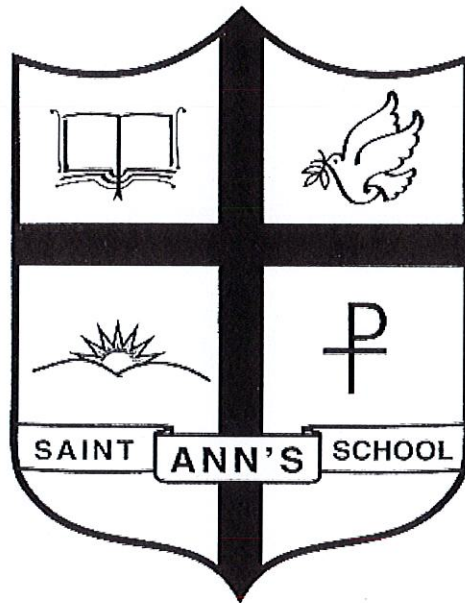


St. Ann's Catholic School



2025-2026



St. Ann's Catholic School

150 Sutherland Avenue, Quesnel, BC V2J 2J5
P. (250) 992-6237 E. office@stannseagles.com

APPLICATION for REGISTRATION INFORMATION AND CHECKLIST

Dear Parents/Guardians who are applying to enroll a NEW student:

Welcome to St. Ann's Catholic School! At SAQ (St. Ann's, Quesnel) we aim to develop and support the WHOLE child-intellectually, morally, socially, physically, emotionally AND spiritually. The staff at SAQ strive for excellence in education and provide an atmosphere in which the Catholic faith permeates all aspects of life in the school. Each child within the school is given the opportunity to develop their potential, not only as an individual, but also as a member of society and more importantly, as a child of God.

To register your child, the following checklist of forms must be completed:

- Return the completed and signed APPLICATION FOR ADMISSION FORM (white page) with:
 - A copy of Birth Certificate of child (we can copy if you bring this with you)
 - A copy of Medical Services Card of child (we can copy if you bring this with you)
 - A copy of Baptism Certificate (if applicable)
 - A copy of a utility bill proving residency
- FAMILY STATEMENT OF COMMITMENT (pink page)
- DISCIPLINE INFORMATION FORM-signed by child and parent (blue page)
- SAINTS OF SERVICE PARENT PARTICIPATION PROGRAM with post-dated cheque (white)
- FAMILY PAYMENT SCHEDULE (yellow page)
- PRE-AUTHORIZED DEBIT FORMS (if applicable)
- \$100 REGISTRATION & SUPPLY FEE (per child)
- BUS INFORMATION (cream page)
- GENERAL CONSENT FORM (purple page)
- MEDIA CONSENT FORM (green page)
- COMPUTER USE & PRIVACY CONSENT FORM (white page)

Please review the forms carefully and call the school if you have any questions.

Thank you for choosing St. Ann's Catholic School. We look forward to partnering with you in education!

Blessings,

Ms. Tara Milley
Principal, St. Ann's Catholic School



APPLICATION FOR ADMISSION

St. Ann's Catholic School
150 Sutherland Avenue, Quesnel, BC V2J 2J5
P. (250) 992-6237 E. office@stannseagles.com

OFFICE USE ONLY

Date of entry: _____

Registration Fee Paid:

Forms Completed:

FPS # _____

Authorized by: _____

PERSONAL INFORMATION:

Student's legal names: _____
Surname First Middle

Student's used names: _____
Surname First Middle

To be registered in Grade _____ Gender: MALE FEMALE

Birth date: _____ Place of birth: _____ copy of birth certificate
(year/month/day)

Primary language spoken at home: _____

Citizenship: Canadian YES NO If no, specify _____

Child Lives With: Both parents Mother Father Shared custody Guardian

Aboriginal ancestry: YES NO Status: YES NO Living on reserve: YES NO

If status & living on reserve: Band name _____ DIA# _____

FAMILY INFORMATION:

Mother's/Guardian's Name: _____

Home phone: _____ Cell phone: _____ Work phone: _____

Email address: _____ Occupation: _____

Place of employment: _____

Home Mailing address: _____
City Postal Code

Home Street address: _____
(if different from above) House # Street City Postal Code

Father's/Guardian's Name: _____

Home phone: _____ Cell phone: _____ Work phone: _____

Email address: _____ Occupation: _____

Place of employment: _____

Home Mailing address: _____
City Postal Code

Home Street address: _____
(if different from above) House # Street City Postal Code

Custody is with: Mother Father Both Other (please specify) _____

Legal Alert: YES NO *If yes, attach copies of legal documents or we cannot enforce. Date provided: _____

***Please discuss custody arrangements with the principal to ensure we are aware of the arrangements.*

Please outline any special living arrangements: _____

Emergency Contact: _____ Relationship to child: _____

Contact # _____

Emergency Contact: _____ Relationship to child: _____

Contact # _____

Authorized Pick Up of Child: Please include any other adults (not listed above) that you would like to list for safe pick up of your child:

Name: _____ Relationship: _____ Contact # _____

Name: _____ Relationship: _____ Contact # _____

Sibling Information

Name: _____ D.O.B. _____

Name: _____ D.O.B. _____

Name: _____ D.O.B. _____

MEDICAL INFORMATION:

