



St. Francis of Assisi Middle School

Dear Parents and Guardians,

We hope this message finds you well. During the last two weeks of June, St. Francis students will take final exams and provincial achievement tests in Language Arts, Mathematics, Science and Social Studies. These tests assess student knowledge and skills against provincial standards for Grades 6-9. The results help us improve our teaching practices for the next school year. Your support in helping your child prepare for these exams is greatly appreciated.

Below is the schedule for our Year-End Final Exams, Provincial Achievement Tests, early dismissal times, and the permission form. After each exam, we provide a structured review session. Students can leave early with parent/guardian permission after the mandatory review.

The permission form (Google Form) embedded in this letter must be completed by a parent/guardian for your child to leave at the scheduled early dismissal times following the mandatory review sessions on June 18, 19, and 20th. Students without a completed early dismissal permission form will remain at school until regular dismissal and will be provided with a location to study independently. Students who have permission to leave the school at the designated early dismissal times will be required to leave the school grounds.

As we have a large student body, we regret that we **cannot accept phone calls or emails** for early dismissal on exam days. To request and provide permission for early dismissal for your child, please complete the Google form by 3:30 p.m. on Monday, June 10.

[STF: Early Dismissal Permission Google Form.](#)

Students will not be allowed to leave before the scheduled dismissal at 1:30 PM on June 18 and 19, even with the early dismissal permission completed.

Students will have time to eat lunch on June 18 and 19. The cafeteria will be open with a limited menu. The last day of cafeteria service is Friday, June 21. After that date, all students must bring lunch from home.

Important Notes for Exam Week:

- Bus students who stay until the end of the day can ride the yellow bus home. Those with permission to leave early must have their transportation home arranged by their parents.
- Students not dismissed early will have a supervised location to study independently for upcoming exams.
- June 27 is an organizational day for staff and the school will not be open for students. Final marks are available via Schoology from June 27 to July 31, 2024.
- Students must return all textbooks on the day of their final exam. They are responsible for all assigned textbooks and locks assigned to them at the beginning of the year. Lost items must be reimbursed at replacement cost, which will be reflected in Rycor and can be paid online.

- Lockers: Please be advised that all students are required to clean out their lockers on June 25 and June 26. Students should bring a bag to transport all of their belongings home. Any items not claimed by 11:45 am on June 27 will be disposed of through clothing banks, recycling or the garbage bin. If your child will not be in attendance during the last few days of school, please ensure that they clean out their locker before leaving for the summer break.

The itinerary for all students on June 18 and 19	
8:45 AM - 9:15 AM	Teacher-led review session
9:15 AM - 11:30 AM	Testing - Writing time as per exam instructions
11:30 AM - 12:30 PM	LUNCH - eating for 30 minutes and outside for 30 minutes
12:30 PM - 1:30 PM	Mandatory Review Session 2 for next day's exam
1:30 PM	Dismissal - WITH PERMISSION ONLY
The itinerary for all students on June 20	
8:45 AM - 9:15 AM	Teacher-led review session
9:15 AM - 11:45 AM	Testing - Writing time as per exam instructions
11:30 AM	Dismissal - WITH PERMISSION ONLY

Yours in Christ,

Rori-Lynn Daniel
Principal

Kelly Jacobson
Vice-Principal

Kathleen Robinson
Vice-Principal