



# **St. Helen's School Parent Handbook 2025-2026**

# St. Helen's School

Welcome to a new year at St. Helen's School! We are a learning community working together to ensure the success of our students. We hope that you will take advantage of every opportunity to be part of this school, bringing to it all of your energies, talents and interests.

This handbook has been prepared so that you may become familiar with our school's organization, policies, procedures, expectations and services. More detailed information on this year's events and activities can be found on our school website [www.sthelensschool.ca](http://www.sthelensschool.ca) Our new school APP is also very helpful.

We encourage all our students to become lifelong learners and to take responsibility for their own learning.

Wishing you a successful year. Our Theme for the 2025- 2026 school year is:

## **Living, Celebrating and PROCLAIMING our Faith**



## **SCHOOL BELL SCHEDULE**

8:55 a.m.      Morning Bell

10:15 –  
10:30 a.m.      Primary Recess

10:30 –  
10:45 a.m.      Intermediate Recess

12:00 -          Primary Lunch Bell - Students go  
12:30 p.m.      outside

12:30 -          Bell - Primary Students return to  
12:45 p.m.      classroom to eat lunch

12:30 -          Intermediate Lunch Bell - Students  
1:00 p.m.      go outside

1:00 - 1:15      Bell - Intermediate Students return  
p.m.              to classroom to eat lunch

3:00 p.m.      Dismissal  
                    Bell

## **SUPERVISION: 8:00 A.M. UNTIL 3:30 P.M.**

The Staff of St. Helen's is responsible for the safety and conduct of the students at school. Therefore, we ask that students arrive shortly before the morning bell rings at 8:55 a.m. unless they are under the direct supervision of a teacher. At recess and lunch, all students are expected to remain outside unless they have a note from home. Supervision ends at 3:30 p.m. please ensure your child is picked up by then.

\*\*\*After school supervision is not a time for students to be playing sports with balls, or to ride around on bicycles, skateboards, scooters, and other modes of active transportation on school grounds. This is meant to be a prompt pick-up by parents/guardians to ensure overall safety of our students.

## **ATTENDANCE PROCEDURE**

**Be sure to submit an absentee note on our school app when your child will be absent or late! (This notification goes directly to both the teacher and the office) and is required before 9 am daily.**

If the school does not receive a note, the secretary will call home to see where the child is. If the school fails to meet the requirements, they may call the work or emergency numbers provided.

### **CHILDREN MUST REPORT TO THE OFFICE WHEN LATE.**

In fairness to all, please do not send your child to school if there are definite signs of ill health in the morning. We have neither the facilities nor the personnel to care for sick children. If a child becomes ill during the day; it is our practice to get the child picked up. For this reason, parents must inform the school of changes to work and emergency numbers.

## **MEDICATION FOR STUDENTS**

St. Helen's Staff are not authorized to administer medication to your child unless they have a life-threatening medical issue that we are aware of and have medical documents on-site.

## **PICKING UP STUDENTS**

If someone other than a parent or guardian is picking up a primary student, please notify the office of this intent. Please remind them of the designated pick-up and drop-off areas. Students being picked up early will be waiting at our school office, and brought down by our office staff once their ride arrives.

## **SCHOOL VISITS**

Parents must check in at the office and obtain a visitor's pass when visiting the school. In the case of an emergency, items can be dropped off at the school office – not the classroom. Items are to be dropped off at the office labeled with your child's name and grade.

## **VACATIONS**

Parents withdrawing students for vacation during the school year are required to obtain permission from the Principal prior to making vacation arrangements. Students will be responsible to make up all missed work and assignments. Upon their return, teachers are **NOT** responsible for providing work ahead of time.

## **USE OF THE TELEPHONE**

The school telephones are used for business and are in constant demand. Students needing to phone home during school hours will use their classroom phone (under teacher supervision and with permission) or use the phone from our school office (under supervision). If a student is being kept after school and the parent is unaware, that student would be permitted to use the telephone to inform parents.

## **BIRTHDAYS, HOLIDAYS & LUNCH –** Nutritious food only, no junk food or fast food.

Parents are requested not to distribute or bring food to the classroom. Birthday invitations are not to be distributed during school hours.

## **CELL PHONES/ELECTRONIC DEVICES**

Students who choose to bring cellular phones or other electronic devices to school must secure those devices in their locker or cell phone pouches provided by the classroom teacher from the time they arrive at the school until the end of the instructional day. Any cell phones noticed during the instructional school day will be confiscated.