Family Doctor: _____ Phn: _____ MSP#: _____

Dentist: _____ Phn: _____ Copy of MSP card included

Is your child currently on any medication: YES NO If yes: _____ for _____

Medical Alert: YES NO If yes: _____ Allergies: YES NO If yes: _____

**NOTE: If your child has prescribed medication, EPI Pen, etc. that requires administering during school hours, please pick up to required forms at the office prior to the start of school.*

Physical disabilities/limitations: YES NO If yes: _____

Immunizations up to date: YES NO

RELIGIOUS INFORMATION: St. Ann's Parishioner YES NO

Father's religion: _____ Mother's religion: _____ Child's religion: _____

Dates:

Baptism: _____ Reconciliation: _____

First Communion: _____ Confirmation: _____

EDUCATIONAL INFORMATION:

Former school: _____
(Name) (City)

Has your child received Special Education Programming: YES NO

Has your child received Learning Assistance: YES NO

**If yes to either question, please describe supports required so we can determine if we are able to support your child appropriately:*

Copy of most recent report card included.

BUS INFORMATION:

St. Ann's Bus is required: YES NO (please complete form with St. Ann's bus information even if you do not need the bus)

School District 28 Bus is required: YES NO

**It is the responsibility of parent/guardian to contact SD 28 Bus Garage and arrange bus transportation on their busses and registration with the bus garage is required (250-992-8361).*

BEFORE SCHOOL & AFTER SCHOOL CLUB INFORMATION:

Before School Club is available (at a fee) from 6:40-8:10 a.m.

After School Club is available (at a fee) from 3:00-5:40 p.m.

You can enrol in Club at any time. Please contact the office for more information.

For New Registrations Only:
Please explain your reasons for seeking admission to St. Ann's Catholic School: _____

I certify that this information is complete and correct-

DATE: _____ PARENT/GUARDIAN SIGNATURE: _____

Legal Residency of Parent

To be completed and signed by a parent or legal (court-appointed) guardian. If legal guardian, attach copy of court order appointing you as legal guardian. If both parents are deceased, please request a different form.

A. I am (please X one of the choices below):

- A Canadian citizen (if not born in Canada, please attach photocopy of citizenship paper/card)
- A landed immigrant (**attach photocopy** of landed immigrant status paper)
- Lawfully admitted into Canada under one of the following documents (mark the appropriate box below and **attach photocopy** of document)
 - Admission as a refugee claimant
 - A person claiming refugee status who has a letter of no objection.
 - Student authorization (student visa) for two or more years (or issued for one year but anticipated to be renewed for one or more years).
 - Employment authorization (working permit) for two or more years (or issued for one year but anticipated to be renewed for one or more years).
 - A person carrying out official duties as a diplomatic or consular official (with a foreign representative acceptance counterfoil in his/her passport).
 - Other – documentation description: Must be cleared with Immigration Canada.

B. I am a resident of British Columbia (please X one):

- Yes. Residency address: _____
 - Attach a photocopy of a utility bill in this address. This is a requirement of the Ministry of Education & Childcare.
- No, I am not a resident of British Columbia.

Confirming Name & Signature:

Parent/Legal Guardian's Name (printed): _____

Parent/Legal Guardian's Name (signed): _____

Date: _____

Declaration

Please X all that apply:

- I give permission for the transfer of all information and documentation pertaining to my child as named previously if transferring to/from a BC public school, or a school outside of BC.
- I give my consent for the release of my name, phone number and address for school communication purposes, such as parent support group and classroom phoning committees, etc.
- I give my permission for my child to participate in field trips and/or other related trips (specific permission forms will be sent home for each event that exceed a 3 km walking radius of the school).

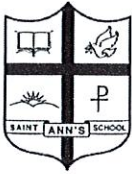
I agree with these conditions. I will contact the school if I wish to change the above declarations at any time.

Child's Name (printed): _____

Parent/Legal Guardian's Name (printed): _____

Parent/Legal Guardian's Name (signed): _____

Date: _____



St. Ann's Catholic School

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Family Statement of Commitment

Philosophy-

“Motivated by a Christ-centered vision of humanity and human history, our school promotes the formation of the whole person. Such formation embraces not only intellectual, but also physical, emotional, moral, and spiritual dimensions of human growth. Intellect, emotions, creative ability, and cultural heritage have a place in the life of the school. Human knowledge and skills are recognized as precious in themselves but find their deepest meaning in God’s plan for creation.” From PHILOSOPHY OF EDUCATION FOR CATHOLIC SCHOOLS IN THE PROVINCE OF BC by Catholic Bishops of BC.

Partners (home, school, parish) in Catholic education must work together to provide an environment where faith and learning go hand in hand in leading young people to be the best they can be.

The following statements support the goals and philosophy of our Catholic school and need to be accepted and support by all members of the community. Read them carefully. They ask you to make a commitment to the values and ideals of our school community. If you have any question or concerns regarding this commitment, please bring them to the principal or school pastor who will gladly discuss them with you.

