

Dear Fish Creek Families,

Welcome to our new families and welcome back to our returning families! We are excited to start the 2026-27 school year and have been working hard to prepare the start of classes. This message contains important information for the school year. Please keep it for reference.

Website

The [Fish Creek School website](#) is an excellent source of information. The calendar has information about upcoming events. There are links to CBE resources for registration, bussing, fee payment, and accessing student information such as report cards.

Teacher Contact & Parent Viewpoint

At this time of year, many families are eager to learn about class placements for the upcoming school year. We would like to share some insight into how these decisions are made.

Creating class lists is a thoughtful and collaborative process that involves significant time and care from our staff. A balanced approach is used to support both learning and social needs. Teachers consider a wide range of factors, including academic strengths and areas for growth, social dynamics, learning styles, and the overall composition of each class, such as gender balance and peer groupings. Our goal is to create classrooms where all students feel supported, included, and positioned for success.

Because of the complexity of this process and the many variables involved, each class list is the result of a long and carefully considered process. For this reason, we are not able to accommodate requests for class changes. Adjusting one placement has a ripple effect on many other students and would compromise the balance we have worked hard to achieve.

We appreciate your understanding and trust in our professional judgment. Our staff are committed to supporting every student and helping them have a positive and successful school year.

You will receive an email from your child's teacher on August 27 at 5pm. It includes a Family Viewpoint document. This form provides the teacher valuable information regarding your child and how to best set them up for success. We ask that you fill this out as soon as possible and at the latest by September 4, so that your child's teacher can incorporate the information into their plans.

Open House

Fish Creek School will be hosting an Open House on Friday, August 28, 2026 from 11am to

1pm. This is a wonderful opportunity to visit the school, meet your child's teacher, see the classroom and ask any questions you may have. It is drop-in, so it is open to all families and registration is not required. In addition, we are grateful to the FCS Parent Council who organized and hosted our Welcome Back BBQ as well as MRI Autocare who is sponsoring it.

First Day of School

The first day of school is Monday, August 31, 2026. Staff will be outside of the school at 8:26 am. The email from your child's teacher on August 27 at 5pm will indicate at which door to meet, along with a school map. We look forward to having everyone back at school!

School Supplies

No school supplies need to be purchased. All supplies will be provided by the school through the Supplies Fee. This fee will be posted in October.

Daily Personal Items

All students should have the following:

- Their own **labelled** water bottle & lunch kit with a healthy lunch & snacks to get them through the day.
- Comfortable indoor shoes (runners preferred) **labelled** with their name. These shoes will stay at the school.
 - [Mabel's Labels](#) is a great way to support Fish Creek Parent Council and do this at the same time.

School Hours (Grades 1-6)

Please make note of our school hours. It is important that students arrive on time ready to learn not only for themselves, but also for the teacher and other students. As school officially starts at 8:41am, we ask that students be in line ready to enter the school by 8:39 am. Teachers will collect their students.



	Monday – Thursday	Friday
Start Time	8:41am	8:41am
End Time	3:13pm	12:40pm

Kindergarten Hours & Staggered Entry

Please the email from Kindergarten teachers regarding staggered entry. All Kindergarten students will attend regular classes starting September 2, 2026.

Absences

Every child is expected to be in school on all school days designated by the Calgary Board of Education, unless illness or personal reasons make attendance not possible. CBE administrative regulations require that students and parents shall account for absences or tardiness. Fish Creek School does not grant approval to be absent; we simply record parental intent to have the student discontinue attendance during family vacations. The absence will be entered as a “Family Vacation – Unexcused” in the student record.

Before school begins for the day, please call the school (403-777-6400, **ext. 1**) or email fishcreek@cbe.ab.ca to let us know if your child will be absent or late. This will help us to ensure that all students are safe and accounted for. After reaching the school, **press 1** and leave your message on the attendance line. Please let us know:

- your child’s first and last name (spelling the last name);
- teacher name;
- room number;
- reason for absence; and
- duration of the absence.

Alberta Education defines chronic absenteeism as 10% or eighteen (18) days missed in a school year.

Lates

Punctual attendance is expected. Late students have a significant impact on the student’s learning as they miss instruction and educational activities. Late children interrupt the learning already underway in the classroom and teachers may have to repeat instructions. Our office staff is also impacted as they must change absences to lates in our attendance system and issue late slips.

Similarly, it is advised that students not be withdrawn early from classes as, again, learning time will be missed, and some learning opportunities will have to be re-taught. Students who are habitually late and/or absent will have their number of late minutes and absent days documented and a letter will be sent home and placed in a student’s file, as per CBE AR6020

[CBE Administrative Regulation 6020.](#)

Illness

For the health and safety of everyone, please do not send your child to school if they are showing signs of illness. If a student becomes ill at school, parents will be contacted to pick up their child.

