

SMUS

JUNIOR KINDERGARTEN

FAMILY HANDBOOK & POLICIES

2024 - 2025



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Junior Kindergarten Handbook & Policies

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Junior Kindergarten Handbook & Policies

Dear Junior Kindergarten Families:

We are delighted to welcome you and your child to the SMUS Junior Kindergarten in September. This is an exciting time for the school and for your family and we are honoured to be a part of your child's educational journey.

Our Reggio Emilia philosophy places the emphasis on a child-centered approach to learning that encourages curiosity, creativity, and exploration in a safe and nurturing environment. Our spaces have been designed to reflect these values.

Working closely with faculty at the Junior School, our incredibly dedicated Junior Kindergarten teachers, have created a program that instills joy and wonder in our youngest learners. Each child's interests and passions are nurtured ensuring a love of learning, along with foundational building blocks for the journey that awaits our students from Kindergarten onwards.

To ease the transition over the next few months, we will provide you with information, opportunities to ask questions, and invite families to community building events to get to know each other. Our priority is to help set you and your child up for success as you prepare for the start of Junior Kindergarten.

We look forward to partnering with you as your child begins their SMUS journey.

Warm regards,

Mrs. Becky Anderson, BSc, MEd
Junior School Director
St. Michaels University Junior School





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About Us

At St. Michaels University School, our Mission, our Vision, and our Values are core to who we are as a school. They guide us and give purpose to the education we provide.

Our Vision:

To learn, to lead to serve.

Our Mission:

Our school seeks the excellence in all of us, with passion and compassion.
We are a community shaped by the pursuit of truth and goodness,
providing outstanding preparation for life.

Our Values:

Respect, Courage, Honesty, Service.

Junior Kindergarten Program

Our Reggio-inspired Junior Kindergarten is designed to help children discover their own excellence in an engaging and joyful environment, that values each child's capabilities and provides a developmentally appropriate place to grow and learn. Children in Junior Kindergarten are valued as capable, intelligent, competent citizens of the SMUS community.

Through play and exploration, children will build skills and language that will support collaboration, problem solving, and cooperation. Focusing on social-emotional learning, children will form friendships, learn to express themselves, be creative, and develop a growth mindset. These skills lay a strong foundation for their educational journey.

There are two groups of students: 3-year-olds (Sandpipers) and 4-year-olds (Hérons) with their own classrooms and teachers. There will be times in the day when the children are together and times when there are specific activities for each group.





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Staff Information:

Junior School Director - Becky Anderson (becky.anderson@smus.ca)
Junior School Assistant Director - Nicole Tripp (nicole.tripp@smus.ca)
Junior Kindergarten Teacher - Angela Ireland (angela.ireland@smus.ca)
Junior Kindergarten Teacher - Jennifer Flaherty (jennifer.flaherty@smus.ca)
Junior Kindergarten Teacher - Jennifer Medak (jennifer.medak@smus.ca)
French Teacher - Stephanie Geehan (stephanie.geehan@smus.ca)
Assistant to the Director - Delina Squire (delina.squire@smus.ca)
Administrative Assistant - Christine Shewchuk (christine.shewchuk@smus.ca)
Admissions Associate - Sarah Lund (sarah.lund@smus.ca)
Facilities / Custodian - Dave Ewing (jroffice@smus.ca)
General Information & Attendance Junior School Office (jroffice@smus.ca)
Office Phone: 250-598-3922 juniorkindergarten@smus.ca

SMUS Website Information:

Press control and click on the title

[SMUS Website](#)

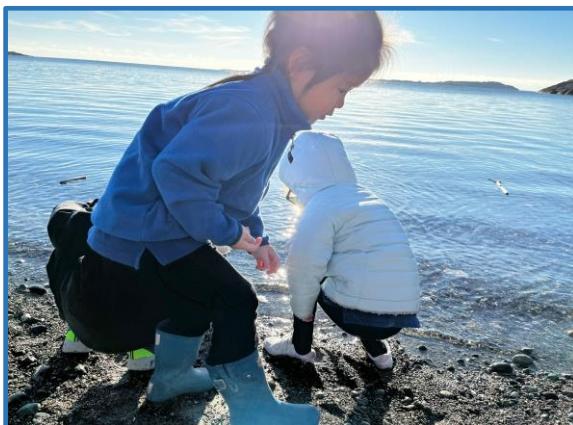
The SMUS website is updated regularly and contains information for families

[Links for Current Parents](#)

SMUS Parent Handbook (online August 2024)

[SMUS Calendar](#)

Data security or SMUS privacy policy questions, please contact
Rita Lord, Chief Financial Officer 250-370-6191 or rita.lord@smus.ca





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Rhythm of the Day:

At the start of the school year, families will learn more about daily, weekly, monthly plans and special events.