By returning the signed statement with your completed application, you accept the responsibility of this commitment.

- Parents and guardians agree that they and their children will respect Catholic denominational standards as contained in the Catechism of the Catholic Church.
- All students are required to participate in our religious education curricular and co-curricular programs including liturgical celebrations, retreats, prayer, etc.
- Parents/Guardians are expected to support the religious education program and participate in it as required.
- Regular school attendance and full participation in all aspects of the academic program of the school are required of every student. Each student is expected to strive toward the development of his / her full academic potential.
- Each family is expected to support and participate in the fund-raising activities of the parish/school. This means each family shares in the responsibility of educating our children.

- Each student is expected to know and follow school policies on behaviour.
- Parents/Guardians are expected to know and support school policy and procedures.
- Parents/Guardians agree to accept the responsibility for the cost of tuition, supplies, and other school activities.
- Parents/Guardians must attend an interview with the Principal and Pastor prior to the student being accepted into St. Ann's School.

If any of these conditions are not met the school reserves the right to refuse admission or remove the student from the school.

Oath of Confidentiality for Volunteers
--

St. Ann's School is blessed with many community members who graciously give of their time and talents in service to our staff and students. To conform with employee/student rights to privacy, each volunteer is asked to complete and sign a pledge of confidentiality.

I do solemnly swear as a volunteer at St. Ann's School to hold in strictest confidence all matters that occur in the setting of the classroom, library, office, etc.

I have read and understand the above expectations and commitments and I hereby accept them as stated.

Both parent/guardian signatures are required, unless there is a court order giving one parent full custodial rights.

Student Name (printed): _____

Student Signature: _____

Parent Names (printed): _____

Parent Names (printed): _____

Parent/Guardian Signatures: _____

Parent/Guardian Signatures: _____

2025 – 2026 ST. ANN’S CATHOLIC SCHOOL Tuition & Bus Fee Schedules & Policies

APPROVED by Local School Committee: January 2025.

TUITION

- 1) Tuition for the **2025-2026** school year as follows. St Ann’s Catholic School TUITION is eligible under “charitable donations” of your Federal Tax Return: Be sure to keep your receipt.

Student / Family Category	Tuition Fees	
	Monthly Fee (10 payments)	Annual Lump Sum Fee (Discounted by 5%)*
1 Child, K-7	\$369.00	\$3,690 (\$3,505.50)
2+ Children, K-7	\$646.00	\$6,460 (\$6,137.00)

* Lump Sum discount applies if payment received **in full** prior to September 15th.

- 2) Information:
 - Receipt/s for tuition will be made out to the name of the parent, grandparent, guardian or business paying the fee.
- 3) Please note: financial assistance is available on an as-needed basis. Application forms can be picked up at the school office.

BUS FEES – **Please note every student has a bus fee**

- 4) Bus fees shall be charged to bus users according to the following schedule. Bus fees are NOT tax deductible and payment is due in full by September 15th of the school year.

Daily User	Annual Fee \$
One Child	\$435
Family Rate	\$675

Special Event * (no family discount)	Annual Fee \$
K - 3	\$50
4 - 5	\$100
6 - 7	\$150

* Special event fees vary by grade due to event frequency and distances travelled. Students paying the daily user fees are not required to pay the special event fee.



FAMILY PAYMENT SCHEDULE

St. Ann's Catholic School

Family name: _____ Student names: _____ Grade ___
 Student names: _____ Grade ___
 Student names: _____ Grade ___

Tuition is being paid by: (name for tax receipt purposes): _____

Band-sponsored student (name of First Nations band): _____
 If your child is band-sponsored, you need only to sign and date the bottom of this form.

ANNUAL TUITION RATE 2025 - 2026

1 child family	\$ 3,690
2+ child family	\$ 6460

Office Use Only

Tuition Amount:

Discounts:

Total Payable:

Monthly Amount:

1 - Please include the following items with this form:

\$ 100 per student non-refundable registration & supply fee

2 - Method of Tuition Payment:

Please choose one of the three methods of payment & check (✓) the payment options boxes:

A. Lump Sum Payment..... Must be paid prior to September 15th for a 5% discount
 Please enclose post-dated cheque

B. Pre-Authorized Debit (PAD) 10 Equal Payments
 Must begin in September

Select Day for PAD 5th of month or 22nd of month

A new PAD form must be completed each school year. Please complete the PAD form
 And attach a stamped copy of your bank information or a void cheque.

C. Other (Please specify) _____
 (only with approval of the Principal)

3 - Financial Commitment:

We pledge to pay the tuition, for the child(ren) named, in the manner chosen above. Failure to do so could result in my child/ren being removed from the school.

Parent/Guardian Name (printed): _____ Signature: _____

Date: _____

PRAUTHORIZED DEBIT FORM 2025-2026

Complete all sections to instruct your financial institution to make payments directly from your account. Return the completed form to us, **with a blank cheque marked "void"**.

