



Sutton District High School
20798 Dalton Road, Sutton West, Ontario, LOE 1R0
905-722-3281
Principal *Dan Gillis*
Vice Principals *Karen Fogleman and Scot Angus*

To the parents/guardians of «First_Name» «Last_Name»

INFORMATION ITEMS

This e-bulletin contains important school information. If you have any comments or feedback, please email our school at sutton.dhs@yrdsb.ca

MESSAGE FROM THE OFFICE

Next week will be Week 2, periods 3 & 4

Lockers

All lockers have been refreshed over the summer. All contents that were removed from the lockers will be available for pick up through the office till September 24th.

Return of Board materials and technology loaned to students

Families are asked to return all borrowed materials and equipment as soon as possible to the school. This includes textbooks, library books, borrowed materials and technology, such as Chromebooks.

School Start up Package for 2021-22

Below are the links to our 2021-2022 *School Start up Package and forms*. Please refer to the package for valuable information about our school and student policies and responsibilities. Thank you.

[SDHS School Start Up Package 2021-2022.pdf](#)
<https://startupforms.yrdsb.ca/>

GUIDANCE NEWS

We are preparing a Grade 9 parent presentation. A link will be emailed on Thursday and it can be viewed when you have time as it will be prepared-recorded.

UPCOMING EVENTS

| | |
|---------|---|
| Sept 27 | School Council Meeting – 7:00 p.m. |
| Sept 30 | National Day for Truth and Reconciliation Orange shirt day |

SCHOOL COUNCIL

S.D.H.S. School Council is looking for candidate nominations, please complete the below link for the form and submit to the office.

<http://www.yrdsb.ca/schools/suttondistrict.hs/SchoolCouncil/Documents/FOR- SchoolCouncilNomination.pdf>

The SDHS School Council will meet at 7 p.m. virtually on September 27, 2021

[Click here for the Go to meeting link](#)

SCHOOL CALENDAR

To see our School Calendar with important upcoming dates please [click here](#).

COMMUNITY INVOLVEMENT HOURS REMINDER

«First_Name» «Last_Name» has completed «Community_Servi» hours of community volunteer hours. Community volunteer hour forms can be found in the Guidance Office. Please be advised the completed forms are processed periodically, the hours submitted to the office may not appear for up to four weeks. Please contact the Guidance Office to follow up should community service hours not appear after that time.

ATTENDANCE REPORT

Please review the following attendance report. The report includes all lates and absences for your son/daughter for the week of September 13-17, 2021 inclusive.

The attendance report below contains information for all courses attended. Classes with zero lates and zero absences may not appear on the report.

| Course | Period | Teacher | Total Absences | Total Lates |
|---------------|---------------|------------------|-----------------------|--------------------|
| «Course_A» | «Period_A» | «Teacher_Last_A» | «Absence_A» | «Lates_A» |
| «Course_B» | «Period_B» | «Teacher_Last_B» | «Absence_B» | «Lates_B» |
| «Course_C» | «Period_C» | «Teacher_Last_C» | «Absence_C» | «Lates_E» |
| «Course_D» | «Period_D» | «Teacher_Last_D» | «Absence_D» | «Lates_F» |
| Totals | | | «Total_Abs» | «Total_Lates» |

ATTENDANCE

Student attendance is directly related to student success. It is very important that students are at school on time and in class daily.

At Sutton District High School, when a student misses a class without a valid reason, our automated attendance program will phone home and email in the evening stating what grade the student is in and what class(es) were missed that day. If parents have any questions regarding the reported absence, they should check with their child and their child's teacher.

VALID ABSENCES

Only absences due to illness, medical/dental/legal appointments, bereavement, and school-sponsored activities are valid. All other absences, including missed buses and oversleeping are invalid. When a student is absent, it is the student's responsibility to ensure that his or her parent(s)/guardian(s) confirm knowledge of the validity of the absence. **Parent(s)/Guardian(s) are asked to call or email the Attendance Office at 722-3267 or sutton.dhs@yrdsb.ca (accessible 24 hours daily) on the morning of each day their child will be absent.** Informing of the absence prior to the day or on the day of the absence will allow the information to be entered and will prevent the need for a phone call home or for the student to obtain an admit slip upon return. In certain instances, medical documentation may be required. Students are responsible for informing teachers in advance of an anticipated absence. **Students are responsible for all missed work (tests, assignments, class notes) when absent and are encouraged to obtain this work from their teacher beforehand when possible.**