



# RICHMOND GREEN SECONDARY SCHOOL

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## Welcome Letter for Incoming Grades 10-12 Students

July 2024

Congratulations for completing another academic year. It is our pleasure to welcome you back to Richmond Green Secondary School. In order to ensure a smooth return to school, the information below will assist you in preparing for September. **The first day of school for Grades 10-12 is Wednesday, September 4, 2024. Tuesday, September 3, 2024 will be for Grade 9's only and community class students.**

We recognize that the pandemic and shifts to remote learning over the past few years have affected students and families in different ways. As a school community, we are committed to supporting the learning, achievement and well-being of students throughout the upcoming school year. We also continue to prioritize health and safety and follow guidelines and direction from the Government of Ontario and York Region Public Health.

### Extended Vacation

Students who will be coming to RGSS but who will NOT be returning to school on the first day or within the first 15 days of the school year (inclusive) need to complete an [RGSS Extended Absence Form](#). By submitting this form, you will prevent being demitted from Richmond Green SS.

### Online School Start-Up Process

The process for the 2024-2025 school start-up will occur online during the summer. Payment of various school fees (e.g. Engagement Fee, Grade 9 Blast) is made on School Cash Online (*be sure to print a copy of the receipt when you pay online in order to retrieve the items that were purchased*). Visit [School Cash Online](#) to create an account. You will need your student identification number to complete this process. Please complete by **August 29, 2024**. You will receive electronically from the school board start up forms that must be completed. In addition, you will receive the following start-up information from the school by the end of August.

- Locker information
- Student Timetable
- Course Change Procedure
- Student's google GAPPS account.

### Engagement Fee

The Student Engagement Fee of \$50.00 which is optional supports numerous opportunities throughout the year. These funds support:

- school events and functions such as semi-formal, prom, grade 9 Blast, orientation, arts & athletic banquets
- 50+ clubs and 25+ teams
- extra-curricular activities
- transportation for teams, clubs and field trips.
- spirit events and year-end Birthday Bash!
- assemblies and guest speakers as well as student conferences – (e.g. HOSA, Model UN)
- student printing and healthy snack program

Thank you for supporting student engagement for all students.

### Payment Methods

All fees should be paid starting in July on [School Cash Online](#). A summary of all items available is below:

Student Engagement Items	Fee
Student Price Card (deals on items at various stores and restaurants)	\$10
Yearbook	\$55
Engagement Fee	\$50

## E-mail Accounts

Please note that Hotmail accounts cannot be used to communicate effectively with the school. If you have one of these accounts registered with the school, please contact the Main Office to provide an updated email address.

## Graduation Ceremony (for Grade 12 students)

Richmond Green's graduation ceremony will be held on **Wednesday, June 25, 2025**. Cost per student for Graduation will be communicated once available. Collected funds will help cover the following items:

- Tickets (*students will receive two tickets*)
- Cap & Gown (*students keep these items*)
- Graduation Ceremony
- Event & Venue (*facility rental, set up, equipment rental, refreshments, decorations, printing, etc.*)

## 1:1 Bring Your Own Device School

Richmond Green SS is a 1:1 (Bring Your Own Technological Device) school. Our intention is to empower students with effective and productive use of technology in their daily learning that improves Critical Inquiry and Learning Skills. We have a long-term lending library for students who require a technological device for up to one school year (with opportunities for renewal). Please contact the main office for more information.

## School Council

We welcome parent/guardian involvement. Please join us at School Council Meetings that occur monthly. School Council elections will take place at the first meeting of the year. Please check the parent bulletin and school website for the date.

## Student Transportation

For information on bus routes, stop locations, times, late arrivals, cancellation, eligibility, registering a complaint, safety and general information, please visit the [Student Transportation Services](#) or contact the York Region Student Transportation Services School Bus Information Line at 1-877-330-3001, accessible 24 hours a day.

## Upcoming Important Dates

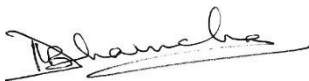
Date	Event
Late August	Electronic distribution of Timetable & Locker Information
Tuesday, September 3	Grade 9 Orientation Day (only Gr. 9 students attend)
Wednesday, September 4	Regular School Day for all grades
Monday, September 16	Photo Day (All day)
Friday, October 25	Photo Retake Day (morning only)

## Summer Office Hours

The summer office hours are Monday to Thursday from 8:00 a.m. – 3:00 p.m. The main office will be closed every Friday beginning Friday, July 7 to Friday, August 23, 2024. RGSS email address: [richmond.green.ss@yrdsb.ca](mailto:richmond.green.ss@yrdsb.ca)

We wish you a safe and enjoyable summer and look forward to seeing you in the fall!


Sincerely,



Daraius Bharucha  
Principal



Sayema Chowdhury  
Vice-Principal



Sara Gupta  
Vice-Principal