2	5 x Grade 1/2
Grade 3	2 x Grade 3	3 x Grade 3

Additionally, we will provide specialist instruction in Music as well as focused and intentional instruction in Physical Education & Well-Being and Literacy and Numeracy Intervention.

Our Staff

Administrative Team	Principal	Michelle Chastko
	Assistant Principal / Resource	Allison Robb
	Administrative Assistant	Kim Wong
Facility Team	Facility Operator	Daniel Mesgun
	Cleaner	Marco Esteban

Learning Commons Team	Library Assistant	Chelsea Crutchley
Music Specialist	Teacher – Specialist	Esther Zdrill
FYTT Teachers		Fanny Bechem Monique Ntep
Kindergarten Team	Teacher – English	Tracey McLaren Tania Clark
	Teacher – French Immersion	Celia Swiednicki
Grade One/Two Team	Teacher – English	Jenn Phelps
	Teacher – English	Laura Schorn
	Teacher – English	Clarissa Elson Ching
	Teacher – English	Tania Clark
	Teacher – English	Cynthia Engelbracht
	Teacher – English	Wendy Dang
	Teacher – French Immersion	Jenn Leary
	Teacher – French Immersion	Lisa Jaccquelot
	Teacher – French Immersion	Jordynn Ell
	Teacher – French Immersion	Sophie Viau
	Teacher – French Immersion	Micheline Guillemette
	Learning Leader – French Immersion	Geneviève Clarke
Grade Three Team	Teacher – English	Neha Brar
	Teacher and Learning Leader – English	Meaghan Wiwchar
	Teacher – French Immersion	Judy Metheral
	Teacher – French Immersion	Victoria Kerr
	Teacher – French Immersion	Meghan McKee
Support Staff Team	Education Assistant / Lunchroom Supervisor	Deb Tidbury-Gilbert
	Education Assistant / Lunchroom Supervisor	Linda Deugau
	Education Assistant	Fabie Monsaingeon
	School Assistant	Elise Wolff
	Lunchroom Supervisor	Karen Fenton
	Lunchroom Supervisor	Lorraine Carlson
	Lunchroom Supervisor	Tracey Grzybek
	Lunchroom Supervisor	Amelia Fu
	Lunchroom Supervisor	Gail Korn

School Hours

AM Kindergarten Monday – Thursday: 8:40 am - 11:30 am

PM Kindergarten Monday – Thursday: 12:20 pm - 3:10 pm

Grade 1 - 3 Monday – Thursday: 8:40 am - 3:10 pm

Grade 1 - 3 Lunch: 11:40 am - 12:22 pm

Kindergarten, Grade 1 - 3 Friday - Early Dismissal: 8:40 am - 12:40 pm

School Office Hours

Monday – Thursday: 8:10 am - 3:40 pm

Friday: 8:10 am - 1:10 pm

Hidden Valley School Calendar

<https://school.cbe.ab.ca/school/HiddenValley/SiteCollectionDocuments/2023-2024-Hidden-Valley-Traditional-Calendar.pdf>

Student Absences

If your child is going to be absent or late, please notify the office at **403-777-7236 and press 1 for the Attendance Line**. Please leave a message indicating your child's name and their teacher's name. It is also very important to leave the reason for the absence and the length of the absence, if known. The school will send an email through Messenger when a student is marked absent.

All students who arrive late need to report to the office for a late/welcome to school slip, before proceeding to their class. They will then be marked late rather than absent.

Volunteering at HVS

Volunteers are valued members of our community in their support of our students, and we are thrilled to have the ongoing support. Volunteers are people who assist schools and/or students in either curricular or extra-curricular activities in accordance with [AR 5003 | Volunteers](#).

Volunteers are placed in positions of trust with students, staff, and CBE property. Therefore, reasonable background checks must be completed prior to utilizing the services of volunteers. In CBE, volunteers require a valid Police Information Check (PIC) from the Calgary Police Service, **including a Vulnerable Sector Check**.

This is applicable to:

- All adults, 18 years & older, no matter their occupation or place of employment
- All former CBE employees
- All volunteer drivers, is anyone driving students without payment for that service

If you require a PIC, please contact the school office to begin the process.

School Supplies

Student supplies are provided by the school and are purchased using the instructional supply fee. Your child is not required to bring any additional school supplies from home.

Families are asked to provide indoor shoes which will be left at school each day, a backpack, lunch, and snacks. You may also choose to send your child with a water bottle.

Each student will need to bring a litterless snack and lunch (if they are staying at school during lunchtime). If they are staying for lunch at school, please see the below information about Lunch Supervision.

Lunch Supervision

Students in Grades 1 - 3 are welcome to stay at Hidden Valley School for lunch on the first day of school. While parents/guardians will need to register their child for the Lunch Supervision Program, this cannot be done until mid-September. There is a monthly fee for this service. Students will need to bring their own lunch and all cutlery required. We are also not able to warm up lunches.

More information will be shared in the fall and through the Lunch Supervision section of the CBE website: <https://www.cbe.ab.ca/programs/noon-supervision/Pages/default.aspx>

Recess/Snacks

Students in Grades 1 - 3 will have recess each day at 1:25 pm - 1:40 pm. Students should bring a healthy snack to eat while at recess.

Transportation

You can find information about busing and transportation using the following link:

<https://www.cbe.ab.ca/schools/busing-and-transportation/Pages/default.aspx>

Attendance and supervision are in place for students who take the bus to school, both when they arrive and when they leave at the end of the day.

