



Centennial
Christian School
HEAD • HEART • HANDS

Elementary

Parent Handbook

2026-2027

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Welcome & Who We Are

Welcome to Centennial Christian School!

Welcome to Centennial Christian School! This handbook is designed for parents and guardians of students in Kindergarten through Grade 7. Separate handbooks are available for Preschool and High School.

We hope this handbook helps you understand the day-to-day life of our school and answers many of the practical questions that come up during the school year.

What is Centennial Christian School?

Centennial Christian School (CCS) is a Christian school serving students from Preschool through Grade 12. The school is operated by the Terrace Calvin Christian School Society and is rooted in the authority of God's Word and a Reformed Christian worldview.

At CCS, we believe that all of life belongs to God. Our desire is to help students grow as God's image bearers, discover their place in God's story, and use their gifts in service to God and others.

Who runs the school?

Centennial Christian School is governed by a Board elected from the membership of the Terrace Calvin Christian School Society.

CCS Vision Statement

Centennial Christian School is a community that is based upon the sovereignty of God and the authority of His Word. Through the redeeming work of Christ and by the power of the Holy Spirit, we are enabled to serve and glorify God in all of life and to uphold the Lordship of Christ in all things.

Holding this world view, which recognizes everyone as created in God's image, we seek to support each other in nurturing the unique gifts of all students. Through example and instruction, we equip each student with knowledge, skills, and understanding, challenging them to exercise discernment and stewardship in all aspects of life. We intend the entire learning environment to reflect the diversity and unity of God's creation.

CCS Mission Statement

Head, heart, and hands; learning in and with community.

Getting Started at CCS

Who can come to CCS?

Centennial Christian School welcomes families who support the school's mission and vision. We are committed to providing a safe, inclusive, and welcoming learning environment for all students, regardless of sex, race, religion, culture, sexual orientation, gender identity, or gender expression.

Families new to CCS meet with the principal as part of the enrolment process. This conversation provides an opportunity to learn more about the school's mission and vision, discuss the responsibilities of membership in the Terrace Calvin Christian School Society, review financial obligations, and consider whether CCS is able to meet the needs of the student.

Following this process, recommendations for full or associate membership are made to the Board. All new members are required to attend the New Parent Orientation Meeting held in the fall.

Families interested in enrolling a child at Centennial Christian School are encouraged to contact the school office for more information.

How much is tuition?

Tuition is set annually. The current tuition schedule is shared with families before the start of the school year and is available from the school office. Questions about tuition can be directed to our Business Manager at finance@centennialchristian.ca.

What supplies will I need to buy?

Students in Kindergarten through Grade 7 should come to school with:

- a pencil case
- markers
- pencil crayons
- a pencil sharpener
- a pair of non-marking indoor shoes suitable for PE

Students in Grades 4-7 also need:

- blue, black, and red pens
- shorts and a T-shirt in a drawstring bag for PE

The school provides other basic classroom supplies, including pencils, erasers, and notebooks. Teachers will let families know if any additional supplies are needed for a particular class or activity.

The School Day

What are the school day hours?

The opening bell rings at 8:50 a.m., and classes begin at 8:55 a.m. Students should arrive in enough time to be ready for the start of the school day.

Time	School Day
10:26-10:40 a.m.	Morning recess
12:05-12:20 p.m.	Lunch - students eat in their classrooms
12:20-12:55 p.m.	Lunch recess - students go outside
3:05 p.m.	End of the school day

Where can I drop off and pick up my child?

Parents may use the north or south parking lots of the Christian Reformed Church for student drop-off and pick-up.

Families using the CCS parking lot should not stop directly in front of the main entrance. Please continue to the far end of the parking lot near the high school doors before dropping off or picking up students. This helps keep traffic moving and prevents vehicles from backing up onto Sparks Street.

School ends at 3:05 p.m. Please make arrangements to pick up your child promptly. Students who are waiting for a ride will be supervised until 3:30 p.m.

What do I do if my child is late or absent from school?

Regular and punctual attendance is important for student learning. If your child will be absent, please notify the school before 8:40 a.m. using the CCS App or by phoning the school office.

When an extended absence is unavoidable because of illness or other circumstances, parents are encouraged to communicate with the teacher so that home and school can work together to support the student's return to learning.

Whenever possible, families are asked to plan vacations and other discretionary absences during scheduled school breaks. Much of the learning that happens at school comes through instruction, discussion, collaboration, practice, and other classroom experiences that cannot be replaced by work sent home.

When a family chooses to take a vacation or other extended absence during instructional time, parents assume responsibility for helping their child catch up on missed learning. Teachers are not expected to prepare individual work packages in advance, recreate missed lessons, or provide additional individual instruction to reteach material missed because of a planned absence. Upon the student's return,

teachers will help identify important learning or work that needs attention as part of their regular classroom responsibilities.

Students who arrive late must check in at the school office before going to class. If lateness becomes frequent, the teacher or administration will connect with the family to address the concern.

