



Immaculate Conception School



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Welcome Back!

A warm welcome back to all of our staff, students and families. I hope you all had a fun filled summer! We want to take this opportunity to extend a warm welcome to the new students and families who are joining our school community this year. We look forward to getting to know each of you throughout this upcoming school year. Welcome to our IC family.

The theme for this school year is *Rooted in Faith*. To be rooted is to be grounded, secure, and nourished. A tree's strength lies not in its branches but in the depth of its roots. So too, the strength of our students, staff, and school community lies in the depth of our rootedness in God — in His word, His Church, His sacraments, and His love.

This year we welcome Mrs. Myriam Wiens, who will be joining our school community as our Kindergarten teacher. Mrs. Wiens comes to us from Lac de Bois and has years of teaching experience in both primary and intermediate grades. We also welcome back Mrs. Hodgson, our former Grade 6 teacher, who will be covering one day a week in Grade 3, alongside Ms. Garden.

September 8, 2026, will be a full day of instruction for all grades. The exception will be Kindergarten, as there is gradual entrance for our young students.



Dates to Note

September 8

First day of classes beginning at 8:25 am – Full Day – Dismissal 2:30 pm
Kindergarten Group 1
Sept. 8 & 10

September 9

Kindergarten Group 2
Sept. 9 & 11

September 11

School Mass at 9 am

September 15

Used Uniform Sale
MunchaLunch open for October ordering at 3 pm

September 16

PSG Meeting at 7 pm

September 17

Open House at 6:30 pm

September 18

Kodiak Shirt Day
Terry Fox Run, 10:45 AM

September 22

MunchaLunch closes for October ordering at 12 PM

September 25

Pro D Day

September 29

Orange Shirt Day

September 30

National Day for Truth and Reconciliation -STAT

October 1

Individual & Class Photos

Tuition

Tuition One Child	\$360/mo
Two or More	\$550/mo

We look forward to the laughter and ample chatter that will soon fill our hallways. Our staff is excited to embark on another year filled with new learning adventures! We are eager for the blessings that this new school year will bring.

Welcome back Kodiaks!

Parking Lot Safety and Regulations

Please **DRIVE SLOWLY**, even if you are late! **Stopping at the top of the hill or crosswalk is not permitted** for picking up or dropping off. **Students and parents MUST use the pedestrian crosswalk to cross the parking lot. Please do not cross outside of the designated area.**

AM Drop Off – The row of parking stalls in front of the church are reserved for parishioners **ONLY!**

PM Pick Up – Parents are required to exit vehicle and pick up students in the designated pedestrian area in front of the school.

Accessible parking stalls are available only to designated users. We have 4 designated stalls in front of the office doors, strictly reserved for vehicles displaying an accessible parking pass. Monitoring of these spaces will occur both in the morning and afternoon, and parking rules will be enforced.

Parish Information

There are many ways to share your time and talents at Immaculate Conception, both in the parish and school. Please find a link to the latest parish bulletin [HERE](#) for more information. You can also keep up to date with parish information by visiting their website, <https://www.icparish.ca/>

First Day of Classes

Fall Fees

Fall fees are due on the last day of the month, September 30, 2026. Fee sheet is attached and can be paid by credit card online [HERE](#), by e-transfer to icsaccounting@cispg.ca, at the school office or by cash/cheque (please make cheques out to RCEC Immaculate Conception School).

Please email the bookkeeper, Nadine Forseille, at nforseille@cispg.ca if you would like all applicable fall fees and parent participation fees deducted from the payment method on file.

Important Information and Forms Due

September 30

Fall Fees due! These fees include the consumable fees, Gr 7 hoodies, etc.

Volunteer Sign Up Forms

Volunteer opportunities will be posted in the monthly newsletters and parents can sign up via google docs that will be listed on the website under the Parents tab, Letters & Forms. **Parents are required to record their volunteer hours on a google doc attached to the website**

Discipline & Computer Usage Policy – Gr 1 to 7

Signed by parents & students – please return by September 15th.

Student & Parent Yearly Commitment

Signed by parents & students - please return by September 15th.

Bell Schedule

First Bell	8:25 AM
Recess	10:15 -10:30 AM
Lunch	11:45-12:30 PM
Dismissal	2:30 PM

We request that parents call before bringing items to the school so a staff member may meet you at the door.

Parents may leave messages at the school office during class times. Classes will not be disrupted during instruction times.

Dress Code

As you are aware, Immaculate Conception School students are required to follow a specific dress code. An outline of our dress code is available on the school website [HERE](#). Students can purchase a school hoodie; however, this is not to replace the burgundy sweater and vests that are a part of the dress code. Students are **NOT** permitted to wear school hoodies during class. Students **CAN** wear their hoodies outside, on spirit days, during sporting events and out in the community to promote our school!

Specifically, we remind you that leggings, jeans or jogging style pants are not part of our dress code.

The official school uniform supplier is **Cambridge Uniforms and Next**. More information can be found on the school website.

School Supplies – Kindergarten to Gr 7

School supply lists are attached and can also be found on our website under the Parents tab, Letters & Forms. We greatly appreciate each student having the required supplies on the first day of classes.