Hug & Go Zone

The Hug & Go zone was implemented as a **QUICK** drop off option for families. The goal is to have a vehicle enter and exit the Hug & Go zone in 10-15 seconds to ensure a smooth and continuous flow for drop off.

- Adult driver stays in the driver's seat.
- Child(ren) exit the vehicle **curbside** and close the car doors.
- Parents drive away.
- Child(ren) proceed to the school.
- The vehicle must not be left unattended. This is considered being parked.

Students should be able to unbuckle themselves, open and close the car door and carry their backpack independently. Backpacks should be easily accessible to the child, not in the trunk. If this does not describe your child, please use another option until they are able to do so.

After school, there is **no** waiting for your child in the Hug & Zone in your vehicle. This is considered parking and the Calgary Parking authority may issue you a ticket through in-person or photo enforcement.

School Parking Lot

Do not use the school parking lot at any time. This is very dangerous, especially at drop-off and pick-up. We do not want students walking through the parking lot. It is often very difficult to see a child when backing up and there have been near misses in the past. Not all of our staff start and end work at the same time, so there are people coming into the parking lot at different times.

Parking Around Schools: Photo Enforcement

Calgary Parking Authority is helping to make school areas safer for our students and school communities. Here's what you should know:

- The Calgary Parking Authority is now using photo enforcement in addition to Enforcement Officers in school areas. Tickets may be received in the mail or placed on vehicles that are in violation of parking regulations.
- You must follow posted signage, even if you remain in your vehicle.
- To avoid parking fines:
 - Do not park and/or leave your vehicle in the Hug & Go zone.
 - Stay back at least 1.5 m from entrances to garages or driveways.
 - Watch for No Stopping and No Parking zones.
 - Keep school bus zones clear (no stopping and/or parking).
 - Leave 5 m between your car and cross walks.

Parking responsibly around schools is very important for the safety of the students attending these schools and members of the community.

Respect Our Neighbours

Do not park on private property, block driveways or park side-by-side. We have received multiple phone calls from concerned and frustrated neighbours regarding the driving and parking habits of some of our families. There are community members who are concerned about the number of people parking across their driveway, or using their driveway as a way to make a turn. Please be respectful of our neighbours.

Riding Bikes and Scooters to School

Students may ride their bicycles or scooters to school but **must walk them once they are on school grounds**. Students must also be aware of the rules of bicycle safety, including the mandatory use of helmets. Locks are required for each bike and students must use the bike racks (east side/back door by the flagpole) to secure their property. Consideration for other pedestrians is expected when students are on school property. Therefore, students must walk on the sidewalks and may not use/ride equipment such as, shoes with wheels in the heels (Heelies), rollerblades, skateboards, scooters and bicycles on school property. The school is not responsible for the security of such equipment on school property. In the spirit of encouraging active living and reducing car rides to school, we are happy to accommodate these ways of getting to school.

No Dogs on School Property

We would like to remind our community that according to the City of Calgary [Bylaw 23M2006 - Responsible Pet Ownership](#), dogs are not allowed on CBE property. This regulation is in place for two reasons.

1. Children play on the property and dogs, through no fault of their own can create unsanitary conditions.
2. Perhaps most importantly, some children are fearful of dogs and should not have to face that fear every day.

The restricted area for dogs includes the entire playing field, the grassed areas on school property, the compound area and all sidewalks that lead to school entrances.

We appreciate your consideration.

Service dogs, as defined in the Service Dogs Act (2007) are exempt.

Volunteers

We welcome volunteers at Fish Creek School. In order to volunteer, you need a current police clearance specific to CBE. Please contact the school to get the process for clearance or renewal started.

When volunteering, please follow these protocols:

- Parents/guardians/visitors must enter through the main entrance and sign in at the office each time they visit the school.
- All parents/guardians who will be volunteering in the school must sign in when they arrive and sign out when they leave and must wear a volunteer/visitor badge to identify themselves.

School Fees

All fees are posted to and can be paid online through [MyCBE account](#).

System Fees: Transportation & noon supervision fees are set by the CBE. More information can be found on the [fees and waivers](#) page. Fees will be posted in October.

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Fee	Kindergarten	Grades 1-6
Student Supply Fee	\$20	\$40
Transportation (mandated riders)	\$250	\$500
Noon Supervision	n/a	\$350
Field trips/In-school workshops/guest presenters	Per trip/experience	Per trip/experience

School Fees: All your child's basic school supplies are purchased and provided by the school. Families do not need to provide anything.

A reminder that any unpaid school fees for field trips come directly out of the school's budget, impacting the programming that the school is able to offer. We ask that fees be paid promptly when fees are posted. Please pay fees from previous years as soon as possible.

