École Constable Edward Finney School
25 Anglia Avenue
Winnipeg MB R2P 2R1
phone: 204-694-8688
fax: 204-697-0139
Email: constable.finney@7oaks.org

2026-2027

École Constable Edward Finney School Handbook

2026-2027

Welcome to École Constable Edward Finney School! It is a pleasure to have your family as part of our school community. This booklet contains important information about our staffing, programs, and guidelines for the school year. Please take some time to review this information, and do not hesitate to call us at 204-694-8688 with any questions you may have. **The Blue Pod and Green Pod doors will be locked at 8:45am everyday. If your child is later than 8:45, please have them come in through the front door.**

Our school follows a **Balanced School Day** timetable, except for our Kindergarten classes which are half-day programs. Here is our **daily schedule**:

8:15am	Patrols go on duty.
8:25am	Teachers greet students outside.
8:30am	O'Canada/Announcements.
10:10-10:55am	Nutrition and movement break.
11:00am	Morning Kindergarten classes are dismissed.
12:30pm	Afternoon Kindergarten classes begin.
12:25-1:25pm	Lunch and movement break.
3:00pm	Dismissal for afternoon Kindergarten and Grades 1-5.



IF YOUR CHILD IS NOT COMING TO SCHOOL FOR ANY REASON…



please phone the school at **204-694-8688** and leave a message or email **constable.finney@7oaks.org.** If a child is absent and we have not been informed, parents or guardians (or emergency contacts) will be phoned to ensure the child is safe. Students who are late are asked to report to the office so we are aware they have arrived safely.

Please Keep our school updated on any changes in address, contact phone numbers and email addresses. This is very important in case we need to contact you in an emergency or for any other reason. Log on to Parent Connect to view your current information at any time.

END-OF-DAY PICK UP

Our school day ends at 3:00pm. There is NO after-school supervision, your child/children need to be picked up at 3:00pm. If you are unable to make it for 3:00, you are asked to make alternate arrangements.

2026-27 Staff

Principal/Directrice	**Natalie Trudeau**
Vice-Principal/Directrice-adjointe	**Carly Marquardson**
Secretaries	**K. Saysana and L. Stroppa**
Kindergarten	**A. Kovacs, B. Hicks**
Grade 1	**I. Diaz**
Grade 1/2	**M. Kent, C. Semchuk/E. Musngi, I. Boulhout, S. Gupta, M. Bolisay**
Grade 2/3	**S. Naseem, S. Tassi, H. Campbell**
Grade 3	**L. Dasiewicz**
Grade 3/4	**N. Bosak (Kunets), K. Myska**
Grade 4/5	**A. Self, J. Harvey, T. Quintana, L. Kilbrai-Dyck, C. Tumambing**
Learning Support	**A. Oulé, D. Vaarmeyer, C. Heieie, K. Campbell**
Physical Education	**A. Pacag, K. Campbell**
Music	**F. Warner, J. Hildebrand**
Library Technician	**L. Baldwin**
Comm. Coordinator	**R. Sharif**
Custodians	**S. Toth, F. Javier, M. Andrews**
Educational Assistants	**M. Sebastian, M. Dzama, M. Zatout, V. Digbe, M. Planidin, T. Schmidt, J. Neilson, T. Connolly, P. Sohal, R. Sembhi**
Divisional Supports	**R. Brar, A. Pinuta, L. Rodrigues-Braga, L. Sirota**

IF YOUR CHILD REQUIRES MEDICATION AT SCHOOL…

1. The medication must be delivered to the school by a parent or responsible adult.
2. The medication must have an official label from a pharmacy (no over-the-counter medicines can be given as per school division policy).
3. An authorization form must be completed. Forms are available in the office or on our school web site.

Please keep the school informed of any changes in your child's health which may affect him or her at school.



EMERGENCIES AT SCHOOL



In order to prepare for emergencies at school, we hold 10 fire drills and 2 lock-down drills per year. All students are asked to have a pair of indoor shoes at school at all times so they are prepared for a drill. A letter to parents and guardians is sent home prior to lockdown drills to inform families of the procedure.

In the event that we might need to evacuate students and staff, we would go to Maples Personal Care Home or Arthur E. Wright School. Once there, we would contact parents/guardians at home or at work to pick up their children.

Guidelines and Procedures

BREAKFAST, SNACK, AND LUNCH AT SCHOOL



Students bring food to school and eat in their classrooms during our two nutrition breaks. Encouraging healthy eating and teaching children about nutritious foods and treats is a component of our Health curriculum. Please send utensils with your child. There is **no cost** for parents to have their children eat lunch at school. This year, we are thrilled to continue with out school nutrition program, made possible by enhanced funding from the Province of Manitoba. This program is to ensure that every child has access to nutritious snacks/meals, which are essential for their academic and personal development. We offer a breakfast program every morning @ **8:15am**, all students welcome, beginning Monday September 14th.

