



1300 Rochester Avenue Coquitlam, BC V3K 2X5 Ph: 604-931-3574

Dear Parents/Guardians:

Start Up Information

We hope you have had an enjoyable and relaxing summer. We are excited for another school year to begin and look forward to welcoming all our returning students as well as those new to our school community. We have included some information to help families plan for the return to school.

First Day of School: Tuesday September 8, 2026

~Report to the School Gym~

- Grade 7: 9:30 – 10:00 am
- Grade 8: 10:00 am – 10:30 am
- Grade 6 and all new Grade 7s & 8s: 11:00am – 1:00 pm

Students are to report to the school gym at their designated times. Please enter through the gym doors located by the staff parking lot for attendance.

It is important that all students attend, as they will receive information about their team placement for the first week's activities. Students will also be informed of the supplies they need to bring to school each day during the first week. Lockers will not be assigned until students are in their homeroom classes, so there is no need to bring all school supplies during the first week.

First Week Plan: September 9 to 11, 2026 (Team Group Week)

On Wednesday, September 9, students will meet their Teams. Students will be working in their teams on core values to build community, team building activities, reviewing code of conduct, playing games, establishing team, completing student profiles, and getting to know the members of their team.

Our goal is to have students start the regular schedule in their assigned classes on Monday, September 14, 2026.

First Week Supplies

For opening week (September 9-11, 2026), students need minimal supplies (pen, pencil, eraser, a glue stick, some paper, and some pencil crayons). Note, they will not have a locker assigned to them during this first week and will likely be taking their supplies home every day. They do not need a device. They can bring their full supplies, including device, when they are in their permanent classroom on Monday, September 14, 2026.

Attendance

If your child will be absent during the first day or first week of school, please inform the school as soon as possible. Use the Maillard Student Absence Report link → [Maillard Absence Report](#) to report your child's absence. This link can also be used throughout the school year to report absences, late arrivals, and early dismissals.

Please ensure that you select **Maillard Middle School** when submitting a report.

Maillard Welcome Back Pancake Breakfast-Students

We look forward to hosting our students for a pancake breakfast on Friday, September 11th, from 8AM to 8:30AM. It is a great opportunity for students to join Ms. Lisa our Youth Worker and learn about our Breakfast Program that will start again on Monday, September 14th.

Note: Our breakfast program is open every school day morning from 8AM to 8:30AM during the school year. There is no cost to students and no sign up required to participate.

If you are a parent that would like to volunteer and assist Ms. Lisa with the morning breakfast program, please contact her at 081-youthworker@sd43.bc.ca.



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E-Bikes and E-Scooters

To help maintain a safe school environment, e-bikes, electric scooters, and similar motorized devices are not permitted on Maillard Middle School property.

Our students are below the legal age to operate these devices. In British Columbia, riders must be at least 16 years old to operate a standard e-bike or an electric kick scooter under provincial regulations. [\[www2.gov.bc.ca\]](http://www2.gov.bc.ca), [\[vsb.bc.ca\]](http://vsb.bc.ca)

These devices can travel at high speeds and pose significant safety risks to riders and pedestrians. They are also common targets for theft, and the school cannot assume responsibility for lost, stolen, or damaged property. In addition, the lithium-ion batteries used in these devices can present a fire hazard if stored indoors.

We ask families to support this expectation by ensuring students use approved and age-appropriate transportation to and from school.

Thank you for helping us keep our school community safe.

Communication

Home school communication is very important to us. We know a strong home-school partnership underlies every success for students. Below are some ways to access ongoing information at our school:

- Within this e-newsletter you will see various links to access on our school website, however at this time we ask that you use the attached documents to verify school calendar dates, bell schedule, supply lists, etc, as the District has moved to a new website platform that is still being updated and some information may not be accurate. Once the website is fully updated, we will advise our parent community.
- Read direct messages emailed to you. If you have not received correspondence for a long time, please contact the office to verify your email address. We send out emails regularly with updates on an as needed basis.
- Attend a PAC meeting. PAC meetings are scheduled monthly and information on the first meeting will be sent to parents soon.
- Always be comfortable contacting your child's teacher by phone or email. (Staff email addresses can be found on our school website.)

School Supplies: [2026-27 School Supply List](#)

BYOD: Bring Your Own Device

École Maillard Middle School is a *Bring Your Own Device* school. For more information regarding laptops, please see our school website [BYOD Information](#).



