



Pinewood Elementary School
École Primaire Pinewood

IMPORTANT NOTICE
PROCEDURES PAYMENT OF FEES

In order to facilitate the collection of fees and distribution of school supplies and work books, the following procedures are implemented:

- Parents/Guardians must come to the main building to **pay fees and pick up school supplies prior to the first day of school** - on one of the dates indicated below.
- 50% of the school fees must be paid immediately upon receipt of the school supplies.
- The remaining 50% can be paid with a post-dated cheque by October 4th, 2010.
- All cheques must be made payable to the Sir Wilfrid Laurier School Board, clearly identified with your child's name

The school will be open on the following dates and times for payment of fees and for you to pick up your child's supplies.

August 18, 2009	8:00 - 12:00 pm	August 19, 2009	8:00 - 12:00 pm
	1:00 - 3:00 pm		1:00 - 3:00 pm
	6:00 - 8:00 pm		

Please note: School supplies and workbooks **WILL NOT** be distributed by the teachers in class. They must be picked up by the parents in August.

The first day of school will be August 31st, 2010 for grades 1-6. Kindergarten students will have a progressive entry schedule, more information will follow.

ON THE FIRST DAY - STUDENTS ARE REQUIRED TO BRING THEIR AGENDAS, PENCILS, ERASERS, COLOURED PENCILS AND SOME LOOSELEAF PAPER.

In order to avoid a heavy school bag, your child may bring in the remainder of the supplies over the first three days of school.

Thank you for your collaboration and have a pleasant summer holiday!

Sincerely,

A.Gionet
Principal