\*Note: The school is not responsible for the loss or theft of any electronic devices or personal items.

\*Note: Our Grade 7 classes have special cellphone pouches that can be used during school days. These pouches allow for cellphones to be safely stored, locked, and unlocked by the classroom teacher each day.

## **EMERGENCY RESPONSE AND FIRE DRILLS**

Regular fire drills and emergency response drills will be held throughout the year to practice student safety procedures.

## **BEHAVIOURAL EXPECTATIONS**

The staff at St. Helen's Elementary School believe that discipline is an integral part of teaching and school climate and, therefore, is committed to a discipline model that encourages children to develop self-awareness and self-discipline while maintaining the dignity and respect of all concerned. Discipline is a learning process which must foster both personal and social responsibility within the student. This process involves the student working collaboratively with adults to commit himself/herself to a program of continued growth. The goal of the program is to learn to make acceptable choices for behaviour and to identify and accept logical consequences for inappropriate behaviour. Our behaviour expectations are set out in our St. Helen's Beatitudes: Be Safe, Be Responsible, Be Respectful, and Be Like Jesus.

## CONSEQUENCES

When a student fails to meet the general expectations of behaviour at St. Helen's, a discipline report may be issued by the administration or teacher. The completed report will be given to the student.

The student will be dealt with by the teacher in the following ways:

- discussion of the infraction with the teacher and others involved in it
- Student could serve a detention
- The report could be sent home and signed by the parents and then returned to school
- For major infractions and ones that are recurring, the student could be referred to the administration for further action
- All reports will be kept on file.

The following are considered serious infractions of the rules requiring special attention:

1. *Deliberately causing physical harm to another\**
2. *Deliberate destruction of the school or another's property\**
3. *Stealing*
4. *Cheating*
5. *Smoking (including vapors) or using alcohol or drugs\**
6. *Taking dangerous weapons on to school property\**
7. *Showing or distributing pornographic material*
8. *Leaving school property during school hours without permission*
9. *Playing hooky*
10. *Speaking to someone in authority in an offensive manner, particularly if the use of offensive language is involved*
11. *The use of social media by students on school grounds is prohibited.*
12. *When students bring outside of school problems to the attention of the school (i.e online chats, social media posts, or any form of teasing, bullying, or potential harms done from student-to-student) St. Helen's School may involve our school liaison from the Burnaby RCMP if necessary in solving the problem.*

## BULLYING

Bullying is defined as repeated verbal or physical actions by someone intended to inflict injury or discomfort to another. Bullying will not be tolerated in the classroom or on the school grounds. We encourage all students to report all acts of bullying to an adult, teacher, parent or principal. \*\* See Discipline Policy

*Differentiating rudeness, meanness, and bullying:*

1. Rude - When someone says or does something unintentionally hurtful and they do it once.
2. Mean - When someone says or does something intentionally hurtful and they do it once, that's mean.
3. Bully - When someone says or does something intentionally hurtful, and they keep doing it even when you tell them to stop or show them that you're upset, that's bullying.

## INTERNET PROCEDURES

Students are allowed to use the internet during school hours under the supervision of the teaching staff. With regards to issues of improper usage or social networking at home, parents will be informed and resources will be provided to both the student and the parent.

***Cyberbullying** is defined as bullying and harassment by the use of electronic devices through means of e-mail, instant messaging, text messages, blogs, mobile phones, pagers and websites is strictly prohibited. Consequences are outlined in our discipline policy.*

## SUSPENSION AND EXPULSION POLICY

In the case of serious infractions of the rules, the Principal, upon being notified, will give the student a formal letter indicating the infraction. Serious infractions may include:

- Intent to injure and physically harm someone
- Intent to emotionally harm someone through repetitive bullying
- The selling of drugs, alcohol, tobacco, or unsafe items
- If dangerous weapons are brought to school, and are used in a threatening manner and/or result in any kind of harm to others

They will receive a reasonable consequence, along with one of the following:

1. Suspension – A student must comply with the school rules authorized by the principal of the school attended by the students, and with the code of conduct and other rules and policies of the board of the C.I. S.V.A.

When a student does not comply with the school rules suspension is necessary. It is an essential stage in the complex problem-solving process. Suspension is designed to support the student in changing inappropriate behaviour. Suspension has positive effects including:

- Ensuring safety for everyone in the school
- Assigning clear consequences for a range of inappropriate behaviours
- Providing the time for planning support for behaviour change
- Promoting collaboration among family, school and other community services to solve problems.