What happens at recess and lunch?

Students are expected to go outside during recess and lunch unless a teacher has given them permission to remain indoors. Please make sure your child comes to school dressed appropriately for the weather.

Students have access to a variety of sports and play equipment stored in an outdoor equipment bin. Students who bring their own sports equipment to school are also expected to store it in this bin rather than in the boot rooms, where space is limited and equipment can create extra clutter and dirt. Please clearly label any personal equipment brought to school.

The same expectations for respectful behaviour that apply throughout the school day also apply on the playground. Play fighting, pushing, shoving, tackling, and other rough play are not permitted. Staff will respond when problems arise and will work with students to address unsafe or inappropriate behaviour.

Are there any food restrictions I should be aware of?

There are no school-wide food restrictions at CCS at this time. When a student has a significant food allergy, families in that class will be informed of any specific food restrictions that need to be followed.

We encourage families to send nutritious food that will help students learn and participate well throughout the day. Pop and energy drinks should not be brought to school.

Students should eat the food packed for them and should not trade or share food with other students. Uneaten food should be taken home.

Is there a dress code?

CCS does not require a school uniform. Students are expected to come to school dressed appropriately for learning, school activities, and the weather.

Clothing should:

- provide appropriate coverage for a school environment
- allow students to participate safely and comfortably in school activities
- not display words, images, or messages that are inappropriate, offensive, or inconsistent with the values of the school

Parents are encouraged to label coats, PE clothing, and other easily misplaced items with their child's name.

Can my child bring a phone or other electronic device to school?

Elementary students should not bring personal electronic devices to school, including mobile phones, smart watches, tablets, or other connected devices.

If a student needs to contact a parent or guardian during the school day, they may ask their teacher for permission to use the classroom phone. Parents who need to get an important message to their child during the school day may contact the school office.

If a student brings a personal electronic device to school, it must remain stored and unused. If a student is found using or carrying a device during the school day, a staff member will hold it until the end of the day.

What is an Early Dismissal?

Early Dismissal days are generally held on the last Tuesday of each month. These afternoons provide time for teachers to engage in professional learning, collaborate with one another, and work together to improve teaching and learning at CCS.

School ends at 2:05 p.m. on Early Dismissal days. Please be prompt in picking up your children so that staff can begin their professional development time.

How do I know if school has been cancelled due to weather?

If school is closed or delayed because of severe weather or another emergency, families will be notified through the CCS App. Closure information will also be posted on the school website and our social media accounts.

Please make sure notifications are enabled in the CCS App so that you receive timely updates.

Learning & Communication

How do I find out what is happening at the school and in my child's class?

We use several ways to keep families informed.

Friday Flapper

The Friday Flapper is our weekly school newsletter and is emailed to families each Friday. It includes important announcements, upcoming events, reminders, and information about school and Society activities. We encourage parents to read it each week.

CCS App

The Centennial Christian School App provides quick access to school news, calendars, resources, and important notifications. Families are encouraged to install the app and enable notifications so they receive information such as school closure notices and other timely updates.

Contact the school office if you need help accessing the app.

Classroom Communication

Teachers communicate regularly with families about learning, classroom activities, upcoming events, and other information specific to their classes. The method and frequency of communication may vary by teacher and grade.

Social Media

School events, celebrations, reminders, and photos are also shared through our Facebook and Instagram accounts.

We encourage parents to stay in regular communication with their child's teacher and to share both questions and encouragement as they arise.

How can I communicate with my child's teacher?

We encourage regular communication between parents and teachers. Questions or concerns about your child's learning, behaviour, or classroom experience should normally be directed to your child's teacher first.

Teachers may be contacted by email or phone before or after the school day. Please keep in mind that teachers are not usually available to respond while they are teaching or supervising students.

Please avoid contacting teachers during our regular staff meeting times:

- Monday mornings from 8:00-8:45 a.m.
- Tuesday afternoons from 3:30-5:00 p.m.

Teachers will respond to messages as soon as reasonably possible.

Parents are encouraged to make routine after-school arrangements with their children before the school day begins. If an important message needs to reach your child during the day, please contact the school office.

Will my child get homework?

Homework is generally limited in the primary grades. As students move into the intermediate grades, they may occasionally be asked to complete work at home, review learning, study, read, or work on longer-term projects.

Students who have had sufficient time to complete assigned work during class may sometimes be expected to finish that work at home.

Teachers will communicate with families when there are specific homework expectations or when unfinished work is becoming a concern.

How will I know how my child is progressing?

Report cards are issued three times during the school year. They communicate your child's progress in relation to the learning standards and identify areas of strength, growth, and next steps.

Report cards are only one part of how we communicate student learning. We encourage regular communication between parents and teachers throughout the year.