Payee:

St. Ann's School
150 Sutherland Avenue
Quesnel, BC V2J 2J5

Telephone:

(250) 992-6237

Financial Institution Branch:	
Name of Financial Institution:	Address:

Transaction Information:	
Transaction Type: <u>450</u>	Personal Business
Cross reference: <input type="text"/>	Office Use Only
First due date: <u> </u> mm <u> </u> dd <u> </u> yy	Final due date: <u> </u> mm <u> </u> dd <u> </u> yy
Frequency: <u> </u>	\$ Amount: <u> </u>

Payor:	
Names of Account Holders:	Address:
<input type="text"/>	Office Use Only

I (we) hereby authorize **St. Ann's School** to draw on my (our) account with the afore-mentioned financial institution, for the following purpose, **Tuition and School Fees**.

By signing this authorization, I (we) acknowledge that I (we) understand I (we) are participating in the Pre-authorized Debit Plan established by **St. Ann's School**, and I (we) accept participation in the PAD plan upon the terms and conditions set herein.

I (we) consent to the disclosure of any personal information that may be contained in this authorization to the financial institution that holds the account for **St. Ann's School** with the pre-authorized debit to the extent that such disclosure of personal information is directly related to and necessary for the proper application of Rule H4 of the Canadian Payments Association Rules:

Signature of Account Holder

Date:

Signature of Account Holder

Date:

See over for terms and conditions

Valid Signing Authority - I (we) warrant that all persons whose signatures are required to sign on this account have signed this agreement.

Cancellation of Agreement - I (we) acknowledge that, in order to completely revoke this authorization, I (we) must provide and deliver written notice of revocation to **St. Ann's School**. This authorization may be cancelled at any time by me(us).

Acceptance of Delivery of Authorization - I (we) acknowledge that provision and delivery of this authorization to **St. Ann's School** constitutes delivery by me (us) to the afore-mentioned financial institution. Any delivery of this authorization to you constitutes delivery by me (us).

Validation by Financial Institution - I (we) acknowledge that the afore-mentioned financial institution is not required to verify that the debit has been issued in accordance with the particulars of the authorization including the amount and frequency of payments.

I (we) acknowledge that the afore-mentioned financial institution is not required to verify that any purpose of payment for which the debit was issued has been fulfilled by **St. Ann's School** as a condition to honouring a preauthorized debit on my (our) account.

Contract for Goods/Services – Revocation of this authorization does not terminate any contract for goods or services that exists between me (us) and **St. Ann's School**. My (our) authorization applies only to the method of payment and does not have any bearing on the contract for goods and services exchanged.

Change of Account Information – I (we) undertake to inform **St. Ann's School**, in writing of any change in the account information provided in this authorization prior to the next due date of the debit.

Pre-notification – If this authorization is for personal/household debits, I (we) acknowledge we will receive:

a) with respect to fixed amount pre-authorized debits, written notice from **St. Ann's School** of the amount to be debited and the due date(s) of debiting, at least 10 calendar days before the due date of the first pre-authorized debit, and such notice will be received every time there is a change in the amount or the payment dates(s); or

b) with respect to variable amount pre-authorized debits, written notice from the Payee on the amount to be debited and the due date(s) of debiting, at least 10 calendar days before the due date of every pre-authorized debit; except that if the pre-authorized debit plan provided for the issuance of a pre-authorized debit in response to a direct action by me (us) (such as, but not limited to, a telephone instruction) requesting **St. Ann's School** to issue the pre-authorized debit the 10 day pre-notification is waived.

If this authorization is for business pre-authorized debits, I (we) waive any and all requirements for pre-notification of debiting.

Rights of Dispute – I (we) acknowledge that a pre-authorized debit may be disputed only under the following conditions:

- a) the pre-authorized debit was not drawn in accordance with this authorization
- b) my (our) authorization was revoked
- c) pre-notification was required and was not received

I (we) further acknowledge that in order to be reimbursed, a written declaration to this effect must be given to my(our) financial institution on or before the 90th calendar day, the case of personal/household pre-authorized debit or on or before the 10th business day, in the case of a business pre-authorized debit, after the date on which the pre-authorized debit in dispute was posted to my (our) account. I (we) acknowledge that any claim made after the periods set out above must be resolved solely between me (us) and **St. Ann's School**.



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SAQ SCHOOL BUS FEES

Bus fees shall be charged to bus users according to the following schedule.

Bus fees are NOT tax deductible and payment in full is due by ALL families no later than September 30th of the school year.

The special event fee for the bus is charged to **ALL students** except students who are **daily users**. Special Event fees are charged to help cover the cost of **field trip events**.

Daily User	Annual Fee \$
One Child	\$ 435
Family Rate	\$ 675

Special Event (No family discount)	Annual Fee \$
K-3	\$ 50
4-5	\$ 100
6-7	\$ 150

Please fill out the following information if requiring the **School Bus to and from school.**

Family Name _____ Phone # _____

Names & grades of children _____

Address _____

My child(ren) use the St. Ann's Bus only. Yes No

My child(ren) require the bus: Morning Afternoon Both

My child(ren) use St. Ann's Bus & SD 28 buses. Yes No

****It is the responsibility of parent/guardian to contact SD 28 Bus Garage and arrange bus transportation on their busses and registration with the bus garage is required (250-992-8361).***

If you would like to offer a suggestion regarding stops and schedules, do so below. A committee from school council will review this information (this does not guarantee your suggestion will happen).