2. The students participate in decisions concerning their education. The students also participate in a follow-up after the suspension, which may involve:

- Instructional activities for teaching appropriate replacement behaviours for the inappropriate behaviour.
- Counseling interventions that give the student opportunities to make plans for dealing with problem situations and to practice the required behaviours.

3. Expulsion/School Transfer - The Principal must call the Chairperson of the Education Committee and the Pastor and inform them of the decision to expel. The parents will then be called and the child removed from the school immediately.

*\*\*\*St. Helen's School refers to policy 426 from the CISVA in regards to Expulsions. School transfers are always considered before expulsion of a student.*

## SOCIAL AND ACADEMIC SUCCESS: CORE COMPETENCIES

At St. Helen's we use a variety of programs to promote social and academic awareness skills. Second Step, Friends for Life, and Young Entrepreneurs are some of the programs used to help our students succeed. Each grade level focuses on integration of the BC Ministry Core Competencies, and how they relate with our Catholic faith.

## ST. HELEN'S SCHOOL UNIFORM

- Girls: St. Helen's tunic (K-3) kilt (4-7), navy blue knee socks or tights.  
Navy blue cotton twill pants (optional)  
Navy blue skort, navy blue (above ankle) socks, (Optional Summer Uniform)
- Boys: Navy blue cotton twill pants  
Navy blue walking shorts, navy blue (above ankle) socks, (Optional Summer uniform)
- Girls & Boys: Light yellow polo shirt  
Navy blue St. Helen's sweater  
Black or navy dress-type shoes or runners, preferably soft-soled  
**(no stripes, logo's etc.)**  
**Grade 7 grad sweaters from the current year are acceptable for Gr.7's only.**
- P.E. Uniform St. Helen's Gym shorts and T-shirt  
and running shoes. (NOTE: The older yellow/gold gym shirts are no longer acceptable as P.E uniform. Centennial gear is no longer acceptable as P.E uniform).

**Grades K-1 are allowed to wear their P.E gym strip all day on P.E days (sweat pants and hoodies) except on school Mass days where full uniform is required.**

Sweaters are worn daily at the discretion of the child, **BUT the child must bring it to school every day so that it is available to be put on for school gatherings, masses, field trips etc.** In the event of loss or damage to your child's uniform, you will have a **7-day grace period**, in which to replace the uniform. **Uniforms must be purchased at Neat Uniforms.**

**Note: Full uniform must be worn on Mass days, students can change after Mass.**

***\*\*\*Grade 7 graduation sweaters from the current year are acceptable sweaters for Grade 7 students only. Graduation sweaters from past years are not acceptable as uniform.***

**Girls:** No extreme haircuts or styles, no unnatural colouring or bleaching of hair, no makeup, maximum one earring/earlobe—studs or sleepers only, no other body piercing or tattoos, no nail polish or fake nails, skirts to be a modest length (e.g.: not higher than a palm width above the knee), shoe heel height not to exceed 1-1/2" or 3 centimetres.

**Boys:** No extreme haircuts or styles, no unnatural colouring or bleaching of hair.

## UNIFORM VIOLATION NOTICE

Forms are warnings that a child is missing part of the school uniform. Students will be given up to 3 warnings, each being sent home and signed by parents/guardians. After the 3<sup>rd</sup> notice, a meeting with the parents will occur.



## **LOST AND FOUND**

Frequently, items such as gym strips or binders are mislaid. If these items are labelled with names, it greatly assists in their speedy return. A lost and found box is kept in the garage for mislaid items and we encourage students and parents to check this box if something has been misplaced. Smaller items, such as keys, are normally kept in the office. Unclaimed items will be sent to the Missions as donations.

## **BUS, FIELD TRIPS & COMMUNITY RESOURCES**

Throughout the year teachers at our school attempt to extend and enrich the educational experience of students by going out into the community and also inviting resource people into the school.

**BUS:** One way \$80.00 per month/ Round trip \$90.00 (per family).

\*\*\*Attendance is taken on the bus before leaving from the school, as well as on the return trip from the field trip to ensure student safety. The phone numbers of student emergency contacts are kept in a binder on the bus as well.

## **PARENTAL PERMISSION**

Written permission is required for all field trips. It is expected that children will attend field trips with their class or remain at school under the supervision of another teacher. Staying at home for the day is not considered an alternative to a field trip.

