



Welcome to Lyndhurst Elementary

A few things to note ...

1. Absent/Sick/Late Students

The office needs to hear from the parent/guardian by **9:15am** if a student is going to be absent, sick, or late, **even if you have already told the teacher.**

Parents can complete the [Absence Reporting Form](#), send an email to Lyndhurst.Info@burnabyschools.ca, or leave a voicemail on the Student Absence Attendance line at 604-296-9020 ext. 2

Please provide the following information:

- Student's first & last name
- Division or Teacher's Name
- Dates and times
- Reason your child is absent (i.e. sick, vacation, appointment, arriving late, leaving early, etc.)



Please note, students arriving late must **sign-in** at the office before heading to class. Students leaving early must be **signed-out** at the office by the parent/guardian.

2. Bell Schedule

8:55	School Start
10:25 – 10:40	Recess
12:00 – 12:52	Lunch
3:00	Dismissal

Students need to bring a snack and a lunch (our school does not have a daily Hot Lunch Program).

3. West Coast Recess

Students go outside at recess and lunch regardless of the weather, rain or shine. Please ensure your child comes to school dressed appropriately for the weather. It is also recommended to leave a change of clothes at school (for all grades) in case students fall or get wet.

4. Digital Consent Forms

Parents are required to complete six consent forms via an online process (Media Release, Walking Permission, Student Personal Information, Consent to send electronic messages, District Technologies, 0365 Permission). Access student consent forms here: <https://forms.sd41.bc.ca/Forms/sdconsentac>

Please see the attached guide for login instructions. You will need child's birthdate, parent email address that is on file at the school, and student PEN (Personal Education Number).

5. School Cash Online

There are occasional school fees (field trips, etc.) that families are requested to pay. To minimize the handling of cash, we ask that all school fees (school supplies, planners, field trips, etc.) be completed online at <https://burnaby.schoolcashionline.com/>. Instructions are attached.

6. English Language Assessments

As part of the District's commitment to supporting multilingual learners, students new to the Burnaby School District may qualify for additional services to support their English language development. To determine eligibility, when students first start school, our ELL teachers conduct a short English language assessment for those who are new to Canada, speak a language other than English at home, or have not attended an English speaking school before. This is a standard part of our process to determine whether students would benefit from additional English language support as part of their learning program.

7. Hot Lunch – offered by Parent Volunteers

The Lyndhurst Parent Community (PAC) offers an optional Hot Lunch Program on Mondays, Wednesdays, and Fridays. This program is possible due to our Parent Volunteers. If you purchase lunch for your child on one of these days, you will still have to send a snack for recess.

<https://lyndhurst.burnabyschools.ca/pac-sponsored-hot-lunch/>

8. School Communications

Lyndhurst Elementary communicates via email – please make sure to check your emails regularly so you don't miss any notices and announcements. If your email address changes or you are not receiving emails, please contact us as soon as possible to get it updated.

9. Lyndhurst Elementary Website - <https://lyndhurst.burnabyschools.ca/>

Familiarize yourself with the school website. You will find lots of information including; the school calendar, current events, holidays/early dismissal days/breaks, staff contact information, and more.