Route Suggestion:



St. Ann's Catholic School

Saints of Service (S.o.S.) Parent Participation Program 2025-2026

Family Name: _____ Child(ren) Name(s): _____

Mother's First Name: _____ Email: _____
 Cell: _____

Father's First Name: _____ Email: _____
 Cell: _____

What is required?

- Participation of 20 hours per year for each family from July 1, 2025 to June 30, 2026.
- Attach one cheque per family in the amount of \$300 payable to St. Ann's School, dated either September 1, 2025 or May 15, 2026.
- See some examples of the events below to participate in that we will require volunteers for (Events can include but are not limited to those below).
- Volunteers who work with students require a **Criminal Record Check**, completed every 5 years. Contact the office for information.
- Please watch the St. Ann's Catholic School FAMILIES group AND/OR your email for links to the **Sign-Up Genius Program** which will be used to organize volunteers. This is how you will be notified of upcoming events, the dates, and the times for your volunteer hours.

Please choose your preferred Participation as described below:

<input type="checkbox"/> I choose to participate in the SOS Parent Participation Program by completing 20 volunteer hours by May 30 th , 2026. I enclose a \$300 cheque dated May 15, 2026, which will be cashed only if I do not complete all 20 hours. I understand there will be no refund processed for partial completion of the expected 20 hours of Parent Participation.	OR	<input type="checkbox"/> I choose NOT to actively participate in the SOS Parent Participation Program through volunteer hours. I agree to participate by paying the \$300 fee. I have provided a cheque OR cash dated September 1, 2025 which will be deposited immediately.
Signature: _____		Signature: _____

Examples of Volunteer Events: check those which interest you and we will reach out throughout the year		✓	✓
1.	Local School Committee (LSC)		
2.	Parent Support Group (PSG)		
3.	Community Builders eg. Movie nights, family spaghetti dinner, etc.		
4.	Scholastic Book Fair		
5.	Buddy Reading with Primary students		
6.	Ladies Night or Golf Tournament		
7.	Uniform Ordering		
8.	Halloween Potluck		
9.	Shopping Spree		
10.	Coaching: volleyball, basketball, floor hockey etc.		
11.	Purdy's chocolate orders		
12.	Popcorn Day		
13.	Christmas Concert Social		
14.	Fun Fair		
15.	Hot Lunches – prep, serve, clean-up		
16.	Sports Day		
17.	Mardi Gras Family Night		
18.	Sports Day		
19.	Cleaning Bees – Inside of school		
20.	Handy Man Projects, Repairs, Maintenance		
21.	Lost & Found organizing		
22.	Used Uniforms – organizing/sorting/washing		
23.	Bulletin Board helper		
24.	Library helper		



St. Ann's Catholic School

150 Sutherland Avenue, Quesnel, BC V2J 2J5

SAQ Discipline Policy

The goal of the SAQ Discipline Policy is to provide a safe and cooperative environment under which the students can grow to Christian maturity and complete self-discipline. Whenever possible, restorative justice practices will be used to help students repair any harm that they may have caused, whether intentionally or inadvertently. Restorative justice practices are non-adversarial and provide those involved with the opportunity to learn about the consequences of their actions and to make appropriate amends. All staff are familiar with restorative justice practices including the use of restorative language, classroom groups, mediation, and forums. Use of any of these practices requires that students accept responsibility for their actions and are willing to work together to come up with appropriate consequences. All minor infractions will be initially dealt with using restorative practices. Individual classrooms will have their own rules and procedures that are based on and connected to our discipline policy, but are tailored to specific class needs.

Minor Infractions include:

- not following school rules
- misuse of playground equipment
- rough or unsafe behavior
- vulgar language
- fooling around in the building
- derogatory comments and gestures/put downs towards others
 - taunting and teasing
 - disruptive behavior
 - disrespect/ rudeness towards or arguing with staff.

Consequences for minor infractions will be jointly determined by all those involved and will focus on making restitution for the infraction (i.e. natural consequences that help to fix what was broken and/or make things better). These mutually agreed upon consequences may include:

- scheduled times for the student(s) to help in/around the school (during what would otherwise be free time)
- time-limited loss of privilege
- time out in a supervised area
- detention at school (parents will be notified of any after school detention prior to it being served)
- other appropriate consequences

In situations where students choose not to take part in restorative practices, the teacher and/or supervisor and/or principal will decide on consequences (i.e. the ways that restitution might be made).

The first Minor Infractions Report (mIR) may be completed, and a copy sent, at the discretion of the supervisor, to the parents, teacher, and office. Second and third mIR's will be sent home.

***Three minor infractions within two weeks will add up to a major offense.**

Major Offenses include:

- use of drugs or alcohol or weapons
- theft or dishonesty
- gross insubordination or willful disobedience or defiance
- verbal abuse including gestures
- intentional physical violence
- irresponsible actions causing bodily harm (e.g. spitting & biting)
- truancy and leaving the school grounds without permission
- vandalism

- three minor infractions within a 2-week period

A Major Offense Discipline Report (MOR) is completed for each major offense. Major offenses are recorded from September to June and accumulate during the school year.

