

# Christina Gordon Public School

## Quick Reference Info for Parents

### School Contact info

**Address:**

106 Parsons Creek Drive  
Fort McMurray  
T9K 0B4

**Phone:** 587 276 2017

**Facebook:** Christina Gordon Public School

**Twitter** @ChristinaGFMPSD

**Webpage:** christinagordon.fmpsdschools.ca

**Principal:** Rick Thorne

**Vice principal:** Chris Organ

**Head secretary:** Sherri Manuel

**Attendance Sect:** Lana Reid

**Learning Assistance:** Jennifer Africa

**Counselor:** Michelle Bechtel

[Full staff list on Website](#)

### School hours

**Grades 1-6**

8:40-School start  
3:15-Dismissal

**ECDP/Kdg AM**

8:45-School start  
11:35-Dismissal

**ECDP/Kdg PM**

12:25-Start  
3:15-Dismissal

### Supervision of children

Supervision for our students begins at 8:30 each morning. From 8:30 - 8:40 students are supervised on the playground, except on days that the weather prevents it. At the end of the day, students are expected to leave the school property when dismissed at 3:15, unless involved in extra-curricular clubs or teams on that day. Staff will not be supervising the playground at the end of the day, but will be on supervision ensuring that students leave school safely.

## Because your child's safety and well being is our number one priority:

### Reporting Absentees

It is important that we know if your child is absent. To avoid us having to call home to check on them, please call the school at 587 276 2017 before school starts to let us know. If you call outside our office hours / over night, please leave a message clearly stating your child's name, grade and reason for their absence.

### Signing in

It is extremely important that anyone visiting the school please sign in at the main office. Parents dropping off or picking up ECDP and Kindergarten students in the atrium may enter that area without signing in, but are asked not to venture into other areas, **including classroom areas** without signing in.

### Extended absences

From time to time it is necessary for students to miss school for extended absences. In the case of grades 1-6 students, we would ask that if the absence is more than 10 school days, please set up a meeting with the principal to discuss how best to support your child during their absence.

### Hot Lunch Program

Hot lunches are offered every Tuesday and Thursday starting in October.  
Orders must be placed in the previous month at <http://christinagordon.hotlunches.net/>

### Nut aware school.

Due to student and staff allergies, we ask that students and staff do not bring nut products or products that "may contain" nuts to school.

### Dressing for the weather

Parents are asked to ensure their children are dressed for the weather. Recess is only inside on rainy days, and if it gets below -20 degrees. Please ensure your child dresses appropriately at all times.

### Participation in after school clubs and teams

Parents of students who are in clubs and teams, are to pick up their children at the designated times. Staff supervising these activities have other commitments and need to get back to their other responsibilities after volunteering with the school's clubs and teams.

### Volunteering at CG

We love our volunteers at CG. As per district policy, anyone volunteering in a school must have a Criminal Record Check on file and must complete an application to volunteer. We are happy to provide potential volunteers with a letter that will waive the fee charged to get this CRC. Please advise your child's teacher, or visit the main office to get this letter.

### Parking Lot Safety

Parents are expected to exercise **EXTREME** safety and courtesy in the school parking lot and drop-off areas. At the beginning and end of the school days this area becomes very busy.

**Parents should proceed through the parking lot expecting that a child could run out from between parked cars at any time, as this can and does happen.**

Safe and courteous drivers can go a long way to ensuring our children's safety.  
**It is NEVER OK to be in a hurry when driving through a school parking lot.**