Shopping Cards

Shopping cards will be available at the school office, Monday to Friday once school begins. You can find an order sheet on the website [HERE](#) or you can request one from the office. To purchase cards, please fill out the order form and provide it to the office. You will be contacted when your order is ready for pick up.

Important Information for Parents

School Calendar

The initial school calendar for the 2026-2027 school year is attached. A copy of this calendar is also included in grades 1 – 7 student agenda (please note that scheduled events may change or be cancelled). PD/NID days and holidays are included in the calendar and our website calendar will be updated regularly for events and information. The link to the calendar is located at the bottom of the News & Calendar tab.

It is parents' responsibility to **check the website calendar** regularly **before** contacting the school office for information.

Parent Volunteers

Our school operations are assisted by our Parent Participation Program. Our main goal of this program is to enhance our school community by encouraging parents to come together, as family involvement helps to create a successful school community.

Each family will be required to pay a fee of \$150 with their September tuition. This will be invoiced along with tuition in September and can be deducted automatically if you contact Nadine. If a minimum of 10 volunteer hours has been performed and recorded by May 31st, the \$150 will be attributed to the final tuition payment in June. Parents are asked to record their volunteer hours as they volunteer for each event. The record can be found on the school website under the Parent heading, Extra Curricular tab. You can also directly access the record sheet [HERE](#)

Volunteer opportunities will be posted in the monthly newsletters and parents can sign up via google docs that will be listed on the website under the Parents tab, Letters & Forms. Please ensure that updated criminal record check information is on file at the office in order to volunteer for activities involving students.

All volunteer parents wishing to help in a classroom at Immaculate Conception School **MUST** have the following on file:

- ❖ **A completed volunteer application form** – one time form submitted by family.
- ❖ **A current criminal record check** – This can be completed online [HERE](#)

All volunteer drivers must also have on file:

- ❖ **A completed volunteer driver application form**
- ❖ **A copy of their license**
- ❖ **Proof of vehicle insurance**
- ❖ **A drivers abstract** – This can be completed online [HERE](#)

All information and forms can be found on our website [HERE](#).

Parent/School Communication

Classroom teachers will communicate with parents in various ways through newsletters and communication platforms. Communication with teachers may be done through the class communication platform (if used by class teacher), by sending notes in student planners/agendas or by email. A complete staff listing with emails is available on our school website.

All forms and notes for the school office should be sent in with your child's planner, which classroom teachers will send to the office each day.

School Office Communications

A monthly school newsletter and mid-month bulletin will be sent by the office. The school website is kept up to date with information pertaining to MunchaLunch opening and closing dates, permission forms and news and events, including the school calendar.

Please read the newsletter and check the website and calendar!

If you cannot find what you are looking for on the school website or in the newsletter, general enquiries can be directed to the school office icsoffice@cispg.ca

For specific student related issues please email the principal directly kbarth@cispg.ca

Attendance & Punctuality

ABSENCES

Please contact the **school office AND cc the classroom teacher by EMAIL** before 8:25 AM, if your child is ill, will be absent from school, or will be arriving late.

Students must have an explanatory note for any absence from school. If the school is not contacted, the school administrative assistant will contact parents by email to request an absentee note. These notes are required for our attendance audit and imperative to our school funding from the Ministry of Education.

LATES

Co-operation of parents in punctual arrival of students is appreciated. Students are expected to be here **before the first bell at 8:25 AM**. If students come in late, **they must report to the office for a late slip**. Parents will be contacted regarding repeated lates. Thank you for ensuring our school day starts on time and with no disruption to classes.

Discipline & Computer Usage

Our school discipline and computer usage guidelines will be sent home with students the first week of school. Please review, sign and return this form to the teacher by September 15, 2026.

Tuition & Payments

Payment options are automatic debit, automatic credit card (payments can be set for either the 1st or 15th of the month), online through the school website, by e-transfer to icsaccounting@cispg.ca, or at the school office. New pre-authorization forms are attached and are required by the bookkeeper. Please fill them out and return them to the office if you would like pre-authorized debit/credit payments to continue.

Parent Handbook

We encourage all parents to review the handbook as there is a great deal of helpful information for parents. The complete handbook can be found on our school website under the Parents tab [HERE](#).

MunchaLunch

This year the school will continue "Dine in Tuesdays" and our traditional Hot Lunch Fridays using the MunchaLunch platform for ordering. Hot lunches are available from October until June. Attached is a parent letter for new and returning families explaining how to set up and access your account. Lunch order dates and vendors will be posted on the school calendar.

PSG Chair – 2026/2027 School Year

As we look ahead to next year, we are seeking a new PSG Chair.

The PSG will also be looking for someone to step into the role of Hot Lunch Coordinator for 2027. The volunteer will have 4 months (Sep-Dec) to operate the program with the current coordinator, Anita Allen, and then take over the position in January 2027.

If you are interested in learning more about these leadership opportunities, please contact **Mrs. Barth** at kbarth@cispq.ca

Thank you for your continued support of Immaculate Conception School.

School Council Member

We are seeking to add a council member for the September 2026/2027 school year.

The successful candidate must be a practicing Catholic who is able to complete a two-year term on school council.

If you are interested in learning more about school council or would like to apply for the position, please contact **Mrs. Barth** at kbarth@cispq.ca or **Mikolaj Piekarski** at mpiekarski23@gmail.com