The general rhythm of the day will be:

8:15 – 9:00 am	Extended arrival
9:00 am	Morning meeting – gathering to set the tone for the day.
9:15 am	Open-ended explorations - children choose play experiences based on interests and provocations offered in the environment. <ul style="list-style-type: none">• Outdoor playtime• Snack – light snack and personal responsibility routines.• Storytime• Nature Time – Such as: neighborhood walks, field observations and beach walks.• Atelier Experiences – time for creativity.
11:45 am	Lunch
12:15 pm	Rest Time – Storytime, nap, quiet rest
1:00 pm	Ongoing explorations, learning and play.
1:45 pm	Closing Circle – Celebrating, Noticing, Gratitude
2:00 – 3:00 pm	Extended Pick-up

Specialist Teachers:

The children in the Junior Kindergarten will enjoy learning with several of our Junior School Specialist Teachers.

There will be activities that are included into the learning program during the week (e.g., French, Music, Library, Outdoor Education) and there will be opportunities for K-5 teachers to come into the Junior Kindergarten classrooms as guest teachers (Physical Education, STEAM, Art).





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Attendance Policy:

Each student is enrolled with the understanding that except for circumstances of illness or special circumstances, they will attend the school each day the school is in session, which is usually five days per week.

Absences are reported to the Junior School Office and classroom teachers by 9:15 am. Please support your child by ensuring that they arrive at school on time. Families will be contacted to follow up on unexpected absences. Junior Kindergarten students are to be at school by 9:00 am. Please email jroffice@smus.ca and juniorkindergarten@smus.ca if your child will not be attending school.

In the case of planned absence, it is expected that families notify the school in advance so that the child's whereabouts are known. Likewise, families should notify the school if their child is unable to attend due to sickness or other unplanned circumstances.

Arrival/Dismissal:

The pick-up and drop off times differ slightly between the Junior Kindergarten program and the Junior School K-5 program. Our goal is to create a calm start to the day for all children. Designated program hours are 9:00 am to 2:00 pm with extended drop-off and pick-up between 8:15 am and 3:00 pm.

Drop Off Procedures:

- Classroom doors open at 8:15 am for drop off. At 9:00 am the Junior Kindergarten program begins with a morning meeting and all children should be in the classroom at this time.
- In compliance with our licensing regulations, **a Junior Kindergarten child is not permitted to come to the classroom or leave the classroom by themselves or with a sibling at school.**
- All students need to be signed in by a parent or guardian.
- Parents/guardians can park in the neighbourhood (respecting our neighbours' driveways) and bring your child into the school. Please do not park in front of the school.
- Teachers will greet you and your child and welcome them to school. There will be activities prepared for the children to allow for a slow and engaging transition to the day.
- If students and parent/guardians arrive before 8:15 am, please wait in the Annex Atrium quietly with your child. There are K-5 classes underway in the morning.

Pick up Procedures:

- Classroom doors open at 2:00 pm for pick-up.
- A parent or designated adult must come to the classroom to pick up their Junior Kindergarten child.
- Children are not able to leave the school with anyone, other than a person authorized by the family on the forms submitted. If someone other than the person(s) authorized is required to pick up the child, please phone the school or email your classroom teacher. Identification will be requested of a new person picking up a child.
- The school will not dismiss any student to a guardian under the age of 19 years old.
- Junior Kindergarten children are picked up between 2:00 pm and 3:00 pm. This process allows teachers to connect with parents/guardians at the end of the day
- If families are late to pick up, children will be kept with their classroom teacher to be supervised until the parent/guardian arrives. Please inform your child's teacher and/or the Office if you will be late for pick up.





