

# Spring Valley Elementary School

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Principal: Sean Malcolmson  
Office Administrator: Kristie Brown-Galer

**This is a checklist to help you through this package:**

**Please READ AND KEEP the following for important information:**

- Summary Sheet of Important Information
- Student Code of Conduct on School-Related Vehicles (2 pages)

**Please READ the following for important information:**

- Newsletter
- Read and make your children aware of the information pages together in the front of the Student Agenda (1 page)

**Please COMPLETE AND RETURN the following forms NO LATER than Friday, September 13, 2019**

- Emergency Closure and Evacuation Form
- Acceptable Use of Technology Terms & Condition (3 pages)
- Parent/Guardian Consent Forms for Use of Community Centre Facilities (2 pages)

**Other Forms will soon be available on the Spring Valley website:**

- Volunteer Forms – (All volunteers in HWDSB schools **MUST** provide a new Vulnerable Sector Screening every three years. Volunteers must also sign a current offence declaration each year, in between Vulnerable Sector Screening updates. We want everyone at HWDSB to be safe in our buildings and the updated Vulnerable Sector Screening is one way we can protect our students.)
- Authorization of Oral Prescription Medication (Doctor signature required)

More will be added as we populate the website.