

St. Margaret's Bay Elementary School



24 Ridgewood Drive
Head of St. Margaret's Bay, N.S. B3Z 2H4
Ph: 826-3300 Fax: 826-3310

Principal: Kelly Joy

Vice Principal: Lynn Wyatt-Reichheld

Dear Families,

Welcome to both new and returning families of St. Margaret's Bay Elementary (SMBE)! As summer winds down, I'd like to take a moment to introduce myself and share a few important details as we get ready for the first day of school.

My name is Kelly Joy, Principal, and together with Lynn Reichheld (Vice Principal) and Roberta Inglis (Administrative Assistant), we are proud to serve as your admin team.

St. Margaret's Bay Elementary is a warm and welcoming school filled with dedicated staff who care deeply about your children. On behalf of our entire team, I extend a heartfelt welcome to the 2026-2027 school year. We look forward to working in partnership with you and supporting your child's learning journey.

This year, our focus remains on student learning and well-being. We are committed to strengthening collaboration, building relationships, and fostering a safe, inclusive environment that supports both academic growth and social emotional development.

Behind the scenes, lots of work has been done to prepare for your child's return. **Mr. MacNeil (Woody)**, **Ms. Schmidt (Connie)**, and **Mr. Tancock (Alex)** have made our school sparkle, and staff have been hard at work preparing classrooms and engaging in professional learning.

The building is alive with energy and anticipation! We're counting down the days until **September 3rd**, and we cannot wait to welcome students back. To stay informed, please check your email regularly for updates, and visit our school website at www.smb.hrce.ca.

Here's to a wonderful year ahead—we are so excited to begin this journey with you!

Kelly Joy and Lynn Reichheld

Important dates to remember in September

Thursday, Sept. 3: First day of school for students!

Thursday, Sept. 10: Stand Up Against Bullying Day

Friday, Sept. 25: Professional Development Day – No classes PP-12

Tuesday, Sept. 29: Observe Orange Shirt Day

Tuesday, Sept. 30: National Day for Truth and Reconciliation – No classes PP-12

St. Margaret's Bay Elementary School

Things to be aware of to prepare for school starting...

PowerSchool Opens for Families on September 2

PowerSchool will open to families on Wednesday, September 2 at 3 p.m. In PowerSchool, you'll be able to view your child's teacher(s) and/or class schedule.

Using BusPlanner

Everything you need to know about student transportation, including eligibility, stop times and stop locations can be found on BusPlanner. Once you register and subscribe, you can choose to receive email and/or text message notifications on changes to routes, bus delays or cancellations.

To sign up, go to BusPlanner at hrce.mybusplanner.ca and click on Parent Portal. Follow the instructions to create an account.

Don't have a BusPlanner Parent Portal account? Need help logging in? Please contact the HRCE Student Transportation Team through the Transportation Inquiry Form [here](#).

Nova Scotia School Lunch Program: Ordering is Now Open

We're looking forward to the 2026-27 launch of the Nova Scotia School Lunch Program! Beginning this school year, the program will be available in all public schools across the province.

Start date: Lunches at your school will begin on Tuesday, September 8.

Key dates for the first ordering cycle:

- Ordering opens: Friday, August 28
- Ordering closes: Wednesday, September 2, at noon

Registering and ordering: All lunches must be ordered through the online ordering system. To get started, visit www.NSLunch.ca and click "Order Now." Returning users can sign in using their existing account.

More information, including instructions on how to create a diner account, is available at www.NSLunch.ca.

Frequently Asked Questions

Who will be my child's teacher this year?

Teachers will be reaching out by email by end of day Wednesday to introduce themselves to families and children and provide any relevant information about the first day of school. This is one of the most important communications as they are asking you to confirm end-of-day dismissal arrangements. Please reply to your child's teacher/teachers. Please note that class change requests will not be accepted.

St. Margaret's Bay Elementary School

Arrivals and dismissal?

All students will arrive at school no earlier than 8:10am (when teacher supervision begins). They will be met at the bus loop area as they arrive to start the school day at 8:10. School staff will assist the children into the school through the main doors, and we will ensure that your child will find their classroom. Teachers will be waiting to greet your child inside as we start our first day together

There is no supervised outside play before the school day begins. Teachers will supervise students in their classrooms.