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Safe Release of Child Procedures:

1. A family member/caregiver/designated adult must come to the classroom to pick-up their Junior Kindergarten child as per the completed Authorized Person's Pick up Form. Teachers cannot allow a student to leave the school with anyone other than a person authorized by the family on the list. For this reason, families are asked to be responsible for keeping the school informed of persons who will be picking up their child. Families are asked to inform classroom teachers if they have new arrangements with someone whose name is not on the Authorized Person's Pick Up Form. A telephone call will be accepted in case of emergency and picture identification will be verified to confirm the identity of the alternate person picking up the child.
2. Junior Kindergarten students will not be dismissed to a guardian under the age of 19 years.
3. If a guardian or authorized pick-up person appears unable to provide proper care, the staff cannot release the student.

Behavioural indicators that might cause us to suspect that a person may be impaired include:

- Inebriation (slurred speech, strong odour of alcohol, lack of physical coordination, drooping eyes, abusive or unpleasant demeanor)
- State of ill health (either physical, emotional, or psychological) such that the adult may be incapable of appropriately caring for the child

In some situations where there is suspicion of impairment, SMUS may be required to make a subjective decision or "judgement call." If Junior Kindergarten staff deem the parent or authorized pick-up person as unsuitable to take the child from school, they will be informed and safe options will be discussed (other parent/guardian, emergency contact) or appropriate authorities will be notified.

4. If families are late to pick-up, children will be kept with their classroom teacher to be supervised until the guardian arrives. If families know they will be late, please inform your child's teacher and/or the Junior School Office as soon as possible.
5. Staff will refer to the following process, if a child is not picked up at 3:30 pm and has not received information from parents/guardians:
 - Parents will be called at their contact numbers (please ensure all contact information is kept up to date) at work/home etc.
 - If after 30 minutes and parents have not responded to school's calls, the emergency contacts will be contacted from the Emergency Contact list to pick up the child.
 - If after 40 minutes after closing, and parents and emergency contacts have not responded, staff will call Emergency Services of the Ministry of Children and Family Development. An MCFD Social Worker will sign the child out and will place the child in care until parents/guardians can be located.

Custody and Court Related Orders Policy:

If a custody or court order exists within a family, a copy of the court order must be provided to the Junior Kindergarten staff and Office and instructions therein will be followed. Families need to inform Junior Kindergarten staff and Office of all custody and court order changes. Any **court documents or custody orders will remain confidential** with the Junior Kindergarten leadership team, relevant teacher, and the Junior School Office.

Child Abuse Policies & Procedures:

The Child, Family and Community Service Act of British Columbia states: "Anyone who has a reason to believe that a child or youth has been, or is likely to be, abused or neglected, is required to report it to the Ministry of Children and Family Development (MCFD)." SMUS will follow protocol of suspicions of abuse and will not decide if it is abuse or not. Police or MCFD will be responsible for the investigation as well as be responsible for notify the parents/guardians.

These procedures relate to the reporting of student abuse and are designed both to protect students and as prevention strategies to minimize allegations.



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- Criminal record check is completed on all staff and volunteers and/or other adults on site.
- Staff documentation is complete and references are examined for all staff.
- Staff review and understand SMUS school policies.
- Volunteers will be screened and references checked.
- Consistent direction and guidance of staff is provided by the Director of the Junior School.
- New staff are provided a school orientation along with support and school policy handbook.
- Substitute teachers or volunteers will not be responsible for managing challenging discipline situations.
- Hard to supervise areas will be supervised sufficiently with a balanced need for children's privacy ensuring the safety of all students.

Reporting Procedures:

SMUS Junior School will follow procedures as set out by the booklet, "A Guide for Independent School Personnel Responding to Child Abuse" as follows:

1. Notify the Junior School Director
2. Document the information
3. Report to the local authority, i.e., Island Health
4. **Do not** contact parents or caregiver
5. Cooperate fully with any investigation
6. Always support the child

Appeal Policy:

All members of the St. Michaels University School Society and school community are encouraged to be familiar with the policy and the process under it.

If you have a complaint:

- Keep a record of the date, time, and nature of any incident
- Talk to your child's teacher
- Talk to the Director of the Junior School
- If need be, report to the Head of School.

Rest/Quiet Time Routines:

- All children will be provided with their own non-allergenic sleep mat and fitted sheet. Sheets are laundered once a week at school.
- Please provide a small blanket to cater to the sleep needs of your child and one cuddly toy. Storage space is limited, so please keep items as small as possible.
- Blankets are sent home at the end of each week to be washed.
- If students do not nap, they will have quiet time.

