OUR LADY OF POMPEI

Student Agenda • 2026–2027

9944 St. Michel Blvd., Montréal, QC H1H 5G8
Tel: 514-381-0411 | Daycare: 514-381-1199
www.emsb.qc.ca/ourladyofpompei

This Agenda Belongs To	
Name: _____	Class: _____
Home Tel: _____	Work Tel: _____
Emergency Contact: _____	Tel: _____

Mission Statement

At Our Lady of Pompei Elementary School, our mission is to educate the whole child. We are committed to fostering the intellectual, physical, social, and emotional development of every student in our care. We believe this is best achieved within a learning environment that is caring, safe, healthy, inclusive, and stimulating.

Our goal is to provide programs and services that empower students to reach their full potential. We strive to nurture a passion for lifelong learning while developing literate, reflective, and critical thinkers who will contribute positively to society and their communities.

We recognize that student success is best achieved through a strong partnership among the school, home, and wider community. Together, we work to support and guide our students as they grow into responsible, compassionate, and contributing individuals.

In fulfilling our mandate to educate, socialize, and prepare students for the future, we place a strong emphasis on fairness, integrity, honesty, service to others, personal growth, and the development of lifelong learning skills.

Principal's Message

Dear Students and Parents,

Welcome to all new and returning students to Our Lady of Pompei Elementary School. Since opening its doors in 1961, our school has remained a strong pillar within the community, fostering a long-standing tradition of academic excellence, student well-being, and social responsibility.

Our school is a place filled with spirit, energy, and a strong sense of community. Our dedicated staff strives to provide every student with the best possible educational experience within a safe, caring, and supportive learning environment. We hope that each student enjoys their time at Our Lady of Pompei and experiences meaningful personal growth and success throughout the school year.

Achieving success requires a collaborative partnership among students, staff, and families. We encourage students to attend school regularly, arrive punctually, complete assignments and homework, bring the necessary materials to class, and follow the policies and procedures outlined in this agenda. We also ask parents and guardians to support their child by encouraging respect, responsibility, and a positive attitude toward learning and school life.

Please take the time to review this agenda together with your child. It contains important information regarding school policies, procedures, routines, and expectations, and serves as a valuable resource to help support student success throughout the year. We encourage students to use their agenda daily as an important organizational and communication tool.

On behalf of the entire school team, we welcome you and wish you a successful, rewarding, and enjoyable school year.

Sincerely,
Lisa Ancona, Principal

"Alone we go faster, but together we go further." — African Proverb

General School Information

School Day Schedule

	Pre-K & Kindergarten	Grades 1 to 6
Homeroom	8:50	8:50
Start of Class	8:55	8:55
Recess	10:25 – 10:45	10:25 – 10:45
Lunch	11:27 – 12:45	11:45 – 12:45
Homeroom	12:45 – 12:50	12:45 – 12:50
Recess	14:20 – 14:40	14:20 – 14:40
Dismissal	15:40	15:40

Telephone Numbers

School	514-381-0411
Daycare	514-381-1199
EMSB	514-483-7200
TRANSCO Bus	514-648-8625

Technology Concentration Initiative – S.T.E.A.M

This initiative allows students to develop a variety of skills across four main areas: robotics, coding, multimedia, and S.T.E.A.M. The robotics, science, and coding components are led by French teachers, while the multimedia component is led by English teachers. Every student from Pre-school to Grade 6 is provided with a device. Pre-school to Grade 3 use iPads, and Grades 4 to 6 use Chromebooks.

Supervision Before & After School

The schoolyard is not supervised before 8:40 a.m. Please ensure children are not in the schoolyard during unsupervised times. There is no supervision after school. Parents must be in the schoolyard at dismissal to pick up their child. Students who are not picked up at dismissal will be sent to daycare and daycare fees will apply.

Attendance

Regular and punctual attendance contributes greatly to a student's success. Appointments with doctors and dentists should be arranged before or after school hours or on pedagogical days to avoid missing classes.

If your child will be absent, please enter their absence using the Mozaik portal. Only if you are unable to access Mozaik, call or leave a message before 8:00 a.m. with the following information:

- Child’s name
- Teacher’s name
- Reason and length of absence

If no absence report is received, the school will contact you. Absences due to illness extending past five (5) days require a medical certificate. The principal may contact parents regarding any absence over two days.

Students Who Are Ill

Please keep your child at home if they are unwell. If a child attends school, they will be expected to go outdoors for recess and lunch. If a serious medical reason requires a child to remain indoors, a doctor’s note is required.