It is very important that we all do our part to limit congestion/crowds from gathering at the start and end of the day as we do not have parking spaces for families to get out of their cars. Please use the kiss and go lane/curb area for students drop off! It is located just beyond the accessible parking spaces. (Staff will be there for the orange vests)

When students arrive on the first day of school, either walking independently from the sidewalk or by bus, they will immediately be directed to the main doors and head directly to their classrooms. **ALL STUDENTS WILL ENTER THE MAIN DOOR** upon arrival. Pre-Primary students will still need to be dropped off to the teachers by a parent/guardian out front under the St. Margaret's Bay School Sign.

It can be a very exciting (and a little bit nervous) day for students, so we are asking for the support of all parents to remain outside the building and wish their child well from the school doors. This will allow all students to feel supported and set the expectations for the rest of the school year, right away.

Dismissal- Where possible walkers will be dismissed from the door closest to their classroom see map

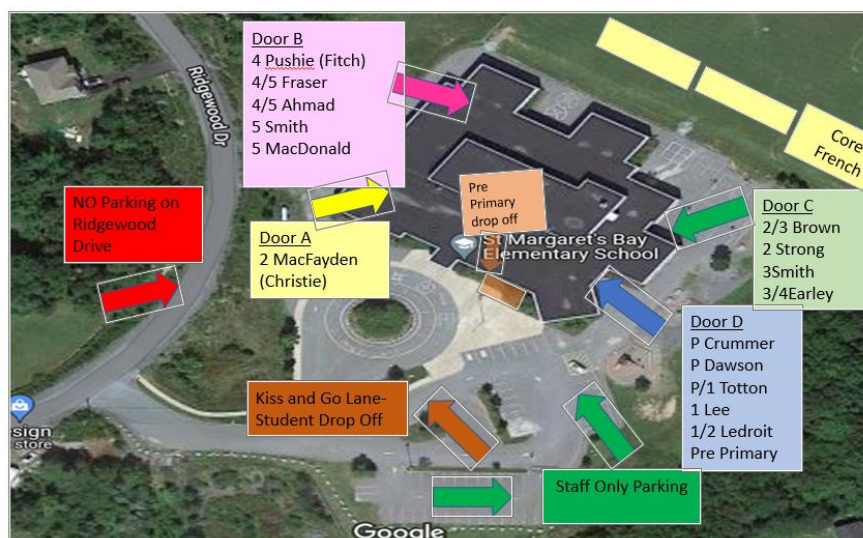
Door A- 2 MacFadyen (Christie)

Door B- 4 Pushie (Fitch), 4/5 Fraser, 4/5 Ahmad, 5 Smith, 5 MacDonald

Door C- 2/3 Brown, 2 Strong, 3 Smith, 3/4 Earley

Door D- Primary Crummer, Primary Dawson, P/1 Totton, 1 Lee, 1/2 Ledroit

Pre Primary- Teachers will notify parents of their dismissal routine.



St. Margaret's Bay Elementary School

What happens if my child takes the bus?

Children who take the bus will be met at the bus by school staff and directed to enter the school through the main doors at the front of the school. At the end of the day students will be placed on the bus by their teachers.

Can I come to school to meet the bus?

We would ask that you do not come to school to meet your child as they get off the bus as your child will be safely escorted into the school by several adults. If parents come to the school to try and meet their child as they exit the bus, it creates a crowd, and we need to minimize crowds for safety. Unfortunately, this is no longer a place to take pictures. Please take your back-to-school pictures before coming to the school.

What happens if students are late?

When students arrive late for school, they are asked to press the buzzer at the main door and check in at the office before they are directed to their classroom.

What will after school dismissal look like?

All students will be dismissed from their designated exit doors and accompanied by their teacher. If you are waiting for your child at the end of the day, please do not crowd the doors. It is important that all parents/guardians are present for dismissal time when the bell rings as there is no supervision of students after the bell. On occasion if you are late to the door your child will be sitting at the office waiting.

My child will be taking the bus. What do I need to know before the first day?

Please log onto MyBusPlanner (link found on HRCE website) to confirm pick up and drop of times and locations.

It is important to note that on the first few days your bus may be running behind as drivers learn new routes. Please be patient in this process.

While riding school buses, students should always remain seated and follow the safety rules of the bus.

Should my child bring a water bottle to school?

Yes! Please send a full water bottle with your child each day. There are bottle filling stations at different locations within the school for refills. We encourage students to bring them home at the end of the day to clean and fill back up for the next day. *Please ensure their name is on the bottle.*

How do I monitor the health of my child?