Outdoor Play:

- The Junior Kindergarten children will not be playing outside at the same time as the rest of the Junior School. This is a licensing requirement, as well as gives our youngest children the opportunity to enjoy the outdoor space for themselves.
- All students will go outside to play in all weather. A red Muddy Buddy is part of the school uniform and will stay at school in student's cubby. Please send hats, mittens/gloves in the winter months and ensure everything is labeled with the student's name.
- Parents/guardians need to provide a bike helmet for their child to ride Strider bikes during outdoor play.

Washrooms and Hand Washing:

- It is required that children be toilet trained. If a child has consistent accidents at school, parents may be called to pick up their child. If consistent accidents continue at school, the child may be asked to stay home until they are fully toilet trained.
- Students have access to washrooms in each of the classrooms.



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- If the washroom is full, a child will be escorted to the additional washrooms down the hall with the teacher.
- There are multiple sinks in each classroom. Children will wash their hands frequently throughout the day.
- Please leave a spare set of labelled socks and underwear at school in case they are needed.

Meals/Food:

- Children bring their own healthy snacks for morning as well as lunch. No candy or sweet treats are allowed, including sugary drinks.
- Lunches from home should be in food containers that are easily and independently opened by the children.
- We encourage families to provide waste free snacks and lunches favouring reusable food and drink containers, and washable cutlery over plastic bags, juice boxes and throwaway utensils.
- SMUS Parent Auxiliary Hot Lunch program is offered on Tuesday, Wednesday and Thursdays with sushi, pizza and soup and sandwiches. More information regarding costs and sign up will be provided in advance of the start of the school year by the Junior School Office.
- All students MUST bring a labelled water bottle into class they can use throughout the day.
- The Junior School is an allergy aware school; therefore, we ask families to be mindful when bringing in outside food. No nuts are allowed in the Junior School and this includes snack times. If there are other significant allergies, teachers will communicate with families about these allergies.
- Children and teachers will sit together at set mealtimes. If children are hungry between these times, extra snacks may be offered if programming allows.

Set-Up

The tables will be sanitized with the appropriate cleaning solution, as specified in the Childcare Licensing Regulations. The children will be required to wash their hands before and after they eat their snacks and lunch. Children will always be supervised while eating.

Student Illness & Medical Policies:

If a student is sick or has an infection, they **must** be kept at home. This is a requirement of the Public Health Department.

If your child will not be attending school due to illness or vacation, please email the Junior School office (jroffice@smus.ca) and the juniorkindergarten@smus.ca to report the attendance.

Children may return after 24 hours to school without medication once their symptoms have receded and students can be active members of the program.

Children affected with the following, will need to stay home as noted:

Fever: Temperature of 100.4 Fahrenheit will require children be kept at home for 24 hours fever and medication free.

Vomiting: Children can return after 24 hours of the last bout of sickness.

Diarrhea: Children must be symptom free for 24 hours and have one solid bowel movement.

Antibiotics: Children can return 24 hours after the antibiotic is first taken as long as criteria above are also met (i.e., coughing is minimal).

Infected Skin or Eyes: A doctor must examine undiagnosed skin irritations and provide written medical clearance prior to a child's return to program.

Conjunctivitis (Pink eye): This condition is very contagious and must be treated. Children's eyes need to be clear before the child may return.

Infections/Ear Infections: Island Health states that untreated ear infections can lead to hearing loss and are ear infections require a doctor visit. Children will need to stay home for a minimum of 24 hours with or without antibiotic medication. Children with ear infections/aches need to be monitored and checked for fevers. Children can return when symptoms such as fever and ear tugging have subsided.



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Head Lice: Head lice are frustrating, but not a health risk. As per Island Health's recommendations, if your child has a confirmed case of head lice, they are welcome to come to school if treatment has occurred.

Communicable Diseases: Communicable diseases such as chicken pox and measles must be reported to staff as soon as they are diagnosed. The duration of the child's treatment and exclusion from Childcare will depend on Island Health's Communicable Disease recommendations available [online](#)

If a child arrives at school and is deemed to be ill, parents/guardians will be asked to find alternative care for the child for the day. If a child becomes ill during the day, parents will be contacted to come and pick up their child. If the parent cannot be contacted, the emergency contact will be called to come and collect the child.