## **THE FIELD IS A PRIVILEGE**

The field trip is carefully planned by the classroom teacher to support the school curriculum through an alternative to the classroom experience. Students are expected to abide by the same behaviour guidelines as they would in their classroom. Further, students represent the school when they are in the larger community and are therefore expected to conduct themselves appropriately, and in a manner, which brings pride to the school. Students unable to follow behaviour guidelines at school or on field trips may lose the privilege of participating in future field experiences and will instead remain under supervision at school. Parents will be informed if this situation occurs.

## **ALL VOLUNTEERS**

All volunteers (parents, grandparents, others etc.) are required to submit a Criminal Record check to the school. Parent drivers are sometimes required to provide transportation when students go on a field trip. Parents are asked to make sure they have seat belts for the number of students they are taking. Vehicle inspections may be carried out by a staff member.

## **PARENT PARTICIPATION PROGRAM**

The Participation Program plays an integral part in the successful operation of St. Helen's School. All of us benefit directly from it. This program also provides extra services that benefit the children. Because of the lower government funding to Independent Schools, it is necessary that parents take on some of the responsibilities. Once your child has been admitted to the school, as an active school community member, you will be required to participate in the various activities of the school. If you

do not fulfill these requirements of participation, you will be assessed a penalty fee or fine per missed participation in relation to the number of hours missed. This cheque must be made payable to the school.

## **PARKING PATROL**

Parents are asked to observe all the parking regulations around the school when picking up and dropping off students. Volunteers wearing red vests will be monitoring all the areas around the school and will be directing traffic, reminding parents about proper school traffic regulations.

**Note:** The license plates of those people who violate the parking regulations will be submitted to the property authorities and the owners of the vehicles will be issued tickets. In case of injury or accident caused by illegal parking, the vehicle owner will be deemed negligent.

## **HOMEWORK POLICY**

St. Helen's School believes that homework provides the opportunity to reinforce and enrich concepts previously taught in the classroom. It is expected that by encouraging self-discipline in homework, the students will learn good study habits and research skills, which will prepare them for higher education. St. Helen's School also believes that homework is a valuable means of communication between family and the school.

\*\*\*Optional home learning assignments, tasks, and projects can be made available monthly for students in all grades willing to participate.

## **AREAS OF HOMEWORK**

*Unfinished Work*—Having provided ample time in class for a particular task, those students who do not complete the task may be given the work as additional homework.

*Reinforcement*—Upon completion of a lesson taught in class, homework is assigned which provides reinforcement for the subject area or practice of a particular skill.

*Projects*—Projects are a good educational opportunity for students to learn organizational and research skills while at the same time providing enrichment of a particular subject area.

## **TEACHER RESPONSIBILITY**

It is the responsibility of the teacher:

1. When issuing a project, to provide the students with a clear and concise outline of the project, his/her expectations, the due date, as well as mark expectations.
2. When issuing a project, to teach the necessary research skills and make sure that all students are able to acquire the research materials needed.
3. When issuing a project, to be aware of the homework being issued by all of the teachers of these students and in the case of a major project, to reduce the amount of everyday homework.

**Note:** During the school year teachers may issue one major project and three minor projects per term.

4. When issuing any homework, to be aware of extra-curricular events, club responsibilities etc. so as not to make unreasonable demands upon the students.

## **TIME GUIDELINES**

The amount of homework issued will be consistent with the child's grade level. At St. Helen's the average amount of homework will follow the guidelines listed below:

Grade K	Based on child's ability
Grade 1 - 3	Half an hour
Grade 4 & 5	Forty-five minutes
Grade 6 & 7	One hour

The above time guidelines are for assigned homework and are over and above any unfinished classroom work. The above is a guideline and it is understood that on some days there may be less or no homework, while on other days the homework may exceed the time limit.

## **GROUP PROJECTS**

It is the policy of St. Helen's that "Out-Of-Class" group projects are unacceptable and may not be issued. It is, however, acceptable to issue individual parts of a group project as homework. "In-Class" group projects are an excellent opportunity to learn to work together and are a valuable learning experience for students.

## **AGENDA BOOKS**

All students from Grades One through Seven have an agenda book. These books must be filled out in class on a daily basis with consideration given to the ability of the individual student. Homework is posted daily on the school website:

[www.sthelensschool.ca](http://www.sthelensschool.ca)

## **STUDENT REPORTING POLICY**

1. During the school year, St. Helen's School will provide the parents of students with reports describing students' school progress. Three of the reports will be formal written reports and other informal reports will be as required.