Our shared health is our shared responsibility. We need families to monitor the health of their child daily each day before they come to school and keep them home if they have cold or flu-like symptoms such as fever, cough etc.

St. Margaret's Bay Elementary School

If your child is displaying symptoms, please keep your child at home when they are ill- even if their symptoms are mild, and contact 811.

Students should not come to school when they are sick. If your child requires medication in the morning to relieve their symptoms enough to get through the school day, it may be more appropriate for them to remain at home. While medication can temporarily alleviate symptoms, it does not necessarily mean the child is well enough to participate fully in the school day. Keeping them at home allows them to rest and recover and helps ensure they return when they are genuinely feeling well, no longer contagious, rather than relying on medication to manage their symptoms throughout the day. By monitoring daily, you are doing your part to protect our shared health.

What is the Student Drop Off/Kiss and Go?

If you are dropping off students from grades Primary to Five at school - (Pre-Primary are excluded as parents need to hand them off to their Pre-Primary Teachers), use the Student Drop off area that we call the "Kiss and Go". Please follow the flow of traffic arrows that will lead you around the staff parking lot to the designated area. One of the school staff will be there to direct students along the sidewalk and into the school.

Please do not exit your vehicles as this causes major backups in the flow of traffic. Additionally, please wait to let students out of your car until you are in the "drop off area". By all working together, and following these directions, drop-off should be effective and efficient for all. Thank you for your assistance in keeping all of our students safe as they arrive/depart each day.

How do I contact Safe Arrival if my child will be absent that day?

Safe Arrival: 1-833-582-6940 - Student safety is our number one priority. If you are reporting your child absent from school, please call the toll-free number above, to let the school know if your child will be absent. Other options you can take to mark your child's absence would be to go to your child's PowerSchool <https://sishrsb.ednet.ns.ca/public/> or download the School Messenger App.

If your child is coming late to school, please call the school directly to let Ms. Roberta know. 902-826-3300 Ext 0.

How do I let you know that my child has medical concerns/conditions?

If your child has life-threatening allergies or a documented medical condition listed on file at school that requires a care plan, you will receive an email regarding next steps for completing the appropriate documents that will be sent home on the first day. Please return them to the school the following day with your signature. EpiPens and Puffers should come to school with your child on the first day.

If you have not heard from the school and feel that you should have been contacted, please email the vice principal (LWyatt-reichheld@hrce.ca) at the school and we will get the appropriate documents to you for completion.

St. Margaret's Bay Elementary School

How does the Provincial Cell Phones Policy affect my child?

In accordance with the Provincial Cell Phone Policy introduced during the 2024–25 school year, we kindly ask that students do not bring cell phones and smart watch technology to school. Additionally, as outlined in our School Code of Conduct, the unauthorized use of mobile devices during the school day or at school-related activities is not permitted. This includes cell phones and any other personal mobile devices with similar functionality. At the elementary level, these items are to remain out of sight and in book bags during the school day (this includes classroom and unstructured times which would be recess, lunch, and the bus). The expectation would also be for them to be turned off. Best practice would be for these types of technology to remain at home.

If families need to contact students during school hours, please call the main office at 902-826-3300 ext 0

Does my child need to bring lunch?

Children must bring lunch and recess snacks with them each morning. Please include the appropriate utensils (fork/spoon). Please remember when packing lunches, do not include allergens, as we are a peanut free school.

There is no cafeteria service for the first two days. As mentioned on page 2, ordering is now open and closes on Wednesday, Sept 2. We encourage students to bring home unfinished lunch items in their lunch bags, please make sure to check them daily.

How does the lunch hour work?

Lunch will be from 12:00-1:00. Students eat in the cafeteria with a rotating schedule.

12:00-12:20 Grades Primary and One eat in the cafeteria

12:20-12:40 Grades 4 and 5 eat in the cafeteria

12:40-1:00 Grades 2 and 3 eat in the cafeteria

For the remaining minutes during the lunch hour, students will have free time, typically outside weather permitting). Please dress for the weather as we may still go out in a light drizzle.

I have additional questions. Where can I get answers?

Check the school website <http://www.smb.hrce.ca>

If you have specific questions, please feel free to contact your child's teacher or the main office.

SMBE does not have any affiliation or contribution to information on any community social media platforms/groups other than our school website - www.smb.hrce.ca. We cannot guarantee the accuracy of information found on any other platform.