



# Welcome to Duc d'Anville Elementary

## Information for Parents of New Students

### **Contact Information:**

#### **School Phone Numbers**

Office: 902-457-8940      Safe Arrival: 902-457-8940 option 1

#### **School Email:**

ddes@hrce.ca

#### **School Website:**

ddv@hrce.ca

#### **School Administration:**

Adam Griffin: Principal

Shauna MacMullin: Vice Principal

Deepali Gupta: Administrative Assistant

Jenna Barnes: Guidance

**Family of Schools:** Duc d'Anville belongs to the Halifax West family of schools.

**Halifax Regional Center for Education website:** [www.hrce.ca](http://www.hrce.ca)

### **Student Information:**

**Nut Aware Alert:** We have students with life-threatening allergies. Please do not send any food to school containing any form of nuts.

**We are a Scent Free Building.** No Scents is Good Sense: For the comfort and good health of everyone, our school is a scent aware building. We do have students and staff with sensitivities and allergies.

**Safe Arrival:** If your child will be late or absent from school, please call the Safe Arrival line (902) 457-8940 option 1 so we won't expect your child at school that day. School starts at 9:00am. All children arriving after 9:00 are to check in with the office upon arrival.

When your child is ill (cold, flu, vomiting, headache, pinkeye, temperature, etc.), please keep him/her at home. Your child will feel better at home and will recover more quickly. It will also prevent the condition from being spread to other children and their teachers.

**For the Safety of our Students:** If you visit the school during school hours, please park off school property and report to the office. This is for the safety of all of our students.

**School Hours:**

8:40 Teachers are on duty

9:00 Classes Begin

2:50 Dismissal

Arrive promptly to pick your child up from the main door at 2:50 p.m. dismissal. Children get upset if you are not there on time. It is NOT possible for your child to remain in the school after the 2:50 p.m. dismissal. **Please don't pick up your child prior to 2:50 p.m. unless they have an appointment. Early pick up causes disruptions to the classroom.**

The school and the classrooms are your child's workplace. Please respect them as such and avoid actions that would disturb or distract the children from learning (e.g., standing close to classroom windows).

**Library:** Each class will have library once per week to borrow books for a 7 day period.

**Music:** Each class will have 2-30 minute music classes per week.

**Physhed:** Grades Primary – 3 will have 3-30 minute physhed classes per week and Grades 4-6 will have 2-30 minute classes per week