2. There are 3 Formal written reports for Kindergarten to Grade 7 that will describe:

- what students are able to do;
- the areas in which students require further attention or development; and ways to support students in their learning.

3. Informal reports to parents may include:

- Phone calls;
- Student-led conferences;
- Student learning portfolios;
- Parent-teacher conferences;
- Apps such as Seesaw, Google Classroom.

4. Parents of students in Kindergarten to Grade 3 must be provided with oral or written comments on the student's school progress. Comments should relate progress to the expected development of students in a similar age range.

5. In Grades 4 to 7 a performance scale will be used according to the Ministry of Education to indicate students' levels of performance to the learning outcomes for each course or subject and grade.

*\*\*\*Emerging, Developing, Proficient, and Extending.*

6. Teacher/Parent Communication:

- 24-Hour Rule –Phone calls
- 48-Hour Rule – E-mail

Please do not expect teachers to respond to emails during the school day. If you need to send an email regarding pickups/late drop-offs, please notify the office so that they can relay the message to our teachers.

## **RELIGIOUS EDUCATION PROGRAM - MASS HOMEWORK**

St. Helen's Admission Policy requires Catholic Families to be practicing in regards to regular Saturday/Sunday mass attendance. The children will be asked to complete a weekly journal following attendance at Mass. They will receive homework which they will have to fill out and return each week. Your child will be asking you to help him/her fulfill this obligation by taking them to mass each Saturday or Sunday.

*\*\*\*All curricular subjects will have the Catholic faith incorporated within them so that students can make deeper connections throughout their lives.*

## **PARENTS RESPONSIBILITY INCOMPLETE HOMEWORK**

Parent/Guardian Statement of Commitment (C.I.S.V.A. Policy) Item #2 states:

"Parents/Guardians are expected to support the Religious Education Program and participate in it as required."

If any of these conditions are not met, homework not completed or Parent/Guardian not taking student to Sunday Mass (after being contacted), the Pastor reserves the right to:

- Not allow the students to receive the sacraments (Baptism, Reconciliation, Communion, Confirmation
- Tuition Fees, changed from Registered Parishioner to Non-Active/Registered or Non-Parishioner

## **INCOMPLETE HOMEWORK**

Parents will be contacted, by the Teacher and/or the Principal, if your child is consistently forgetting to do their homework. If homework assignments are not completed for the week, the child will be responsible for making sure that previous homework is completed and handed in the following week. If the problem persists, the school reserves the right to remove the student from the school.

## **Curricular Subjects:**

CISVA schools follow BC Curriculum standards while integrating Catholic values and teachings into their educational approach. Here's how they align with BC Curriculum standards. By adhering to these standards, CISVA schools ensure that their students receive a comprehensive education that meets provincial requirements while also providing a faith-based learning environment.

CISVA schools teach all core subjects required by the BC Curriculum, including math, science, and language arts, while infusing Catholic perspectives.

At St. Helen's School, we offer a comprehensive curriculum that aligns with BC standards while incorporating our Catholic ethos:

1. Mathematics: Exploring logical reasoning and problem-solving skills
2. Science: Discovering natural phenomena through inquiry and experimentation
3. Language Arts: Developing strong communication and critical thinking abilities
4. Social Studies: Understanding our role in a diverse, interconnected world
5. Physical Education: Promoting holistic health and well-being

### **CISVA Innovation within Learning:**

1. Inquiry-Based Learning: In science classes, students design experiments to explore environmental issues, connecting scientific principles with ethical considerations.
2. Concept-Based Approach: Mathematics lessons focus on grasping abstract concepts like infinity, encouraging deeper understanding and application.
3. Real-World Application: Language arts projects involve creating media campaigns for local charities, combining communication skills with community service.

Our curriculum interweaves academic excellence with character development, preparing students to excel in their studies and become responsible, compassionate citizens in the modern world.

### **Indigenous Perspectives in relation to Catholic Teaching**

In line with BC Curriculum requirements, CISVA schools incorporate Aboriginal voices and perspectives across all subject areas.

St. Helen's School finds ways to incorporate First People's Principles of Learning in connection with our Catholic Faith. This may include the practice of stewardship for God's creations, reciprocal respect among peers and nature, along with understanding personal responsibility and belonging within the world.