Immunizations:

Island Health recommends that children who attend school have their immunizations up to date to enter programs and parents need to provide a written record of each child's immunization on the Child's Health Information Form. These written records will be kept on file and be up to date. If a child is not immunized, a letter stating that this child is not immunized will need to be submitted for the file (as per Island Health regulations).

If a communicable disease becomes apparent in the school, non-immunized children will be excluded from the program immediately. In the event of an outbreak, Community Care Facilities Licensing and or the Centre for Disease Control will be notified. Children should not attend school for at least 48 hours after their last symptom or as directed by Island Health or designate.

Medication:

- It is the policy of SMUS that teaching staff cannot administer any form of medication unless the school has written instructions with specific details regarding: the type/name of medication to be administered, dosage, and frequency of dosage.
- In cases of severe allergies, families must fill in the required medical forms if staff is to administer the use of an Epi-pen.
- If a Junior Kindergarten student requires an Epi-pen, the classroom teachers will keep this in the first aid kit which accompanies the child wherever they go throughout the school day. The Epi-pen will be in a sealed plastic bag along with the medical information.

Sunscreen

- Families are encouraged to send their children to school with sunscreen already applied, along with a hat, as required.
- Families must provide the sunscreen with their child's name labelled on the container to reapply sunscreen (see Parent/Guardian Permissions Authorization form).

Student Social & Emotional Support Policy:

SMUS behaviour guidance policy is available online for families in SMUS Family Handbook:

- We seek to make well-informed decisions and make a concerted effort to help the students interact comfortably, happily, safely, and productively with each another.
- We use familiar strategies of modelling, redirection, and positive reinforcement, having first established a few simple, clearly stated, and consistent boundaries promoting safety for the student, for others, and for the environment.
- We endeavour to be judicious in our intervention, encouraging the students to implement strategies shared with them, and helping them to grow toward self-regulation.
- We are sensitive to the differing needs of each student and are aware of changes in their lives outside school hours.
- As we maintain daily contact with families, any social or emotional concerns are discussed promptly.



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To comply with Island Health regulations, the Community Care Facility Licensing Board has requested the following addition to our school discipline statement:

Harmful actions not permitted

52 (1) A licensee must take every precaution to ensure that a student, while under the care or supervision of the licensee, is not subjected to any of the following:

- (a) Shoving, hitting, or shaking by an employee or another student, or confinement or physical restraint by another student.
- (b) Confinement or physical restraint by an employee, except as authorized in a student care's plan if the care plan includes instructions respecting behavioral guidance.
- (c) Harsh, belittling, or degrading treatment by an employee or another student, whether verbal, emotional or physical, that could humiliate the child or undermine the student's self-respect.
- (d) Spanking or any other form of corporal punishment.
- (e) Separation, without supervision by a responsible adult, from other students.
- (f) As a form of punishment, deprivation of meals, snacks, rest, or necessary use of a toilet.

(2) A licensee must ensure that a student is not, while under the care or supervision of the licensee, subjected to emotional abuse, physical abuse, sexual abuse, or neglect as those terms are defined in Schedule H.

Special Information from Home:

In the event a significant change takes place in a child's home life, families must notify the staff as soon as possible. Such information is often useful when a teacher notices a change in a child's behaviour. We accept a family's judgment concerning the kind of changes which may affect their child's behaviour, sense of security and general well-being.

Common causes of distress include caregivers being away from home for an extended period for any reason (e.g., a new person living in the home or providing childcare services; illness of a family member; any hospitalization; accident or death in the family; change of the family structure; a move; death of a pet, etc.).

We would like to assure families that all confidences regarding their children/family circumstances are strictly maintained.

Snow / Emergency Policy:

- In the case of an emergency, (e.g. heavy snowfall), that prevents the school from opening as scheduled, families need to check the school website for the most up-to-date information: www.smus.ca prior to setting out for school. An email message will also be sent out, updating families.
- Please note that due to the constraints of its insurance policy, the school is unable to reimburse tuition fees because of school missed during emergencies.
- The school maintains emergency provisions and supplies and all teachers have first aid certification.

Active Play Policy:

- All children will engage in a minimum of 60 minutes of daily active play throughout their program routine. Active play will consist of un-facilitated play and facilitated games and activities both indoors and outdoors.
- Junior Kindergarten teachers will incorporate Fundamental Movement Skills (run, jump, hop, skip, throw etc.) and injury prevention into all active play activities.

