



Holy Cross High School

MEMORANDUM

August 28, 2023

TO: Students and Parents/Guardians
FROM: K. Hayes, Principal
RE: Welcome to Holy Cross High School

Welcome to Holy Cross High School for the fall of 2023! Hope you are enjoying the summer break and looking forward to returning to school on September 5th.

I am excited to be at Holy Cross as Principal and looking forward to meeting the students and families.

This memo is to provide information regarding school start up. Thank you for taking the time to read over this important information.

1. School Opening Schedule

Friday, September 1st

Division Institute - School is Closed All Day

Tuesday, September 5th

First Day of Classes

Grade 9 ONLY (AM)

8:35 - Meet in Theatre for Grade 9 Orientation

Period 1 9:05 – 9:30

Period 2 9:35 – 10:00

Period 3 10:05 – 10:30

Period 4 10:35 – 11:00

Period 5 11:05 – 11:30

Grades 10 - 12 (PM)

Period 1 12:25 - 12:55

Period 2 1:00 – 1:30

Period 3 1:40 – 2:10

Period 4 2:15 – 2:45

Period 5 2:50 – 3:10

**Please note that city transit special bus service will only be available in the morning prior to the 8:30 a.m. start time and at the end of the day following the 3:10 p.m. dismissal. Students who use the special buses must make alternate transportation arrangements after the 11:30 a.m. dismissal and before the 12:25 p.m. start. **

Wednesday, September 6th

Regular school day for all students.

2. Photographs

Photographers will be at the school on Wednesday, September 6th (Grade 9 & 10 students) and Thursday, September 7th (Grade 11 & 12 students) during the school day to take a photo of each student. Retakes will be available on October 27th.

3. Student Timetables

Schedules will be available on MSS as of August 28th. The "My School Sask" tile can be found on the GSCS portal on your student's account. Schedules for students new to GSCS will be available for pickup at the Main Office on August 30 during office hours from 9:00 – 3:00 or on August 31 during office hours of 11:00 – 3:00.

Instructions to view timetable:

Log on to the GSCS web portal: <https://portal.gscs.ca/>

Click on the **MSS icon**.



In MSS enter your regular school username (student number) and password.

Click on **MY INFO TOP TAB** then click on the "**current schedule**"

4. Program Changes

Please note that we anticipate more disruptions than normal with schedule changes. Some students may experience a change in their schedule after the first week in September. We will do our best to minimize these changes; however, adjustments may need to be made to accommodate increased enrolment.

During registration in the spring, students were advised to make sure they knew which courses they wanted in their schedule. Schedule changes will be made for **educational reasons only**. Please do not request a change for personal convenience or preference. For schedule changes due to errors or omissions please fill out this form: [2023-2024 Holy Cross Student Timetable Change Request Form](#)

This form will be open on August 28 and the deadline for course changes requests is September 7. Please continue to follow your schedule until you have received an email from an Administrator or Counsellor indicating a timetable change. Not all change requests will be accommodated due to class sizes and reason for the change.

Timetable Change Request Form



5. Student Access to the School

The school is open on regular school days for students until 4:00 pm. Families should arrange for their children to be picked up by 4:00 pm unless they have a planned extracurricular activity with a staff supervisor.

6. Locks & Lockers

Grade 9 students will receive a lock and locker on September 5th. Students who are not in Grade 9 and new to Holy Cross can request a locker through this form: [New Students Grade 10-12 Locker Request Form](#). Students in Grade 11 – 12 who currently have a locker will continue to use the same locker as last year. Grade 10 students who wish to have a locker will also need to request one on the form. **The form will be open until end of day Sept. 7th.** All students must use the blue locks given out by the school. Grade 9 students will also receive a green lock from their Physical Education teacher which is to be used on Phys Ed lockers only. Students who have misplaced their lock or whose lock no longer works may purchase a new lock from the main office. Locks not purchased from the school will be removed by Administration.

7. School Supplies

Students should come to school equipped with a small supply of pens, pencils, binder(s), and paper. Teachers will advise students of other specific needs for their classes.

8. School Communication

The school's web site can be found at www.gscs.ca/hch. On our web page you will find the daily student notices, a calendar of events, the school handbook, and other important information about Holy Cross High School

Edsby will be our primary form of communication. It will be used:

- for day-to-day information from your student's teachers and the school,
- to [report student absences](#),
- to share evidence of student learning and access to progress reports/report cards,
- to share classroom news,
- to book three-way conferences, and
- to facilitate easy communication between parents/caregivers and teachers.

9. Student Attendance

To be academically successful, students must attend classes regularly and promptly. Parents and guardians play a major role in ensuring regular attendance for their child. Please notify the school prior to the start of classes if your child is going to be absent that day.

All absence reporting can be completed on Edsby. Please find a link below for information on how to use Edsby. If you need to be invited to download the link, please contact the main office after September 5th.

<https://edsby.com/help/parents>.

10. Extended absences

Regular student attendance is very important to complete the course outcomes and be successful in classes. Please do your best to plan vacations at the designated breaks, as extended absences may impact your child's academic success. If a student will be away for 5 or more days of school, they must fill out an extended absence form in advance. They are to obtain an Extended Absence form from the Attendance Secretary and talk to each of their subject teachers to determine what work will be missed and as such gather information to keep up with the material.

