

Thursday, August 1, 2019

Dear Parents, Caregivers and our beloved CIS students,

To all CIS families, both those who are returning, and those who are new to our school community, welcome and welcome back! **Tuesday, August 6, 2019 is the first day of school for all students in Kindergarten through Grade 12.**

This year, we are happy to welcome Mr. Mark Bell as our new Elementary Vice-Principal. Please join us in congratulating Mr. Mark Bell on his new position.

**Information for the 2019-2020 school year:**

**1. Transportation and arrival at school**

- For those who take the bus, the bus pick-up time will be either texted or emailed to the number/email address you provided 2 days prior to the first day of school.
- For families who are dropping children off and for older students on bikes of any kind, please note that CIS students are expected to wear helmets.
- Since Tuesday, August 6 is also the first day of school for BCIS we know the neighbourhood streets will be busy. Please pay careful attention to our security guards as they direct the traffic pattern.
- **Elementary class lists** will be posted on the school website <http://www.cis.edu.vn> on **August 2, 2019.**

**2. On the first day of school, all classrooms open at 8:20 AM.**

- **Kindergarten students** will go directly to class where our Canadian and Vietnamese teachers will be waiting to welcome them.
- **Grades 1 - 8**
  - **Grades 1 - 5** line up with their teachers in the main foyer between 8:00 - 8:20 AM.
  - **Grades 6 - 8** line up in the second-floor foyer in front of the Terry Fox Room between 8:00 - 8:20 AM.
- **All CIS Secondary students, Grades 9 - 12** will meet in the Niagara Concert Hall in the Maple Leaf Centre (MLC) beginning at 8:20 AM. **Students must check the lists posted outside the Niagara Concert Hall and know their Period 1 teacher before entering.**

**3. Class reorganization for school year 2019-2020**

- Class compositions are organized to absorb anticipated registrations and, to date, class sizes are within the recommended sizes.
- As always, while we hope to limit changes, sometimes it is necessary to re-organize classes at the beginning of the new school year. Parents will be notified of any changes to their child's classroom assignment and if a change occurs, our staff will make the transition smooth for your children.

#### 4. What to bring to school on the first day?

- Essential stationery such as pens, pencils, pencil case, backpack, water bottle labeled with your child's name and class
- Please note that the school will provide students with notebooks and textbooks during the first week of school.
- If your son/daughter does not have a meal plan at school, prepare a snack for him/her beforehand.
- We do not encourage students **in Kindergarten through Grade 6** to bring electronic devices to school.
- Students in Grades 7-12 are expected to bring a fully-charged laptop or tablet, or other devices suitable for school work such as a Chromebook, to school every day for use in classes, unless otherwise stated by their teachers. A smartphone is not suitable for school work. (this is copied from the technology responsible use policy).

#### 5. Uniform pick-up

- **From Monday, August 5, 2019 to Wednesday, August 7, 2019, uniform distribution will be closed.**
- All students are expected to be in school uniform on opening day, Tuesday, August 6, 2019.
- Attached to this email is a reminder of the CIS school uniform. Please note the following:
  - Students wear their gym (PE) uniforms for gym (PE) ONLY and are expected to change before and after their Physical Education Class.
  - Excepting Primary Students Grades 1-3, who are exempt from this requirement and are allowed to wear their PE uniform on their PE Day all day
  - House uniforms are limited to designated house days ONLY.
  - Similarly, anti-bullying pink T-shirts and Terry Fox T-shirts are for special occasions only.

#### 6. School contacts

For inquiries about:

- **Transportation** please contact [schoolbus@cis.edu.vn](mailto:schoolbus@cis.edu.vn)  
Phone: (028) 54 123 444 (Ext: 1150)
- **Food plans** please contact [schoolmeal@cis.edu.vn](mailto:schoolmeal@cis.edu.vn)  
Phone: (028) 54 145 678 - Hotline: 0902 388 790
- **Accounting** please contact Ms. Huong [huong.dinh@cis.edu.vn](mailto:huong.dinh@cis.edu.vn)  
Phone: (028) 54 123 444 (Ext: 1102)
- **ASO Elementary** please contact [elementary@admin.cis.edu.vn](mailto:elementary@admin.cis.edu.vn)  
Phone: (028) 54 123 444 (Ext: 1157)
- **ASO Secondary** please contact [secondary@admin.cis.edu.vn](mailto:secondary@admin.cis.edu.vn)  
Phone: (028) 54 123 444 (Ext: 1161/1163)

On behalf of the CIS Leadership Team, Ms. Joanne Valere - Elementary Principal, Mr. Mark Bell - Elementary Vice-Principal, and Mr. Andrew Lin - Secondary Vice-Principal:

**“Happy New Year!”**

*We look forward to working with you!*

**Dr. Sheryl Freeman**

*CISS Chair of Leadership Team*

**Our CIS Curriculum Showcase is on Saturday, August 17, 2019, from 8:30 - Noon.  
See you there!  
This is a great chance to meet your child’s teacher and find out about classroom expectations.**



**VI HUYNH (MS.)**  
PRINCIPAL'S ASSISTANT

**ANDREW LIN (MR.)**  
SECONDARY VICE PRINCIPAL

**SHERYL FREEMAN (DR.)**  
CISS CHAIR OF LEADERSHIP TEAM

**JOANNE VALERE (MS.)**  
ELEMENTARY PRINCIPAL

**MARK BELL (MR.)**  
ELEMENTARY VICE PRINCIPAL



**PHUOC LE (MR.)**  
ASO SECONDARY

**HAN LE (MS.)**  
ASO SECONDARY

**UYEN BACH (MS.)**  
SCHOOL OPERATIONS MANAGER

**NGOC PHAM (MS.)**  
ASO ELEMENTARY

**TAM HOANG (MS.)**  
ASO ELEMENTARY