1st Nutrition/Recess Break—10:10—10:55am

2nd Nutrition/Recess Break—12:25—1:25pm

Please review the following expected behaviours with your child:

1. Children must be seated at a desk or table while they eat lunch.
2. Appropriate table manners and speaking voices are expected.
3. When the break is over, children are asked to clean up after themselves and get ready for the activity break.



BUSSING

Applications are required for bussing (available online), and certain restrictions apply. Students who ride the bus are expected to behave in a safe and appropriate manner at all times.

IF YOUR CHILD IS NOT TAKING THE BUS BUT USUALLY DOES…

call transportation **(204) 338-7051** and the school **(204) 694-8688** to let the teacher and staff know. We require this information as early as possible in the day.

WE ARE A NUT CONSCIOUS SCHOOL

Given the number of students with life-threatening allergies to peanuts and tree nuts, we are a NUT-CONSCIOUS school. We ask that you look for the nut-free label when buying snack and lunch items, and not to send foods containing nuts to school.



SEVERE WEATHER



If you're unsure whether there is school on a stormy day, please listen to CBC Radio 1 (89.3) or check the Seven Oaks School Division website at www.7oaks.org.

Please note that if school buses are not running in the morning, they do not run at the end of the school day either.

REMAINING INDOORS FOR RECESSES

When the wind chill reaches –27C, or if it is raining hard, we keep the children indoors during recess breaks. Otherwise, children are expected to play outside and are asked to dress appropriately for the weather conditions (i.e. hats, mittens, warm footwear, etc.) Even when children have minor illnesses such as colds, they benefit from fresh air. **A good rule of thumb is that "if a child is well enough to attend school, he/she is well enough to go outside for recess."**



IMPORTANT DATES (PLEASE CHECK OUR WEBSITE & Instagram for additional dates)

www.7oaks.org/school/constablefinney/

September 8 & 9	Orientation Days-NO CLASSES
September 10	First Day of Class Gr 1-5
September 14	First Day of Class Kindergarten
September 24	School Community BBQ 4:30—6:30
September 30	National Day for Truth and Reconciliation—NO SCHOOL
October 8	Picture Day
October 12	Thanksgiving Day—NO SCHOOL
October 22	Divisional PD Day—NO SCHOOL
October 23	MTS PD Day—NO SCHOOL
November 2	School PD Day—NO SCHOOL
November 3	Divisional PD Day—NO SCHOOL
November 10	Picture Retakes
November 11	Remembrance Day—NO SCHOOL
November 24	Report Cards Released on Parent Connect at 3:00pm
November 26	Parent-Teacher-Student Evening Conferences
November 27	Parent-Teacher-Student Conferences– NO SCHOOL
Dec 21—January 1	Winter Break—NO SCHOOL
January 4	Classes resume
January 22	School PD Day—NO SCHOOL
February 1&2	Winter Concerts
February 5	Divisional PD Day—NO SCHOOL
February 15	Louis Riel Day—NO SCHOOL
February 18	Finney Family Festival Fun Night
March 16	Report Cards Released on Parent Connect at 3:00pm
March 18	Parent-Teacher-Student Evening Conferences
March 19	Parent-Teacher-Student Conferences-NO SCHOOL
March 26	Good Friday—NO SCHOOL
March 29— April 2	Spring Break—NO SCHOOL
April 5	Classes resume
April 16	Divisional PD Day—NO SCHOOL
May 24	Victoria Day—NO SCHOOL
June 3	Divisional Pow Wow (evening)
June 4	Divisional PD Day—NO SCHOOL
June 25	Grade 5 Farewell—time TBA
June 30	Last Day of School—Early Dismissal (TBA)

Dates may change— please refer to our school Instagram account and website calendar for up-to-date information.

VALUABLES

Students are asked not to bring valuable items to school, as they may be easily lost or damaged. These include cellphones (new 2024 policy), iPads, jewelry, trading cards, video game devices, etc. Thanks for your support and cooperation with this.

PRESCHOOL PROGRAM

Parent-child preschool programs for children age 0-5 are provided at our school at no cost to families living in Seven Oaks School Division. For more information and registration form, please visit:
https://www.7oaks.org/constablefinney/page/686/finney-family-centre

Instagram

Follow Us on Instagram!

Stay connected with what's happening at our school! Follow us on Instagram for school news, upcoming events, reminders, celebrations, and a glimpse into learning and life at our school.

Our Instagram account will replace our monthly newsletter and will be one of the main ways we share school updates and information with families.

Instagram:
@constable_finney_school
Scan the QR code to follow us!

CONSTABLE_FINNEY_SCHOOL

Student and Daycare Drop-Off and Pick-Up Zone

Please be aware that we have only one shared lane for both student and day-care drop-off and pick-up. This area can become very busy before and after school.



To ensure the safety of our students and the smooth flow of traffic, we kindly ask all families to follow the "Stop, Drop, and Go" rule:

- Stop your vehicle in the designated loading zone.
- Drop off or pick up your child promptly.
- Go—please do not leave your vehicle unattended.

This area experiences a high volume of both vehicles and pedestrians in a short period, so your cooperation is essential in preventing congestion and ensuring student safety.

Thank you for your attention and support in keeping our community safe and efficient.