Consequences for major offenses are as follows:

1. First incident:

After the first offense, the student is reported immediately to the Principal who meets with the student and contacts the parents. The student is sent home for the remainder of the day. Prior to the student's return to school, there will be a meeting with the student, parent(s) and Principal to create an action plan, which may include a restorative justice forum. This forum will determine appropriate consequences for making restitution and suggestions for what will happen if a second offense occurs. If the student is not willing to participate in a forum, consequences will be at the discretion of the school staff and may include up to five days of at-school detentions. All students who are disciplined for a first offense will receive the warning that a second major offense may result in a suspension.

2. Second incident:

The second time the student is reported for a major offense, the parents will be called to take the student home and the student may be suspended for three days. While suspended, the student may not participate in any school events. Prior to returning to school there will be a meeting with the student, parent and Principal to create an action plan, which may again include a restorative justice forum. This forum will determine appropriate consequences for making restitution and will include a consideration of those recommendations that arose from the first forum. If the student is not willing to participate in a forum, consequences will be at the discretion of the school staff and may include up to five days' loss of free time and/or five days of at-school detentions. All students who are disciplined for a second offense will receive the warning that a third major offense may result in an expulsion.

3. Third incident:

A third offense may result in expulsion where parents will be called to take the student home and a meeting will take place with the student, parent and Principal. Expulsion means that the student will be removed from the school permanently; they may be appealed to the School Council.

In extraordinarily serious situations, the Principal may summarily suspend a student and parents will be notified to pick up the child at the school. Prior to returning to school there will be a meeting with the student, parent and Principal to create an action plan. Appropriate consequences will follow.

Bus Expectations

Please note that after dismissal, all bus students must go promptly to the bus. Students must stay seated, facing forward; keep hands, feet, objects to themselves; talk quietly & courteously; keep the aisle clear; NO EATING/DRINKING; no skateboards/hockey sticks/skis/poles/toboggans/large musical instruments or items deemed unsafe by the driver; skates must have approved guards; all items allowed on the bus must fit on the rider's lap/under the seat; all personal items stay in the backpack.

Failure to follow these rules can result in the student being suspended from traveling on the bus.

I have read and acknowledge the above Discipline Policy of St. Ann's Catholic School.

STUDENT NAME: _____ Date: _____

Parent/Guardian Name (printed): _____ Signature: _____

Parent/Guardian Name (printed): _____ Signature: _____



GENERAL CONSENT FORM 2025-2026

St. Ann's Catholic School
FOR CLASS TRIPS TO ST. ANN'S CHURCH, ANNUAL TERRY FOX RUN,
DAILY PHYSICAL ACTIVITIES, OUTDOOR LEARNING within 5KM of SCHOOL

To the Parent(s)/Guardian(s) of: _____ Grade for 2025-2026: _____

Please read the contents of this Consent and Acknowledgement of Risk form. Please return this signed consent form to the school.

PROGRAM/ACTIVITY INFORMATION

OFF SITE ACTIVITIES:

Religion Program – Going to Mass & other events at the church. Service projects at Maeford, Dunrovin, etc.

Terry Fox – Annual school Terry Fox Run where students will walk/run outside the school property on the River Walk.

Outdoor Learning Activities – Classes may go on walks in the neighbourhood as part of Outdoor Learning, PE, Science & Social Studies; models/inspirations for art classes, community designs, habitats & nature.

PURPOSE OR EDUCATIONAL GOAL(S): **To enrich the Religion program and/or Outdoor Learning for curricular content areas.**

METHOD OF TRANSPORTATION: **Walking & running.**

SUPERVISORY ARRANGEMENTS: All off-site activities are supervised by classroom teachers.

TOTAL NO. OF SUPERVISORS: Minimum of 2 per class (including any of the following: principal, classroom teacher, and/or educational assistants).

BOARD RESPONSIBILITIES

The board will make every reasonable effort to ensure or ascertain that:

- The staff, volunteers and/or service providers involved are suitably trained and qualified.
- The students are adequately supervised over all aspects of the program/activity.
- The location(s) used are appropriate and safe for the activity(is) and group.
- Equipment used has been inspected and deemed appropriate and safe.
- A Safety Plan is in place to identify and manage known potential risks.
- An Emergency Plan is in place to deal with an injury or illness to any of the students.

POTENTIAL KNOWN RISKS

Potential known risks include (but are not limited to) the following: Injuries related to slips, trips, and falls (example: blisters, sprains/strains, scrapes, cuts); becoming separated/lost from group, allergic reactions to natural toxins in the environment; bug bites, suffering effects related to the weather (cold, hot, wet).

CONSENT AND ACKNOWLEDGEMENT OF RISK

Destination/Activity/Program: Sacred Heart Catholic Church for Mass and other visits as determined by the classroom teacher. Daily Physical Activities that take the class off site; Annual Terry Fox Run; enrichment of Science, Socials & Art classes.

