

Registration Information for Parents/Guardians:

School Times:

School starts at 8:00 am and ends at 2:40 pm. Students should arrive at least 10 minutes before the bell each day to ensure they are in class promptly to receive instruction.

Homeroom	8:00 AM	8:05 AM
Period 1	8:05 AM	9:20 AM
Period 2	9:25 AM	10:40 AM
Period 3	10:45 AM	12:00 PM
Period 4	12:05 PM	1:20 PM
Period 5	1:25 PM	2:40 PM

Students will have lunch during one period and the other four will be classes.

School Calendar:

The full school year calendar can be found on our website or at [this link](#). This will let you know when there is a special event, interview night, holidays, PA days, etc. Special events are also shared each week in our e-newsletter.

Picture Day:

All students will have their picture taken in September (TBD).

School Holidays:

All school year calendars can be found on the [YRDSB website](#). Click on the link for the secondary calendar.

Next year school will start on September 3 (for grade 9s) or September 4 (all other students) and will end June 26.

One to One School:

TDSS works to build digital literacy into all of our programs, thus technology is built into all of our programs. We ask that all students bring their own laptop or chrome book to school each day. If this presents a financial hardship, a chrome book can be temporarily provided.

School Drop Off / Pick Up:

There is a drop off loop at the back of the school for easy drop off. We ask that parents not enter the parking lot facing Major Mackenzie for drop off as this blocks transportation for students who are bussed to school and can cause accidents as parents make three point turns in the driveway. Students **must not** be dropped off on Major Mackenzie - this is a no stopping zone and is very dangerous.

Attendance:

One of the most important factors in academic achievement is regular attendance. Students should attend everyday and be on time for all classes. The only days students should not attend are PA days, school holidays and during the exam period (unless they have an exam). If you are not sure that it is a school day, just check the calendar.

If your child is not able to attend due to illness or appointment please call the school at 289-342-0001 or email tommy.douglas.ss@yrdsb.ca. Everytime your child is late or absent without permission you will be contacted through our INFORM system. Your child's lates and absences will be provided at the end of each week in our e-newsletter. If your child should be at school, please contact the school so we can verify their attendance. ***It is important that you have an email address and voicemail registered with the school that your child does not have the password to.*** This ensures that parents receive the contact when their child has missed a class.

Teach Assist and Mark Reporting:

Most teachers at TDSS use [Teach Assist](#) to record student marks. Parents can set up an account that allows them access to their child's marks through the parent portal. Go to <https://ta.yrdsb.ca/yrdsb/> at set up an account using the email address you have shared with the school.

Exams / Culminating Period:

All students must be at school during the culminating periods and exams week. It is good practice to avoid any vacations in January or June. Students **must** write all exams **at the scheduled time**. The exam dates for next year are January 25 to 31 and June 19 to 25. Exceptions can be made in a few extenuating circumstances but **not** for travel out of the country.

Extended Absences:

Students have ample vacation time - two weeks at the end of December, a week in March and all of July and August. If you must take your child out of school during the school year, students need to complete a green extended absence form and submit it to the office at least a week in advance of leaving. The form can be picked up in the main office. Students are responsible for all work missed during their absence. Students who miss more than 15 consecutive school days may have to be demitted from school. Please contact their vice-principal **in advance** to avoid this scenario.

Nuts / Fragrance:

To support our community members we ask that all students and staff avoid wearing products with heavy fragrance and do not bring in foods that may cause allergic reactions (i.e. peanuts).

Communication:

Your child's teachers can easily be reached by email (firstname.lastname@yrdsb.ca). If you have any concerns, please contact the teacher. In person meetings can be arranged if needed and translation support can be arranged. Parent / teacher interview nights happen once each semester. These dates will be posted on the calendar and shared in the parent bulletin.

Parent Newsletter:

Every Friday the office sends out a newsletter to all parents via email - please ensure that we have a functioning and private email account on record. This newsletter will let you know what is happening in the school, any important dates / upcoming events as well as information provided by the board.

Role of Guidance:

All students are alphabetically assigned a guidance counsellor based on their last name. Your child's guidance counsellor is a great source of information about course selection, graduation requirements and pathway selection. Guidance counsellors can also help arrange support for students who are struggling with mental health concerns. If your child is struggling, the guidance department is a great resource for both students and families. If you have any questions you can contact the guidance department at tdss.guidance@yrdsb.ca or the main office and your child's counsellor will be notified. Translators can be pre-arranged for any appointments with guidance, teachers or vice-principals.

Student Success:

Another support available is our Student Success department. Students who are struggling academically can receive one on one support in assignment completion. Speak to your child's teacher first when you feel that your child may require more support. A Student Success teacher will connect with your child if necessary. Students may also receive support directly from the department as many departments hold extra help sessions.