

Dear Parents/Guardians & Students:

On school days when bus transportation is cancelled due to inclement weather the school is open and teachers are in their classrooms. Regular attendance is expected of students who do not use bus transportation and walk to school. Regular attendance procedures will be followed for non-bus students on bus cancellation days.

NOTE: We need to ensure that all students are safe. If a non-bus student is not going to attend school on a bus cancellation day, then parents/guardians **must contact the school** to inform us that your child will be absent due to weather conditions. Please leave a message if necessary. If we do not hear from you, the absence will be recorded as truant. Regular attendance will be taken at the beginning of each class throughout the day. If your student arrives at any time during the day, they should check in at the office upon arrival so their attendance can be adjusted.

Bus students will automatically be coded as absent/transportation cancelled and there is no need to contact the school. If your child rides a bus but chooses to attend school, they should check in at the office upon arrival so their attendance can be adjusted to present.

The decision to cancel buses is made by 6:30 am, and the public is notified through www.schoolbusinfo.com and local radio stations. Please remember that NCIVS is in Zone 2.

We appreciate your cooperation in this matter, and we want to ensure that all our Vikings are safe! If you have any questions or concerns, please contact the school.

Regards,

Susan Ferguson
Principal



Northern Collegiate Institute and Vocational School

940 Michigan Avenue
Sarnia, Ontario N7S 2B1
Phone: (519) 542-5545 Fax: (519) 542-0571

S. Ferguson, B.Sc., B.Ed., Principal
T. Cadotte, B.A., B.Ed., Vice-Principal
D. Stenton B.A., M.A., B. Ed., Vice-Principal