Dates: 2025-2026 school year

- I acknowledge my right to obtain as much information as I require about this program or activity and associated risks and hazards, including information beyond that provided to me by the school or board.
- I freely and voluntarily assume the risks/hazards inherent in the program/activity and understand and acknowledge that my child may suffer personal and potentially serious injury arising from his/her participation.
- My child has been informed that he/she is to abide by the rules and regulations, including directions and instructions from the school's and/or service provider's administrators, instructors, and supervisors over all phases of the program/activity.
- In the event my child fails to abide by these rules and regulations, disciplinary action may require his/her exclusion from further participation, or that I be contacted to have him/her picked up, unless I have specified other transport arrangements.
- I acknowledge that it is my responsibility to advise the Lead Teacher of any medical and/or health concerns of my child that may affect his/her participation in the stated program or activity.
- I acknowledge that the trip supervisors may secure transport to emergency medical services as they deem necessary for my child's immediate health and safety, and that I shall be financially responsible for such services.
- Based on my understanding, acknowledgement, and consents as described herein,

(Name of Student) _____ (Date of Birth) _____ has my permission to participate.

Today's Date: _____ Parent/Guardian Name (*print*): _____ Signature: _____



GENERAL CONSENT FORM 2025-2026

St. Ann's Catholic School

**FOR CLASS TRIPS TO ST. ANN'S CHURCH, ANNUAL TERRY FOX RUN,
DAILY PHYSICAL ACTIVITIES, OUTDOOR LEARNING within 5KM of SCHOOL**



St. Ann's Catholic School

150 Sutherland Avenue, Quesnel, BC V2J 2J5

Media Consent Form School Year 2025 – 2026

Notice to Parents and Students re: Outside Media in Schools and Personal Information Consent

Please complete, sign, and return this form to St. Ann's School (SAQ) with the rest of your child(ren)'s registration/re-registration package(s) for the new school year.

This document is to make you aware of the ways in which media may be used at SAQ. Please read through each of the following examples and sign the bottom of this form to confirm that you have read it and to indicate your wishes regarding your child's inclusion in media releases.

Media (including radio, television, newspapers, and other print and online media) are sometimes permitted or invited to come to school activities and allowed to take photos, video, or conduct interviews with students for the purpose of promoting the public understanding of school programs. School staff cannot control news media access, photos, or videos taken by the media or others in public locations (such as on field trips or off school grounds) or for school events open to the public such as sporting events, student performances, etc.

Schools are authorized to collect, use, and share student personal information that is directly related to and necessary for their educational functions. St. Ann's Catholic School is seeking your consent to collect, keep, use and share photographs, videos, images, and/or names of students in a variety of publications (school newsletters etc.) and on the school or CISKD (Catholic Independent School's of the Kamloops Diocese) website for education-related purposes (such as recognizing and encouraging student achievement, building the school community, and informing others about the school, parish, and diocesan programs and activities).

See the overleaf of this page to make your wishes known regarding the inclusion of your child(ren)'s image(s) in media releases from St. Ann's Catholic School and/or CISKD (the diocesan body of Catholic schools to which St. Ann's School belongs).

Please read and complete all parts – see back of this page.

TURN OVER TO PAGE 2

For each of the circumstances described below, please check A or B (not both).

A. _____ I DO CONSENT to the use and disclosure of my child's name and/or image by outside media (newspaper, radio, television etc.) for this school year (for example, a newspaper reporter taking pictures at an assembly).

B. _____ I DO NOT CONSENT to my child's image or name being published by outside media (newspaper, radio, television etc.). I REQUEST that the school district and its staff take all reasonable steps to avoid having my child's image or name collected or published by outside media when they are present in school or at school activities at the invitation of the school or school district. I MAY choose to override this Notice by giving my consent in a specific circumstance. Unless withdrawn, this consent is effective immediately and lasts until September 30 of the next school year.

A. _____ I DO CONSENT for the school or to collect, use, and share my child's name and/or image for purposes of School and CISKD Communications such as school newsletters, websites, videos etc. (for example, your child's picture on the St. Ann's School website). I understand that images and information posted on the internet may be stored and accessed outside of Canada. This consent may be withdrawn at any time in writing, but withdrawal of consent does not require the school or CISKD to take any steps to withdraw from publication any previously published material. Unless withdrawn, this consent is effective immediately and lasts until September 30 of the next school year.

B. _____ I DO NOT CONSENT to the use and disclosure of my child's name and/or image for the above purposes for this school year.

Student's Name: _____
(please print)

Parent's Name: _____
(please print)

Parents, please check mark the following:

- I acknowledge receiving this notice.
- I have completed the above two sections.

Parent/Legal Guardian* Signature: _____

*For parents/guardians who have court orders describing their parental rights, this form should be signed by a parent/guardian who has the right to exercise the student's privacy protection rights.

Please contact the principal or the school office if you have any questions about this form.



St. Ann's Catholic School

150 Sutherland Avenue, Quesnel, BC V2J 2J5

Computer Use & Privacy Consent Form School Year 2025 – 2026

Notice to Parents and Students re: Computer User Responsibilities & Privacy Consent

All students must have a signed parent consent form (as per this document) to access online learning resources. Please complete, sign, and return this form to St. Ann's with the rest of your child(ren)'s registration/re-registration package(s) for the new school year. If you do not consent to one, or both, of the sets of responsibilities outlined in this document, please discuss your objections with the school Principal.