Supervision and Soft Entry

Hidden Valley School will use a *soft entry* approach for welcoming students into school. Our outside bell will ring at 8:30am, allowing students to enter the school, anytime between 8:30 am - 8:40 am. Instruction will begin promptly at 8:40 am.

Students who arrive at school will be supervised by staff starting at 8:25 am. There is NO supervision for students before this time, please ensure your child(ren) are dropped off at school after 8:25am. Students arriving after 8:40am will need to enter through the main doors. Parents/Guardians will need to sign their child in at the office.

Student Drop-Off and Pick-Up

The parking lot is for staff use only. For the safety of everyone, please do not use the parking lot or entrance to the parking lot for dropping off or picking up students. Guests and visitors of the school are requested to please use street parking. Please be courteous of our neighbours and do not block their driveways.

The area directly in front of Hidden Valley School is a designated student drop off Hug N' Go zone for families of students in Grades 1 - 3. Please do not park your vehicle in this area. A vehicle may be ticketed by Calgary By-Law officers or the Calgary Police Service if it is left unattended in this zone.

MyCBE – PowerSchool

Do You Have a MyCBE Account? Have you added your child(ren) to the account?

Parents / Legal Guardians / Independent Students who have not already done so, must create a MyCBE account and add their child(ren) to the account to:

- Access your child's program information (e.g., course assessments, daily attendance record, report card)
- Pay fees and request waivers
- Register for transportation and lunch supervision
- Book parent-teacher conferences
- **Submit online school forms (required for 2023-24 school year)**

You will need your email address on file at the school as well as your child's CBE ID, which can be found on the:

- SchoolEngage student profile, for families that registered their child using SchoolEngage.
Note | For a visual guide on how to find the CBE ID within SchoolEngage, refer to [SchoolEngage CBE Student ID](#)
- CBE Report Card, beside the child's name.

MyCBE Account

For parents / legal guardians / independent students *without* a MyCBE account

1. Sign in at www.cbe.ab.ca/mycbe
2. Create the account; refer to [MyCBE - Creating an Account](#)
3. Add child(ren); refer to [MyCBE - Adding Additional Students](#)

For parents / legal guardians / independent students *with* a MyCBE account

1. Sign in at www.cbe.ab.ca/mycbe

2. Add child(ren); refer to [MyCBE - Adding Additional Students](#)

Subscribe to School Messages

Most school messages are sent to parents through SchoolMessenger. It is a mass communication tool that allows schools to easily and securely send email, phone and text messages to parents / guardians, independent students in a particular grade, class, school or area. Messages are sent to the parent contacts on file at your school.

To ensure you receive important information from your child's school and the Calgary Board of Education, [subscribe to school messages](#).

Fees and Waivers

School fees will be charged to families starting in October. Online fee payment is the simplest and most convenient way to pay school fees. Parents can use their online account to pay fees or apply for a waiver at: www.cbe.ab.ca/mycbe.

You can find more information on the [CBE school fees and waivers](#) page.

Technology Support for Students and Parents

Technology support for myCBE, School Engage, G Suite for Education.

<https://cbe.ab.ca/support/Pages/Home.aspx>

CBE - Community Program - English– Hidden Valley School

Elementary school, or education from Kindergarten to Grade 3, is an exciting time of growth, exploration and discovery. Our elementary education programs help students build a strong foundation of learning that will carry them through the rest of their time in school, and beyond. Even though most of our schools offer a regular program, no two are quite the same. All schools teach according to Alberta Education's mandated curriculum, however a school's focus, optional courses and school activities are as unique as every school.

CBE - Program Options – Languages - Hidden Valley School - 50th Anniversary of French Immersion in CBE

The CBE offers Immersion and Bilingual Language programming from Kindergarten to Grade 12 as an alternative program. Bilingual and Immersion Programs support students to become functionally fluent while achieving the learner outcomes of all core and complementary courses. Hidden Valley School is proud to be the home of one of CBE's French Immersion programs.

<https://www.cbe.ab.ca/programs/program-options/Pages/Languages.aspx>

Yes You Can Help! Information and Inspiration for Parents of French Immersion Students

<https://open.alberta.ca/dataset/3d1b0f16-a812-4952-9212-07f086bb3b2a/resource/d1acc041-f151-4354-a7b2-ae587202e711/download/5425805-2011-yesyoucanhelp.pdf>

[New K-6 Curriculum Development & Implementation](#)

Alberta Education has shared new curriculum resources for parents and school boards, as well as an [implementation plan](#), on their new digital resource, [LearnAlberta](#).

<https://www.cbe.ab.ca/programs/curriculum/Pages/default.aspx>

[Communication: Hidden Valley School](#)

School Messenger

We use the email you have provided us to communicate with you through School Messenger. If you have changed your email address, please update it online through your MyCBE Account.

Hidden Valley Highlights:

The Hidden Valley Highlights will be sent out through School Messenger from the office to families weekly. You will find important information about what is happening in the school in this email.

Teacher Email:

Your child's teacher will communicate with families through regular emails. They will be providing families with information about what students are learning and about any special events occurring in the classroom.

Your Child's Teacher:

Your child's teacher is available to speak with you regarding your child. The best way to reach your child's teacher is through email, as they cannot take calls during the day while they are teaching.

[Dogs](#)

Please be advised that **in accordance with City of Calgary Bylaws** dogs (big and small), even those that are leashed or carried, are not permitted on school grounds, playgrounds, or sports fields. Although children enjoy playing with dogs, we cannot risk the chance of a dog biting a child or causing an allergic reaction. We appreciate your cooperation in this matter, which will help to keep the children safe and our school grounds clean.