Following the first report card, parents attend a parent-teacher conference with their child's teacher. Three-way conferences involving the student, parent, and teacher are held near the end of the second

term. At the end of the school year, families are invited to our Celebration of Learning. Additional conversations or conferences may be arranged whenever parents or teachers feel they would be helpful. CCS uses the following proficiency scale when communicating student learning:

Descriptor		What it means
Emerging		The student is beginning to demonstrate learning in relation to the learning standards and requires significant support. Emerging does not mean failing.
Developing		The student demonstrates partial understanding and is becoming more consistent in relation to the learning standards. Support or prompting may still be needed as the student develops greater independence.
Proficient		The student consistently demonstrates the expected learning in relation to the learning standards. Proficient is the goal for all students and does not mean perfect.
Extending		The student demonstrates learning with greater depth and complexity and is able to apply learning in new contexts. Extending is not a bonus or reward, and it is not the goal for every student.

IE (Insufficient Evidence) may be used when there is not enough evidence available to determine a student's level of proficiency.

What happens if my child loses or damages a library book?

Students may borrow books from the school library and are responsible for returning them on time and taking good care of them. Families will be notified when books are significantly overdue, lost, or damaged.

Parents may be asked to reimburse the school for lost or damaged books.

If you have questions or concerns about a particular library book, please contact the school.

Living in Community

What happens when my child is involved in conflict at school?

Centennial Christian School is a community, and we want our relationships with one another to reflect our commitment to love God and our neighbours. The Bible guides our expectations for how we treat one another and how we respond when conflict or inappropriate behaviour occurs.

Discipline at CCS is intended to guide, correct, and restore. We use Restorative Practices to help students work through conflict, take responsibility for their actions, repair harm, and restore relationships. We seek to approach these situations with love, concern, firmness, and fairness, recognizing each person as an image bearer of God.

Good communication between home and school is an important part of this process. If parents have a concern about a situation involving their child, they should begin by speaking with the teacher involved. If further discussion or clarification is needed, parents are welcome to contact the administration.

How can I help?

Parent involvement is an important part of our school community, and there are many ways to contribute throughout the year.

Volunteer opportunities may include:

- helping with school events and special projects
- serving on committees
- assisting with fundraising
- participating in school clean-up days
- helping in classrooms or sharing an area of expertise
- driving or chaperoning for field trips and other activities
- supporting students through tutoring or other classroom needs

Hearts and Hands, our parent fundraising committee, supports a variety of school needs and special projects throughout the year. New volunteers are always welcome.

If you would like to get involved, contact the school office or watch the Friday Flapper for current volunteer opportunities.

Field Trips & Student Care

Can I come on a field trip?

Field trips are an important part of learning at CCS, and parents may be invited to help as drivers, chaperones, or other volunteers.

Parents who volunteer to work with students must have a current criminal record check on file with the school. Volunteer drivers must also meet the school's requirements for licensing, insurance, and vehicle safety. Current driver requirements will be provided when volunteers are requested for a trip.

At the beginning of the school year, parents will be asked to complete a general permission form allowing their child to participate in local, low-risk field trips. Separate permission and information forms will be sent home for trips involving a higher level of risk or other circumstances that require specific parent permission.

CCS also has a school bus available for school activities. Bus drivers must have a valid unrestricted Class 4 driver's licence, a current driving abstract, and a criminal record check on file with the school.

Parents who have questions about a field trip are encouraged to contact the teacher organizing the trip.

What happens if my child gets sick or is injured at school?

If your child becomes sick or is injured during the school day, a staff member with appropriate first aid training will assess the situation and provide care as needed.

Parents or guardians will be contacted when a student needs to go home or when we believe they should be informed about an illness or injury. Please make sure the school always has current contact information for your family and emergency contacts.

Significant injuries and first aid provided at school are documented according to school procedures. If an injury requires urgent medical attention, the school will take appropriate action and contact the parent or guardian as soon as possible.

After School

Can I sign up for After School Care?

After School Care is available for students in Kindergarten through Grade 6.

Day	Care Hours
Regular school days	3:05-5:05 p.m.
Early Dismissal days	2:05-5:05 p.m.
Professional Development Days	8:50 a.m.-5:05 p.m.

After School Care is not available on statutory holidays or during Christmas Break, Spring Break, or Summer Break.

Registration for regular school days and Early Dismissal days must be completed by 12:00 noon that day. Registration for Professional Development Days must be completed by 12:00 noon on the previous school day.

Please contact the school office for registration information or questions about the program.

A Final Word

Thank you for being part of the Centennial Christian School community. We believe that educating children is a shared work, and we are grateful for the partnership between families, teachers, staff, and the wider school community.

We know that no handbook can answer every question that may come up during the school year. When you have questions, concerns, or something to celebrate, we encourage you to connect with us. Good communication and strong relationships help us care well for our students and for one another.

Together, we seek to help our students grow in ***head, heart, and hands-learning in and with community*** as they discover their place in God's story and learn to use their gifts in service to Him and to others.

We look forward to learning and growing together this year.