Computer User Responsibilities

As a St. Ann's student, all student users will keep confidential their passwords to online learning resources. Students will not disclose their password to anyone other than their teacher. When accessing online teacher-approved learning resources, all student users will maintain the same standards of good taste as it exists in their classrooms. Users will refrain from the use of profanity, making comments that would offend others, bullying, or other harassing behavior.

Student users agree not to sell, publish or commercially exploit information obtained from online information services unless written permission is obtained from their school Principal or designate. Student users agree not to upload/download copyrighted software, divulge security codes, damage data, or engage in any other illegal activities. Users will not use their access privileges for sales promotion, or broadcasting information, without the approval of their school Principal or designate. Users will not attempt unauthorized access to online information services.

After reading these responsibilities and reviewing them with your child(ren), please share your wishes regarding your child(ren)'s use of computer resources.

Please check A or B (not both).

A. I DO CONSENT to the review of the Computer User Responsibilities with my child for this school year.

B. I DO NOT CONSENT to my child using computer resources for this school year. I REQUEST that St. Ann's School and its staff take all reasonable steps to avoid having my child access computer resources while at school. Unless withdrawn, this consent is effective immediately and lasts until September 30 of the next school year.

TURN OVER TO PAGE 2

Computer / Privacy Consent

St. Ann's School uses online learning applications (e.g. web-based email, online video, online educational sites where students are registered, and document collaboration tools). The online learning applications may involve personal information which will be collected by St. Ann's School for educational purposes and shared to the online service. This notice is provided to you because of British Columbia's Personal Information Protection Act.

All attempts will be made to ensure that student data is stored in Canada. Some educational applications are available only with storage of student data on secure servers located outside of Canada (eg. Class Dojo, Google Classroom, etc.). While stored outside of the country, the information may be subject to the laws of the foreign jurisdiction, including, in the United States, the USA Patriot Act. Privacy legislation requires that we inform you of this fact and obtain your consent to this arrangement.

After reading this privacy notification, please share your wishes regarding your child(ren)'s use of online resources and complete and sign the bottom of this page.

Please check A or B (not both).

A. ____ I DO CONSENT for the school to share my child's personal information with online learning services (the Internet).

B. ____ I DO NOT CONSENT to the use and disclosure of my child's name and/or personal information to online learning services for this school year. Unless withdrawn, this consent is effective immediately and lasts until September 30 of the next school year.

Student's Name: _____
(please print)

Parent's Name: _____
(please print)

Parents, please check mark the following:

- I acknowledge receiving this notice.
- I have completed the above two sections.

Parent/Guardian* Signature: _____

*For parents/guardians who have court orders describing their parental rights, this form should be signed by a parent/guardian who has the right to exercise the student's privacy protection rights.



St. Ann's Catholic School

150 Sutherland Avenue, Quesnel, BC V2J 2J5
P. (250) 992-6237 E. office@stannseagles.com

ST. ANN'S CATHOLIC SCHOOL – UNIFORM DRESS CODE

School uniforms are required to provide an atmosphere of mutual respect for all persons. At St. Ann's, we foster a culture where children develop respect for each other based on their accomplishments, spirituality, personality and intellectuality and not based on what they wear. Parental support of uniform requirements is necessary.

DAILY UNIFORM DRESS CODE:

Approved items are as follows:

Shirts: White/navy polo shirts or collared dress shirts. Collared shirts are expected daily.

Navy or white t-shirts permitted only if St. Ann's School logo in on the shirt.

Pants: Navy blue or khaki tan pants only.

Shorts: Navy blue or khaki tan dress shorts, **minimum fingertip length** – with plain white/navy socks.

Skirts: Navy blue or khaki tan **minimum fingertip length**, with white/navy socks or tights.

Tunics/Dresses: Solid navy or khaki tan only (no sailor outfits).

Sweatshirts: Plain navy or white or St. Ann's and "Eagles – St. Ann's School" sweatshirts.

Plain navy or white or "Eagles – St. Ann's School" hoodie.

Sweaters: Plain or school crested Cardigan in navy or white.

Pullover or vests in navy.

- **All students to wear a collared shirt** (t-shirt tops are only acceptable if they have St. Ann's logo).
- **No patterns or logos**, no plaid/polka dots/stripes etc.
- Non-marking inside shoes are required. Students will have separate outdoor footwear.
- Socks/tights **are** always required with indoor shoes.
- No tank tops.
- No fingernail polish (including professionally crafted nails), no hair dye, no makeup.
- No midriff should be visible at any time.
- Outdoor shoes and all headwear are to be taken off on the carpeted areas at the entrances of the school.
- Field trips are to be in uniform, unless otherwise specified.

* If the complete uniform cannot be worn, a written note of explanation must be sent to the school by the parent.

GYM STRIP

- Navy blue track shorts or sweatpants with plain **grey** t-shirts.
- **Non-marking inside sneakers with socks** are required (as required above).

I PROMISE TO UPHOLD THE UNIFORM DRESS CODE.

Parent/Guardian Signature

Student Signature