11. HC CSCC

The Holy Cross Catholic School Community Council (HCCSCC) will hold their Annual General Meeting on Tuesday, September 19th at 7:00 pm in the Holy Cross Library. All members of the Holy Cross Catholic school community are invited to attend. Parents wishing to volunteer to be on the Council can email Krista Hayes at khayes@gscs.ca or come to the meeting on September 19th to sign up.

12. Cafeteria Services

Regular Cafeteria Services begin Wednesday, September 6th, 2023. The cafeteria operates on a non-profit basis and provides meals at a reasonable cost.

13. Yearbook

If your child is wishing to receive a yearbook for the 2023-2024 school year, there will be an option in the MySchoolBucks store to be charged \$32.00 on their student fees. The yearbook is in full color. If they choose not to purchase a yearbook, they will not be charged for it. The decision to receive a yearbook is a final decision as books are ordered according to what has been paid for. **If your child does not pick up their previous year's yearbook by the end of September the following school year, it will be resold.**

14. Student Fees

School fee invoices will be issued through MySchoolBucks mid-September. Fees are payable to the main office by November 1st, 2023. If this is not possible, please speak with Mrs. D'Souza in the Main Office to make alternate arrangements for a partial payment schedule. If there are difficulties, please see Ms. Hayes. Payment can be made in the form of cash, cheque or debit at the main office, or by credit card by signing up for the MySchoolBucks App. Please click the link for more information: www.myschoolbucks.ca

We are currently updating our course fees and will be sending out more information regarding amounts in mid-September.

Textbook Fee

Textbooks are supplied with no charge to students; however, students will be charged for any lost or damaged textbooks at the end of each semester.

15. Band Instrument Rental Fee

Band students who rent instruments from GSCS will see this rental fee on the Student Fee statement in September.

16. Fee Refund

No refunds of student activity fees will be made. Refunds of course fees will be prorated after 15 days into the course up to 35 days. Students who withdraw from a course for which fees have been paid must speak to the main office regarding a refund.

17. Other Fees

Athletic fees are under the jurisdiction of the Saskatoon Secondary Schools Athletic Directorate. Students participating on an athletic team will be charged \$20.00 for each respective athletic team. The fee is payable to the coach once the student has been selected to the team. There is no refund of this fee; however, there may be additional fees depending on the sport.

Teams or clubs that choose to travel must cover the cost of the excursion, including the teacher supervisor cost. This type of excursion is completely voluntary. Teams or clubs that choose to purchase team apparel take full responsibility for these voluntary purchases.

Each year, student activity fees are based on the needs of the extracurricular program of the school. At the end of an academic year, a surplus may occur. These funds will be directed by the SRC for special projects of the school in the following academic year.

18. Band & Choir Costs – Assessed by the Music Parent’s Association

Gr. 9 Band	No uniform
Gr. 10 Band/Choir	\$10.00 uniform rental + \$100 damage deposit (postdated cheque for graduating year, or etransfer)
Gr. 11/12 Band/Choir	\$10.00 uniform rental

19. Transit Service

Please visit the Saskatoon Transit website at <https://transit.saskatoon.ca/route-and-schedules> for more information and route information.

**Holy Cross High School
Regular & Shortened Day Schedule 2023-2024**

Regular Day

8:30 am	Warning Tone
8:35 am – 9:42 am	Period 1 and Morning Prayer
9:47 am – 10:49 am	Period 2
10:49 am – 10:59 am	Break
10:59 am – 12:06 pm	Period 3 and Daily Notices
12:06 pm – 1:01 pm	Lunch
1:01 pm – 2:03 pm	Period 4
2:08 pm – 3:10 pm	Period 5

Shortened Day

8:30 am	Warning Tone
8:35 am – 9:20 am	Period 1 and Morning Prayer
9:25 am – 10:05 am	Period 2
10:10 am – 10:55 am	Period 3 and Daily Notices
10:55 am – 11:05 am	Break
11:05 am – 11:45 am	Period 4
11:50 am – 12:30 pm	Period 5

Semester 1: September 5, 2023 – January 26, 2024

Semester 2: January 31, 2024 – June 25, 2024

Shortened Dismissal

Days – 12:30pm

- Thursday, Sept 21st
- Wednesday, Oct 4th
- Thursday, Oct 26th
- Thursday, Nov 16th
- Thursday, Dec 7th
- Thursday, Jan 18th
- Thursday, Feb 8th
- Thursday, Mar 7th
- Thursday, Mar 21st
- Thursday, Apr 11th
- Thursday Apr 25th
- Thursday, May 9th
- Thursday, May 23rd

No School

- Friday, Sept 29th – Day in Lieu for National Day for Truth and Reconciliation
- Monday, Oct 2nd – Staff Retreat
- Friday, Oct 20th – SPT Conferences
- Monday Dec 25th – Friday Jan 5th – Christmas Break
- Monday, Jan 29th – Turn around day
- Tuesday, Jan 30th – Turn around day
- Monday, Feb 19 – Feb 23 – February break
- Friday, Mar 15th – SPT Conferences
- Friday, Mar 29th – Apr 5th – Easter Break
- Thursday, June 27th – Turn around day
- Friday, June 28th – Turn around day

Graduation

Wednesday, June 26th – 9:00am

Closed Days

- Friday, Sept 1st – Opening Institute
- Monday, Sept 4th – Labour Day
- Monday, Oct 9th – Thanksgiving
- Monday, Nov 13th – Day in lieu Remembrance Day
- Monday, Feb 19th – Family Day
- Friday, Mar 29th – Good Friday
- Monday, May 20th – Victoria Day