Lates

Every effort should be made to have your child arrive on time. Tardiness causes class disruptions. Students are expected to be in the schoolyard by 8:45 a.m. All students who arrive late must report to the office. Habitual lateness will result in a letter being sent home.

Early Dismissals & Changes to Dismissal Routine

Advise the school ahead of time, through the agenda, of any early dismissals or changes to end-of-day dismissal. All early dismissals take place at the front office. The main office is closed during lunch; no early dismissals during lunch hour. For unexpected changes, parents must call the school before 2:00 p.m.

Change of Address / Phone Number

Changes to address, home phone, work number, or other contact information should be reported immediately to the main office.

School Safety & Security

1. All visitors, including parents, must always enter and exit by the front door and report to the office.
2. Parents are NOT permitted to pick up or accompany their children to class.
3. Children are not permitted to leave school premises without prior written permission signed by a parent.

Volunteers & Visitors

All parents, volunteers, and visitors must report to the school office and sign in. A visitor's pass will be issued to anyone spending time in the school. Visitors must sign out and return the pass to the secretary when leaving.

Transportation

School Bus Service

Transportation is assigned to eligible students according to the EMSB Transportation Policy. Priority is given to:

- Pre-Kindergarten and Kindergarten students residing more than 0.6 km from the school within their distinct boundary
- Grade 1–6 students residing more than 1.4 km from the school within their distinct boundary

Accommodations for bussing may be offered when space is available, but can be reduced or cancelled at any time with written notice.

Car Transportation – Safety Rules for Drivers

4. Stop when school bus lights are flashing.
5. Do not stop, park, or block the reserved bus zone on J.J. Gagnier Street.
6. Do not double park.
7. Do not have your child exit in the middle of the street.
8. Do not have your child cross between cars or school buses.
9. Park your car and walk your child to the entrance of the schoolyard.

OUR CHILDREN'S SAFETY IS EVERYONE'S RESPONSIBILITY

Lunch Program

Lunch Supervision Program

All students are welcome to participate in the Lunch Supervision Program. In accordance with school board policy, the program is self-financing, all expenses are covered by parent fees set in consultation with the Governing Board. Failure to make payments in a timely fashion will result in loss of service.

Hot Lunch Program

Beginning in mid-September, hot lunches are available from our food supplier. If any modification is required, parents must contact the food supplier directly. Meals not consumed will not be stored.

Lunch Rules

The goal is to provide a pleasant, safe lunch environment. All students must follow these rules:

- Students registered in the lunch program are not permitted to go home at lunchtime unless they bring a signed note from a parent, given to their teacher upon morning arrival.
- Students must show respect and good manners to classmates and lunch monitors.
- Students must remain seated for the duration of lunch, clean up their eating area, and place all garbage in the bins.
- Students must speak in a moderate tone and remain quiet when signaled by their monitor.
- Throwing food or other objects is not permitted.
- Students should bring a nutritious lunch. No junk food. Please include utensils. Glass containers and soft drinks are forbidden.
- Students must remain with their lunch monitor unless participating in a lunch activity or tutorials; in that case, they must notify their monitor.

The second portion of the lunch period is held outdoors. Students should be dressed appropriately. Snow pants and boots are mandatory in winter until the schoolyard is dry.

Any child who does not follow these rules is subject to disciplinary measures, which may include detention, suspension, or expulsion from lunch services.

Communication & Homework

Communication

Messages to parents are placed in the student's agenda book and/or made available on Google Classroom and/or sent via email. Parents are asked to check their child's agenda daily. General school memos will be sent by email. Additional information may be found at: www.emsb.qc.ca/ourladyofpompei/.

Homework

Homework is an important extension of classroom learning. It provides practice, independent study, research, reading, writing, and project opportunities. The amount of homework will vary by cycle. Homework is assigned weekly and students are expected to complete it on time.

Requests for homework must be made only for absences of two days or more. Contact the teacher by email or call for homework pickup before morning recess. In the case of vacation absences, homework may not be pre-assigned. Check online notifications and your child's agenda daily, including the transparent pocket folder.

Students will not be allowed to return to their lockers once dismissed. It is the student's responsibility to ensure they have all materials before dismissal.

Library Books

Students may borrow two books per week, one in English and one in French. No additional books may be borrowed until the previous books are returned. Parents are responsible for ensuring borrowed books are cared for and returned. Lost or damaged books must be paid for by parents.