Lunch

Students are supervised at lunch when they are eating and then when playing outside. Please ensure that your child is registered for lunch supervision. If your child will only be staying certain days, please contact the office to discuss the best option. If a child is not registered for noon supervision, it is expected that they are not on the school property during the entirety of lunch time

Please provide your child with a healthy lunch and snack to provide them the necessary energy for learning throughout the day. We are a nut and allergy aware school. No nuts or products containing nuts should be brought to school. Additionally, due to dietary/medical restrictions, students are not permitted to share or trade food at any time. For the same reason, we ask that no food be sent to school for birthdays or other celebrations. There may be occasion for a class celebration in relation to learning, during which time the teacher may ask for healthy and specific food donations.

The Calgary Board of Education uses the boomerang lunch approach. A boomerang lunch is a program where students are asked to bring all the waste home from their lunches. This includes all packaging and food waste. The purpose of a boomerang lunch is not to transfer waste disposal from the school to home, but to provide parents with firsthand knowledge of the eating habits and preferences of their children. School staff see a huge amount of uneaten food go into the garbage day after day. This is not only wasteful but also expensive. A waste-free lunch, which contains, no disposable or throwaway packaging, is encouraged.

Communications

You will regularly receive email communications from the school through School Messenger. A weekly update is sent on the last instructional day of every school week. These are sent to the legal guardians of students. It is also posted on our website at fishcreek.cbe.ab.ca for anyone who would like to have access to the information and is not a legal guardian.

[CASL](#): Families need to subscribe if you want to continue receiving commercial electronic messages from your child's school and the CBE, on school topics such as picture days, student fees, field trip costs, yearbooks, fun lunches etc.

If you are not receiving School Messenger emails, please contact the office so that they can determine why you are not receiving them.

Directly email teachers for specific, individual questions. Emails will receive an initial response within 3 business days.

MyCBE

A MyCBE /PowerSchool Parent Account will allow you to access a number of supported technologies and tools at the Calgary Board of Education, including:

- Access to your children's academic information (schedule, grades & attendance)
- Register for transportation and noon supervision
- Pay fees online and request waivers
- Book school conferences
- You will need your child's CBE ID and access code

Please contact the office if you need support in setting up or accessing your MyCBE account.

Student Conduct

The Calgary Board of Education is committed to providing students and staff with safe and caring school environments. Students and staff are expected to model and reinforce socially responsible and respectful behaviours so that teaching and learning can take place in a safe and caring environment. Fish Creek School adheres to a progressive student discipline policy as outlined in CBE [Administrative regulation 6006](#).

Our goal is for every child to be self-disciplined:

The self-disciplined child:

- knows what is acceptable behaviour;
- accepts the consequences for his/her behaviour and attitude; and
- can examine his/her behaviour and come up with acceptable alternatives.

For self-discipline to be nurtured, a climate of warmth, support, mutual trust and respect is necessary.

If unacceptable behaviour occurs:

- A child showing unacceptable behaviour will be dealt with initially by the classroom teacher. Consequences for such behaviour may include the loss of privileges within the classroom or school, a brief "cooling-off" time outside the classroom, or a phone call home.
- Continued unacceptable behaviour may be dealt with by a member of the administrative team. More serious consequences may be used, including in-school and out-of-school suspensions. Parents may also be required to meet with a member of the administrative team to achieve a resolution to the problem.
- Communication: Depending on the nature of the incident communication will be through a note in the agenda, an e-mail, a phone call home or an in-person meeting with school staff.

Homework Policy

Extensions of school learning are meant to be non-stressful and promote positive parent-child relationships. Five to 10 minutes of reading per night is recommended. Parents are encouraged to talk to their children about their child's daily activities and/or assignments brought home. The nature and amounts of home study recommended by the Calgary Board of Education ([Administrative Regulation 3066](#)) are as follows:

Division I (Grade K-3): The motivation which comes from parent interest in children's schoolwork can be valuable to a child. Parents and teachers should encourage children to read from books suggested by the school. Excessive pressure can bring about negative results. No formal assignments shall be made, but from 5-10 minutes of systematic study is recommended.

Division II (Grade 4-6): Formal assignments may be given at the discretion of the teachers particularly for pupils who need special attention or help, but in general, assignments should be of the reading or study type. Parents should be made aware of the teacher's general requirements with respect to home study, and the Board's expectations that no school requirements should exceed 20 minutes in length.

Digital Citizenship

Digital citizenship is about having the knowledge skills and attitudes needed to demonstrate responsible and respectful behavior when participating in digital environments. Classroom teachers discuss expectations for the responsible use of electronic devices with their students at the beginning of each school year. These expectations are reviewed over the course of the year when necessary.

