

Mrs. Valerie L. Smith Principal
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NORTH MEMORIAL SCHOOL
410 6TH AVE. N.E.
PORTAGE LA PRAIRIE, MANITOBA
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Dear Parents/Guardians;

This letter is to notify you of our lunch hour expectations at North Memorial School. **Attached is the lunch permission form which must be filled in each new school year before your child is allowed to stay.** Please fill this paper out and return it to your child's teacher. The permission note will be reviewed by the Principal and if your child is authorized to stay you will receive a phone call from the school. Please note that if you are not working, nor going to school, and your child is within walking distance of home, your child will be asked to return home to eat during the lunch hour. We do not have enough lunch supervision to accommodate everyone in staying for lunch.

File JCB – School Division Policy:

NOON HOUR LUNCH AT SCHOOL

Students residing within reasonable walking distance of their school are expected to return home for the noon break. Students are allowed to remain at school during the noon break if:

- the weather is unfavourable;
- the student is involved in school activities;
- additional tutoring is being provided;
- other extenuating circumstances warrant it.

In order for your child to stay for lunch this year; 2017-18 we require the following:

- **a lunch permission sheet to be filled out in order for your child to stay for lunch including your work phone number or school phone number.** This is very important in case of emergency.
- **If your child is staying periodically due to an appointment, we require a note to be sent to the Principal including an emergency contact number.**
- **For those staying during the lunch hour; please DO NOT send food that requires cooking** as there is not enough time in the noon hour to prepare everyone's food and have time to eat it.

It is expected that all students staying for lunch will be cooperative and respectful. If a student is not cooperative, they may lose their lunch privileges. We thank you in advance in helping us keep our supervision manageable by following these expectations.

Sincerely,
Mrs. Smith
Principal