Lost & Found

Each year, many items of clothing and personal belongings go unclaimed. Parents are urged to label the inside of their child's clothing, footwear, lunch boxes, and school bags. Clothing not claimed by the end of the school year will be donated to a charitable organization.

Excursions & Field Trips

Field trips are a positive educational experience held on regular school days. Students are expected to attend. The principal and/or teachers may exclude a student from a field trip if their participation may be detrimental to the safety and security of themselves or other students. Parents will be notified in advance of any such decision.

Physical Education

All students are expected to participate in Physical Education classes. A parent note is required to temporarily excuse a student. If a student needs to be excused for an extended period, a medical certificate is required. Students must wear the compulsory Physical Education T-shirt.

Use of Technology & Valuable Objects

Students should only bring items needed for instruction. Toys, trading cards, and personal electronic devices such as phones, tablets, and gaming devices are not permitted in school and will be confiscated if brought. The school is not responsible for lost, damaged, traded, or stolen personal belongings.

Use of school technology is strictly restricted to educational purposes. Students who use technology inappropriately may lose this privilege.

Health & Medical

Student Accident Insurance

Student Accident Insurance is made available to parents at the beginning of the school year, providing additional coverage not normally covered by Medicare. Payment is made directly to the insurer as indicated on the insurance form.

CIUSSS Services

The CIUSSS Ahuntsic–Montréal Nord provides a Nurse once a week and a Dental Hygienist on a sporadic basis.

Medication

Administering medication is the responsibility of parents. The school will assist only when:

- Every effort has been made to have the child medicated at home.
- The medication is prescribed by a doctor (non-prescribed medication will not be administered).
- The container has a prescription label with the doctor's name.
- A dated school medical form or signed parental note absolving the school of responsibility is provided.
- The child is willing to take the medication.

Children with prescribed asthma pumps are strongly recommended to carry them in their school bag daily.

Pediculosis – Head Lice

Parents are urged to periodically check their children for head lice. If head lice is discovered, parents will be called to pick up their child. Treatment must be completed before the student may be readmitted to school.

Infectious Diseases

If your child has a contagious disease, please inform the school as soon as possible. Your child must remain at home until they are no longer contagious and are able to participate in school activities. In certain cases, a doctor must deem the child fit to return.

Anaphylaxis – Nut & Peanut Allergies

Many students suffer from severe allergies to nuts and peanuts. Please ensure all recess snacks and lunches are nut/peanut free. Read labels carefully before placing food in your child's lunch box.

Students with severe allergies are advised to refrain from the snack program. Remind children with severe allergies never to share food. We urge all parents to comply strictly with these requests to avoid a potentially fatal reaction.

Emergency Evacuation Shelter

Should evacuation of the building be necessary, students will be taken to Atelier School next door, or to the Our Lady of Pompei Church basement or Presbytery basement. Once at the evacuation center, parents will be contacted.

Daycare

The school provides daily daycare services before school starting at 7:00 a.m. and after school from 3:40 p.m. to 6:00 p.m. Daycare is also available to regular users on pedagogical days. For more information, call 514-381-1199 or refer to the Daycare Handbook on the school website.

Student Code of Conduct

Our school code of conduct sets forth a model of appropriate behaviors to help create a positive learning environment. All students are expected to work to the best of their ability, develop healthy interpersonal relationships, and respect all others in the school community. Each student has the obligation to respect the rules of conduct and will be held responsible for any breach.

Zero Tolerance Policy

In line with the EMSB's Safe Schools Policy, there is zero tolerance for:

- Acts of violence motivated by race, sexual orientation, religion, or language
- Physical and verbal aggression towards students and staff
- Consumption and/or possession of illegal and controlled substances
- Public endangerment
- Bullying, harassment, or cyber bullying/harassment
- Theft and vandalism
- Use of electronic equipment to record or capture the likeness of an individual

Failure to comply is a major breach of discipline. Disciplinary actions may include detention, suspension, exclusion from school, and police involvement.

Expected Student Behavior

- Follow the instructions and directives given by school staff.
- Be respectful and polite towards other students, school staff, and administration.
- Use appropriate language when addressing or referring to others.
- Maintain academic integrity by refraining from cheating or plagiarism.
- Move in a safe and quiet manner in and around the school.
- Play safely using only equipment provided by the school; no snowballs or rough body contact.
- Be respectful of others' personal belongings, classroom materials, and school property.
- Keep the school clean by disposing of garbage properly and not chewing gum on school grounds.
- Be a good role model for others in school.