No photos, videos or audio recordings are to be made at school without the express consent of the classroom teacher.

Away for the Day - Personal Mobile Devices

For students in kindergarten to Grade 9, CBE will use 'away for the day' guidelines. Personal mobile devices brought to school including cell phones, tablets, gaming devices, laptops, smart watches, Bluetooth speakers/headphones or any personal electronic device that can be used to communicate with or access the internet must be powered off or set in silent mode and stored out of sight in student lockers, backpacks or other designated area for the duration of the school day.

If a student is found to be using a personal mobile device in class without permission from the teacher, the CBE will work with the student to ensure the rules are understood. We rely on good communication and other existing processes to ensure students know what is expected. When necessary, schools will use a [progressive student discipline](#) approach in working with students.

These rules will apply to all students, with exceptions for students using devices for health and medical needs, to support specialized learning needs and for educational purposes.

For students who require access to a personal mobile device for health and medical needs, it is advised that parents complete and submit a [Student Health Plan](#) as soon as possible or contact the office at 403.777.6400

For students who require access to a personal mobile device to support an identified educational need, families should contact the school to discuss this being included as an accommodation or support in the student's individual program plan (IPP).

For English as an Additional Language Learners who require access to a personal mobile device, a new PMD Exception form will be approved by School Administration in conversation with parents/guardians.

Also, aligned with the Ministerial Order, the CBE will restrict student access to all known social media platforms on the CBE network.

We thank you for your support in setting your child up for success in their learning.

Toys/Games/Personal Listening Devices

Items such as games, toys, cards, music players etc. should and do not come to school as they may go missing or get broken. Personal items used inappropriately in the classroom may be confiscated and later released to the parent.

Fish Creek School Council/Parent Society

The Fish Creek School Council and Parent Society hold their meeting on the third Tuesday of each month. Meetings begin at 7:00 pm. Reminders will be part of the Weekly Update message and can also be found on the school website.

Thank you for trusting us with your child's learning needs this year and working with us to make it a great school year. We look forward to seeing everyone in person!

Everyone @ FCS

Key Dates & Schedules

- **Teacher Email:** Aug 27 at 5:00 PM (includes classroom entry door, map, and Parent Viewpoint form).
- **Open House:** Aug 28, 11:00 AM–1:00 PM (drop-in).
- **First Day of School:** Aug 31 at 8:15 AM (doors/classes start at 8:41 AM).
- **Regular Hours (Grades 1–6):** Mon–Thu, 8:41 AM–3:13 PM | Fri, 8:41 AM–12:40 PM.
- **Kindergarten Staggered Entry:**
 - Aug 31: Last names A–L attend (AM or PM group).
 - Sep 1: Last names M–Z attend (AM or PM group).
 - Sep 2: Regular full-class instruction begins.

School Setup & Supplies

- **Supplies:** Provided by the school via a supply fee (\$20 Kindergarten, \$40 Grades 1–6) posted in October.
- **Class Lists:** Decisions are final; requests for changes are not accepted.
- **Items Needed:** Labelled water bottle, lunch kit, and indoor running shoes (to stay at school).

Arrival, Drop-Off & Safety

- **Hug & Go Zone:** Quick 10–15 second drop-off only. Drivers must remain in the vehicle, and students must exit independently from the curbside. No waiting or parking.
- **Parking Rules:** School parking lot is strictly off-limits. Respect community driveways and avoid stopping in bus zones or near crosswalks (photo enforcement is active).
- **Bikes & Scooters:** Must be walked on school property and locked at bike racks. Helmets are mandatory. No skateboards, rollerblades, or shoes with wheels.
- **No Dogs:** Animals are prohibited anywhere on school property (except registered service dogs).

Attendance & Health

- **Absences:** Report before school via phone (403-777-6400 ext. 1) or email (fishcreek@cbe.ab.ca). Vacation absences are logged as unexcused.
- **Lates:** Excessive tardiness or early withdrawals will be formally documented.
- **Illness:** Keep sick children at home; symptomatic students will be sent home.

Food & Lunch Policies

- **Restrictions:** Nut-aware school; no sharing food or sending birthday treats.
- **Boomerang Lunch:** All food waste and packaging must be packed back home.
- **Supervision:** Noon supervision requires registration and online fees (\$350 for Grades 1–6).

Technology & Expectations

- **Personal Devices:** "Away for the Day" policy—devices, toys, and games must remain in backpacks. No unauthorized photos, video, or audio recording.
- **Homework:** 5–10 mins/night of reading for K–3; maximum 20 mins/night for Grades 4–6.
- **Volunteers:** Must obtain CBE police clearance and sign in/out at the office.
- **Accounts:** Fees, waivers, and parent-teacher conference bookings are handled via MyCBE / PowerSchool accounts.