Screen time Policy:

Children will not receive any screen time in their daily scheduled routines. Special occasions may merit age-appropriate educational video clips.



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Personal Belongings:

Candy, gum, and toys may not be brought to school, (toys are permitted if part of the Show and Share presentation). Families should advise their child that since school provides them with special and very exciting activities, their toys are best left at home.

Emergency/Evacuation Procedures:

- Fire drills are held once a month for Junior Kindergarten students as is required by licensing. A staff member will sound the alarm and the staff will then follow the emergency evacuation procedure for the centre. Staff members have the students line up quickly, quietly and exit to a designated safe location.
- Each class brings a first aid kit, medication, contact information, cell phone and attendance sheet and will go to the designated location. Students will complete these drills in all types of weather to simulate a real-life scenario and will not have time to put on coats etc.
- Junior Kindergarten will also complete hold and secure drills, earthquake drills, and lockdown procedures throughout the school year with the entire school.

Family Volunteers:

- Teachers will be coordinating all family volunteer help within the classroom and will communicate classroom volunteer opportunities when the school year is underway.
- The SMUS Parent Auxiliary representative and other coordinators will facilitate sign up for volunteers for Hot Lunch duty, JS Library Learning Commons duty and other events.

Holiday Celebrations:

Gifts for other Children

During any special event or celebration, including birthday celebrations, if you and your child would like to bring in something for the rest of the students in the class, we ask that you do NOT bring in any individual gifts. Please do not send in edible treats to share due to allergies and diet requirements of students and staff.

Halloween

- Students are welcome to dress up in costume for this holiday but are asked to make sure that students adhere to costumes that are not scary or contain fake weapons or masks.

Valentine's Day

- Please ensure that if your child brings cards to school on this day, there must be a card for **EVERY** student in their class. We ask that these cards not be labelled or that they are written generically so that teachers can easily distribute them.
- Students may wear red, white, or pink to school during this celebration.

Birthdays

- Birthdays are considered important, and the school celebrates with the child in a meaningful way, not with gifts.
- **Families are asked to deliver party invitations outside of school hours** to ensure that children who are not invited do not feel left out of celebrations.

Other Events

- Lunar New Year, Diwali, Christmas, Hanukkah etc. will also be celebrated together with the school community.

Transition From JK 4 to SMUS Kindergarten:

- Acceptance into the SMUS Kindergarten Program is automatic unless there is a specific and/or significant concern. Any concerns will be discussed with families prior to decisions being made and will include both classroom teachers and the Junior School Director.
- Families will be sent a letter of re-enrollment to inform the Admissions Office of their interest in having their children attend SMUS Kindergarten.



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School Life:

Extracurricular Activities

While the Junior School currently offers extracurricular activities for K-5 students, due to the age of students in the Junior Kindergarten, we do not encourage students to be scheduled in multiple after school programs as these can be very long days for our young students.

After School Care

After School Care is not offered for the Junior Kindergarten students.





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Junior Kindergarten Uniform

Junior Kindergarten Clothing:

- The students are required to wear the SMUS school uniform and **all items** of clothing and footwear must be labelled. Uniform items are posted on the school website. No gym uniform is required.
- Students are to have a pair of gym shoes which will be worn during the day as indoor shoes. Please ensure the shoes do not have lights, decorative ornaments, or laces as these can be distracting. Velcro and plain neutral-coloured runners are preferred. A separate pair of shoes/boots will be worn to school to accommodate the weather and outdoor play time.
- Junior Kindergarten students must always have a spare set of labelled underwear and socks in the classroom for bathroom accidents.
- Spare uniform pieces will be kept in the classroom in the case of accidents. Clothes sent home are to be laundered and returned to class by the end of the week.
- Muddy buddies and rain boots are left at school as students go outside in all weather. Please send your child with warm coats, hats and mittens as required (with your child's name on all items).

The Junior Kindergarten uniform will be available for purchase in August 2024 at the SMUS Campus Shop located at the Senior School Campus 3400 Richmond Road, Victoria BC.

