

# 22/23 QUICK REFERENCE GUIDE FOR PARENTS



## School Contact Info

**Address:** 106 Parsons Creek Drive  
Fort McMurray, T9K 0B4  
**Phone:** 587 276 2017  
**Facebook:** Christina Gordon Public School  
**Twitter & Instagram** @ChristinaGFMPSD  
**Webpage:** christinagordon.fmpsdschools.ca  
**Principal:** Rick Thorne  
**Vice Principal:** James Sedgwick  
**Vice Principal:** Emilie Giroux  
**Head Secretary:** Sherri Manuel  
**Attendance Secretary:** Leona O'Reilly  
**Reception /Library Tech** - Deanna Hoffer  
**Learning Assistance:** Jennifer Africa  
**Triple I Program:** Cara Payne  
**Counsellor:** Michelle Wiens

*Full staff list on Website*

## Volunteering at Christina Gordon

We love our volunteers at CG. Volunteers must complete an application package that can be obtained from the main office - this includes a Criminal Record Check.

## PLF Fridays (No School for Students)

The following Fridays are professional development days for staff and no school for students:

Sept - 2, 16	Dec - 2, 16	Mar - 10, 24
Oct - 21, 28	Jan - 27	May - 5
Nov - 18	Feb - 3, 17	June - 2

## School Bell Times

### Grades 1 - 6

8:35 First Bell  
8:40 AM Bell  
10:45 Recess  
12:30 to 1:20 Lunch  
3:15 Dismissal

### ECDP/Kindergarten AM

8:40 School start  
11:25 Dismissal

### ECDP/Kindergarten PM

12:30 School Start  
3:15 Dismissal

## Allergies / Nut Aware School

Due to student and staff allergies, we ask that students and staff **do not bring nut products or products that "may contain" nuts to school.**

Classroom teachers will inform parents in cases where other allergies are present in their classrooms.



## Visitors to School

Christina Gordon loves its CG families. We also want to make sure our school community is safe. **All visitors to the school must report to the main office and sign in.** We also welcome volunteers in the school - to volunteer, please obtain an application package from the main office. All volunteers will require a Criminal Record Check.

## Reporting Absences

Please call (587-276-2017) or email ([cgabsences@fmpsd.ab.ca](mailto:cgabsences@fmpsd.ab.ca)) the school before school starts to let us know if your child will be absent. Your message must clearly state your child's name, grade and a specific reason for their absence. This is an Alberta Education requirement.

## Dressing for the Weather

Please ensure children are dressed appropriately for the weather. **Recess is inside only on days that are rainy or when the feels like temperature is -24°C or lower.**

## Hot Lunch & Grab & Go Breakfast Program

**Hot lunch is available Tuesdays and Thursdays. Ordering is online and can be accessed at <https://christinagordon.hotlunches.net>.**

We provide *Grab and Go* breakfast snack items for each classroom every morning.

## Parking Lot Safety

The west parking lot is reserved for staff and handicapped parking **ONLY**. Visitor parking is located south (in front of) of the school and you can use the roped off lane to drop off children. Do NOT leave vehicles unattended in this lane. Please exercise **EXTREME** caution and courtesy in the school parking lot and drop-off areas. **Safe and courteous drivers go a long way to ensuring our children's safety.**