Free Morning, Recess & Lunch Entry

At the sound of the bell, students will enter the school in a calm and orderly fashion.

Dress Code

Our school strives to instill in students a sense of belonging and identity. A dress code promotes good behavior and fosters a positive educational experience. The school colors are NAVY BLUE AND WHITE. All students are expected to come to school appropriately dressed and well-groomed.

Permitted Clothing

- NAVY BLUE BOTTOMS: Plain navy-blue tunic, skirt (no shorter than knee length), pants, or bermudas
- WHITE TOPS: Plain solid white blouse, shirt, t-shirt, turtleneck, or polo
- BLUE SWEATER: Plain solid navy-blue sweater, sweatshirt, hoodie, or cardigan
- SHOES/BOOTS: Boots are required in winter; students must have indoor shoes to change into. Boots are not permitted in the classroom. Students who cannot tie laces must wear Velcro shoes.
- PHYSICAL EDUCATION: Navy blue shorts, school P.E. T-shirt, athletic running shoes (no sneakers)

All garments must be plain, no stripes or designs.

Not Permitted

- Jeans, tights, and/or spandex shorts or pants
- T-shirts/tops with pictures, slogans, or messages
- Tank tops, halter tops, camisoles, or clothing that reveals the midriff
- Rolled-up pants, ripped fringes
- High heels, platform shoes, running shoes with wheels, strapless sandals, or flip-flops

Discouraged

- Expensive or costume jewelry
- Makeup or nail polish
- Backpacks on wheels (strongly discouraged for safety reasons)

On days when students are permitted to deviate from the color code, they must still dress appropriately for a school environment and observe the restrictions listed above.

Physical Education Policies & Procedures

It is the student's and parent's responsibility to know when Physical Education is scheduled and ensure the student is dressed appropriately. Required attire: blue shorts, school P.E. T-shirt, and running shoes with non-marking soles. For outdoor winter activities: snow pants, hats, scarves, and gloves.

Students must also:

- Keep shoelaces tied and long hair tied back
- Wear protective equipment when necessary
- Walk when entering and exiting the gym
- Behave appropriately when changing before and after class
- Change back into school clothes after Physical Education
- Remove all jewelry (necklaces, rings, bracelets, watches, and earrings) on P.E. days

School Bus Policies & Procedures

The bus driver is responsible for the safety and security of all passengers and is in charge during the bus route. Students must respect all transportation rules. Bus drivers will report infractions to the principal. The school bus is not to be used for students visiting a friend's house.

Student Rules on the Bus

- Always arrive at the bus stop 10 minutes early.
- Wait for the bus to come to a complete stop, then board in single file.
- Find your assigned seat quickly without pushing. Keep the aisle clear.
- Remain seated and talk quietly. Do not eat, drink, chew gum, or leave trash on the bus.
- Always listen to the driver's instructions.
- Never put your head or arms out of the windows.
- Never throw any objects out of the windows.
- Glass or sharp objects are not permitted on the bus.
- When getting off, wait until the bus comes to a complete stop before leaving your seat.
- Walk a safe distance from the bus so the driver can see you are out of danger.

Bus Disciplinary Procedure

1st Offense	A letter of warning will be issued notifying parents that any further incident will result in suspension of bus transportation services.
2nd Offense	The principal will notify parents in writing that transportation has been suspended for 1 to 3 days.
3rd Offense	The principal will notify parents in writing that transportation has been suspended for 3 to 5 days.
4th Offense	The principal will notify parents in writing that transportation has been suspended temporarily for reasons of safety and security.

BUSSING IS A PRIVILEGE. THE SAFETY OF ALL CHILDREN ON THE BUS IS EACH STUDENT'S RESPONSIBILITY.

Withdrawal of bus privileges does not relieve the student or parent of their responsibility to attend school.

Disciplinary Measures

All staff members are responsible for intervening in discipline. Any breach of expectations, policies, and procedures outlined in this agenda may result in disciplinary measures. These may include:

- Gestures of reconciliation, restitution, or payment of damages
- Reflections or letters of apology
- Loss of school privileges
- Exclusion from field trips and school activities
- Detentions or suspensions
- Expulsion from school or the school board

Depending on the nature of the breach, a parent may be required to meet with the school's administration. A parent must meet with administration before a student is reintegrated following a suspension.