## **PROGRAMS**

### **SACRAMENTS: Communion, Reconciliation, and Confirmation**

Three important Sacraments of initiation are celebrated during a child's school years: First Communion, Reconciliation and Confirmation. These Sacramental programs are integrated into the school and parish programs. The children prepare for these Sacraments with the help and guidance of priests, principal, teachers and parents, and may participate in CISVA workshops and retreats.

### **Roman Catholic Challenge**

This is a club that will compete against other CISVA schools regarding Catholic Trivia. It is offered to our intermediate grades (4-7).

### **ADST Lab/Coding Club/Robotics**

Computers/Ipads/Chromebooks are used in classes and are incorporated into the curriculum from Kindergarten to Grade 7. Our students learn ADST in a variety of settings, including our robotics/coding club, and through weekly usage of our school lab. Our lab consists of Dash Robots, 3D printers

### **Library**

The Library Program instills a love for books and literature within our students. Students will have the opportunity to take out books and participate in our Accelerated Reader program. There is an annual Scholastic Book Fair held in our library where students have the opportunity to expand their horizons in the world of reading.

### **Science Fair/Inventor's Fair**

The program is dedicated to providing students with the opportunity to become active participants in science activities. "Hands on Science" and "Experimental Learning Goals" ensure the students develop positive and enriching science attitudes. Students are also active participants in an annual Science Fair/Inventors Fair hosted by the school.

### **French**

The French program at St. Helen's is offered to students in all grades, by our French Specialist Teacher, with students supplementing their learning using the Rosetta Stone Program.

### **Fine Arts Program**

- Choir, Rockband, Art, Music, Drama and Speech Arts are integrated into the curriculum. Each student is able to develop his or her own personal artistic gift.
- Orff Music Program is offered at all levels.
- Intermediate and Primary choirs perform for school activities and community events.
- Christmas Concerts and Spring Musical provide experience in the production and performance of quality drama.

### **Outdoor Education**

Every September students from Grades 4 to 7 learn about the environment and nature with God during a week of Outdoor School.

### **Athletic Program**

The Athletics Program at St. Helen's School is a comprehensive program overseen by our Athletic Director which combines a variety of extra-curricular activities with a well-balanced physical education program. The Physical Education Program offers students a variety of learning experiences in the area of games, gymnastics and dances. This program also offers a wide range of

recreational activities which includes a swimming, skating, skiing, snowshoeing and hiking. The extra-curricular programs at St. Helen's give the students an opportunity to participate in the following sporting activities throughout the year; cross country running, volleyball, basketball, wrestling, track and field, soccer, ball hockey, and flag football.

### **Spelling Bee**

St. Helen's participates in the CISVA Spelling Bee competition. Students from grades 4 to 7 participate in the program. Once the words have been assigned, a preliminary Written Bee is given. From there the top three students from each grade participate in an in-house Oral Bee in front of their peers. The winner of the Oral Bee is then sent to represent St. Helen's at the CISVA Spelling Bee where all CISVA elementary schools will participate.

### **Student Leadership**

St. Helen's offers a Student Leadership program and it aims to provide the students with knowledge on their respective roles and responsibilities within the council, to nurture leadership skills and to prepare them spiritually, mentally and physically to face the challenges and obstacles to promote community leadership in the future.

Student Leadership members demonstrate positive leadership and are elected to represent the student body, attend Student Leadership meetings, lead prayer before lunchtime and at monthly assemblies, and organize student-led fundraisers and Out-of-Uniform Days for the community of St. Helen's.

In February a few years ago, St. Helen's hosted the first-ever Student Council Leadership Conference with other Councils from CISVA Schools.

### **Learning Resource Program**

The Learning Resource/Accessible Education Co-ordinators work on an individual or small group basis with students requiring more direct focus on skill development in various areas of the curriculum. This support is provided through referral and is either done in pull-out or in-class format. They work collaboratively with the classroom teachers, Educational Aides (EA's) and parents to facilitate the identification, development and implementation of appropriate learning goals for students with exceptionalities. Support services required outside of school are also part of this collaborative process.

All students receiving support from the Learning Resource Centre have an Individual Education Plan (I.E.P.) that guides staff in working towards planned goals and objectives. The Learning Resource Centre supports all grades from Kindergarten to Grade 7.

Thank you for choosing St. Helen's School. Your continued support as active participating parishioners and community members is greatly appreciated and is the foundation of what makes this school so special.