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Bell Schedule [Bell Schedule](#)

2026-2027 BELL SCHEDULE

Monday/Tuesday/Thursday/Friday	
Warning Bell	8:35am
School Start Time	8:40 am
Block 1	8:40 - 9:20 am
Block 2	9:20 - 10:05 am
Connections: Tue & Thu	10:05 -10:30 am
Nutrition Break	10:30 -10:40 am
Warning Bell - Return to Class	10:40 am
Block 3 BEARS EXPO	10:45 - 11:35 am
Block 4 WOLVES EXPO	11:35 -12:25 pm
Lunch (In Classroom)	12:25 -12:45 pm
Lunch Break	12:45 -1:00 pm
Warning Bell – Return to Class	1:00 pm
Block 5 ORCAS EXPO	1:05 – 1:55 pm
Class Connect	1:55-2:08 pm
Block 6 RAVENS EXPO	2:08– 2:58 pm
Dismissal Time	2:58 pm

Wednesday (No Expo Classes on Wednesday)	
Warning Bell	8:55am
School Start Time	9:00 am
Block 1	9:00 - 9:45 am
Block 2	9:45 - 10:30 am
Nutrition Break	10:30 - 10:40 am
Warning Bell - Return to Class	10:40 am
Block 3	10:45 - 11:35 am
Block 4	11:35 - 12:25 pm
Lunch (In Classroom)	12:25 - 12:45 pm
Lunch Break	12:45 - 1:00 pm
Warning Bell – Return to Class	1:00 pm
Block 5 & 6	1:05– 2:58 pm
Dismissal Time	2:58 pm

Wednesdays are a 9:00 am start to allow teachers to collaborate and attend meetings.

Parent Tasks

Online Payments <https://sd43.schoolcashonline.com>

School Cash Online allows you to view and pay for your child's school activities such as field trips and school-related fees, safely and conveniently. Visit our school website and click on Online Payments for step-by-step instructions to set up your account.

Once you have registered, you will receive a confirmation email that you have registered your account. You will then have to go back into the link in that email to attach your child(s) to your account. You can attach ALL your children, no matter what school they are in the district, choosing the appropriate school from the dropdown for each child. You will be required to enter their legal first and last name and date of birth.

Once set up, you will receive email notifications of upcoming events such as field trips and receive follow-up reminders for unpaid events. You will also be able to grant permission online for your child to attend events and notify teachers if you are able to volunteer. You will be able to view the history of payments of each of your children.

Student Forms

Visit our school website and click on ***Parent E-Forms*** to complete: School Policies, Emergency Release, Volunteer & Driver Forms and Medical Alert. The School Policy, Volunteer & Volunteer Driver e-forms will be accessible in your School Cash Online (<https://sd43.schoolcashonline.com>) account by Monday, September 14.

By the end of September, you will receive information on how to review &/or update your child's Student Verification form through the MyEd Parent Portal <https://myeducation.gov.bc.ca/>. This is important for our MyEd Student records to ensure we have the correct student address, contact information for parents, guardians, and contacts who are able to pick up your children if we are not able to reach a parent/guardian if a child needs to go home ill.



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Student Fees

Visit our school website and click on **Online Payments**. All fees can be paid through School Cash Online. Fees will be uploaded by Monday, September 14th and are due by Friday, October 2, 2026.

- **\$35 Student Activity Fee** - the cost covers school-wide activities for students, leadership events and presentations. The activity fees also support lock rentals.
- **\$25 Athletic Fee (optional)** – this is a one-time/yearly athletic fee for students who play on a sports team. Students can sign up for more than 1 sport throughout this school year.
- **\$5 Emergency Fee** – This fee is charged to our Grade 6 students and any new Gr 7 & 8 students for the 26/27 school year. This covers the cost of emergency prep supplies for the school year. This includes water, food and first aid supplies that may be required during a large-scale disaster. As many of the supplies expire, this is a yearly cost and is non-refundable.
- **\$40 Yearbook (optional)** – Yearbooks pre-sale is a great way to ensure your child will get a 26/27 yearbook in June!

School Calendar- [Maillard School Calendar](#)

On our school's public website, you will find the school calendar. This calendar includes any holidays and professional development days, along with school events.

Cell Phone Policy

As per Ministry policy, students are not permitted to use cell phones during school time for any purpose unless part of an educational activity. They are asked to leave their phones in their school locker or at home during the day. If you need to contact your child, please call the school's main office at 604-931-3574.

Lockers

Each student will be given a locker to store their personal items. *Locks will be provided by the school.* It is important that students DO NOT share their combination with friends. Space is limited and any decorative items must be magnetic. No use of tape or markers.

The school cannot accept responsibility for any lost or stolen articles. Students are responsible for the care and safety of all their personal belongings and are encouraged not to bring valuable items to school.

Band & Choir - [Maillard Middle Music](#)

Our band and choir program are led by Mr. Kirkwallace. Students are encouraged to listen to announcements in the first few weeks regarding signing up. All levels of ability are welcome.

Athletics

Our athletic program offers a variety of sports and opportunities for all students. Students should listen to morning announcements as well as look in the Maillard Announcements Teams Page for sign up opportunities for upcoming sports teams.



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Drop Off and Pick Up

As students arrive at the site, some from different parts of the district, many students will be driven to school. There will be cars converging around the school at the same time. Drop off and pick up times may be extremely congested, and we ask for your cooperation with the following expectations.

Student safety is of paramount concern. We appreciate your patience and attention to student safety during busy pick up and drop off times.

The Staff Parking Lot is not a drop-off or pick up area for students.

If you have any questions, please do not hesitate to reach out to us.

Sincerely,



Mr. Steve Roos
Principal
sroos@sd43.bc.ca

Ms. Selena Lee
Vice-Principal
selee@sd43.bc.ca