Uniform Items – (All items must be labeled with your child's name):

Tops:

Royal blue crested polo shirt

Bottoms:

Black sweatpants

Navy pleated culottes (optional)

Grey non-pleated shorts (optional)

Footwear:

Navy knee socks (worn with culottes) or grey knee socks (worn with shorts)

Rubber boots (navy, black or red preferred)

Indoor shoes (these stay at school) – runners with non-marking soles (child must be able to put on and take off independently)

Outdoor shoes – runners with non-marking soles (child must be able to put on and take off independently)

Outerwear:

Outdoor jacket (solid navy, blue or black preferred)

Royal blue crested hoodie

Red Muddy Buddy

Optional Accessories:

Hair adornments in school tartan or in solid colours (navy, black, red, or white)

Sun hat/school baseball cap – in school colours

Toques, gloves – in school colours

Please consult the [SMUS Uniform Website](#) for further information.



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Gradual Entry Schedule:

To ease the transition into Junior Kindergarten, a gradual entry schedule for the upcoming school year will be as follows:

September 3, 2024	Junior Kindergarten Student Open House with parents (2 groups) 9:00 – 10:00 am and 10:30 – 11:30 am
September 4, 2024	Junior Kindergarten 3 students & 4 students with parents (if needed) 9:00 am – 11:00 am
September 5, 2024	Junior Kindergarten 3 students & 4 students with parents (if needed) 9:00 am – 11:00 am
September 6, 2024	Junior Kindergarten 3 students & 4 students full day of classes 9:00 am – 2:00 pm
September 9, 2024	Junior Kindergarten 3 students & 4 students full day of classes 9:00 am – 2:00 pm (with extended hours 8:10 am to 3:00 pm)

Yearly Calendar Information:

September 4, 2024	New parent reception 6:30 – 7:30 pm Junior School gym – refreshments provided
September 6, 2024	Junior School Welcome Back BBQ – more information provided in August 2024

The SMUS 2024 – 2025 yearly calendar is found [here](#).



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Addendum #1

Junior Kindergarten Holidays and Breaks 2024 – 2025

Date	
September 30, 2024	National Day for Truth and Reconciliation -
October 11	School closes at end of day for Thanksgiving Break
October 16	Classes resume
October 25	SMUS closed for Faculty Professional Development Day Junior Kindergarten open until 3:00 pm – regular school day
November 8	SMUS closes at lunch for Remembrance Day Junior Kindergarten closes end of day
November 9-12	SMUS Remembrance Day closure
November 13	Classes resume
December 13	School closes at end of day for Holiday Break
January 6, 2025	Classes resume
February 13	SMUS closed for Faculty Professional Development day at lunch Junior Kindergarten closes for Faculty Profession Development at lunch
February 14-17	School closed for Family Day weekend
February 18	Classes resume
March 14	School closes at the end of day for Spring Break
March 31	Classes resume
April 17	School closes at end of day for Easter Long weekend
April 22	Classes resume
May 16	School closes at end of day for Victoria Day weekend
May 20	Classes resume
June 18	Last day of school for Junior Kindergarten students



Junior Kindergarten Handbook & Policies

Addendum #2

Junior Kindergarten Uniform Shopping List 2024 – 2025

Tops	<input type="checkbox"/> Royal blue crested polo shirt
Bottoms	<input type="checkbox"/> Solid black fleece sweatpants <input type="checkbox"/> Navy pleated culottes (optional) <input type="checkbox"/> Grey non-pleated shorts (optional)
Footwear	<input type="checkbox"/> Navy knee socks (worn with culottes) <input type="checkbox"/> Grey knee socks (worn with shorts) <input type="checkbox"/> Indoor runners with non-marking soles in neutral colours, non-flashing. Child must be able to put on and take off shoes independently.
Outerwear	<input type="checkbox"/> Outdoor jacket (solid navy, blue or black preferred) <input type="checkbox"/> Royal blue crested fleece <input type="checkbox"/> Rubber boots (navy, black or red) <input type="checkbox"/> Red Muddy Buddy
Additional Items Required	<input type="checkbox"/> SMUS mesh gym bag <input type="checkbox"/> Spare socks and underwear
Optional Items	<input type="checkbox"/> Hair adornments in school tartan or in solid colours (navy, red or white) <input type="checkbox"/> Sun hat/school baseball cap – in school colours <input type="checkbox"/> Toques, gloves in school colours
<i>All items must be labeled with your child's name.</i>	
SMUS School Colours	Navy, Black, Red
Junior Kindergarten Colours	Royal blue, Navy, Black, Red

Campus Shop Online Store [Link](#)

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