



## Central Elementary School

PROUD SCHOOL OF HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

Address: 75 Hunter Street West,  
Hamilton, Ontario L8P 1P9

Email: [central@hwdsb.on.ca](mailto:central@hwdsb.on.ca)

Website: [www.hwdsb.on.ca/central](http://www.hwdsb.on.ca/central)

Principal: T. Nelson

Phone: 905.522.9690

Fax: 905.522.9801



**Welcome to**  
***Central Elementary School***

***We are the Central Cyclones***

**HWDSB**  
**BE YOU. BE EXCELLENT.**



## SCHOOL BELL SCHEDULE

|                                   |                                  |
|-----------------------------------|----------------------------------|
| Morning Duty<br>Student Drop Off  | 8:35 —8:45 am                    |
| Period 1                          | 8:45—9:25 am                     |
| Period 2                          | 9:25—10:25 am                    |
| Nutrition Break 1                 | 10:25—10:45 am<br>10:45—11:05 am |
| Period 3                          | 11:05—11:55 am                   |
| Period 4                          | 11:55—12:45 pm                   |
| Nutrition Break 2                 | 12:45—1:05 pm<br>1:05—1:25 pm    |
| Period 5                          | 1:25—2:05 pm                     |
| Period 6                          | 2:05—3:05 pm                     |
| Afternoon Duty<br>Student Pick Up | 3:05—3:20 pm                     |



# Safe Arrival

## *What elementary school families need to know*

With **SafeArrival**, families report a student absence in one of 3 ways:

1. **Use the SafeArrival website**, [go.schoolmessenger.ca](https://go.schoolmessenger.ca)  
The first time you use the website, select **Sign Up** to create your account. Select **Attendance** then **Report an Absence**.
2. **Using your mobile device**, download and install the **SchoolMessenger app** from the Apple App Store or Google Play Store (or from links at [go.schoolmessenger.ca](https://go.schoolmessenger.ca)). The first time you use the app, select **Sign Up** to create your account. Select **Attendance** then **Report an Absence**.
3. **Call toll-free 1-844-506-4350** to report an absence using the automated phone system. Using this method does not require setting up an account.

These options are available 24 hours/day, seven days a week. You can report a future absence at any time.

### **What's unique for families of elementary school students?**

**Notice** – Elementary school families will be notified by the automated notification system when their child is absent without an explanation.

**Explain** – The system will attempt to contact families' multiple times until parents confirm and explain the absence. If a designated contact can't be reached, school staff will follow up.

**Report** – As always, parents are expected to report absences as soon as possible – and then you will not receive notification about unexplained absences.

**Questions** – If you have questions, please speak with your school office or principal.

Find more resources on Safe Arrival at [bit.ly/safearrivalHWDSB](https://bit.ly/safearrivalHWDSB) and on your school's website.



## How to set your SchoolMessenger preferences

Did you know that you can choose how you want to receive messages from schools and HWDSB?

Use the **SchoolMessenger app** and website so that you receive messages in one or more of these ways:



**Phone**  
(Home, cell or both)



**Email**



**Text**



**SchoolMessenger  
App/Website**

For each of the following message types:

- Attendance
- Non-School Hours Emergency
- School Hours Emergency
- General
- SafeArrival
- Survey

### Follow the steps below to create an account and set your preferences:

1. **Download the SchoolMessenger App**, or visit [go.schoolmessenger.ca](http://go.schoolmessenger.ca).
2. **Create an account** (using the email address you have on file with your child's school).
3. Once you are logged in, go to **Preferences** on the left hand menu and turn on/off phone, text, or email for each message type.

#### Good to know:

You must have one phone number on file in case of emergencies. The phone number registered at your child's school will be used for any School Hours Emergency and/or Non-School Hours Emergency communications.

All messages will be delivered to your account in the SchoolMessenger app/website. If you wish to receive messages on the app only, you can turn off phone, text, and email options for all message types.

If you have any questions please contact your child's school.

# HWDSB

## SafeArrival

### *what elementary school families need to know*

With **SafeArrival**, families report a student absence in one of three ways:

1. Use the SafeArrival website, [go.schoolmessenger.ca](http://go.schoolmessenger.ca). The first time you use the website, select **Sign Up** to create your account. Select **Attendance** then **Report an Absence**.
2. Using your mobile device, download and install the **SchoolMessenger app** from the Apple App Store or Google Play Store (or from links at [go.schoolmessenger.ca](http://go.schoolmessenger.ca)). The first time you use the app, select **Sign Up** to create your account. Select **Attendance** then **Report an Absence**.
3. Call toll-free 1-844-506-4350 to report an absence using the automated phone system. Using this method does not require setting up an account.

These options are available 24 hours/day, seven days a week. You can report a future absence any time.



### What's unique for families of elementary school students?

**Notice** – Elementary school families will be notified by the automated notification system when their child is absent without an explanation.

**Explain** – The system will attempt to contact families multiple times until parents confirm and explain the absence. If a designated contact can't be reached, school staff will follow up.

**Report** – As always, parents are expected to report absences as soon as possible – and then you will not receive notification about unexplained absences.

**Questions** – If you have questions, please speak with your school office or principal. Find more resources on SafeArrival at [bit.ly/safearrivalHWDSB](http://bit.ly/safearrivalHWDSB) and on your school's website.

**curiosity • creativity • possibility**



Please go to this link for Parent Portal

<https://ps.hwdsb.on.ca/public/home.html>

In Parent Portal, you can connect to your child's school online, anytime, anywhere.  
Available in the following languages: English, French, Spanish, Arabic, Urdu,  
Punjabi, Simplified Chinese, and Serbian.

You can do the following:

- Each year parents are encouraged to complete school and board forms online (Media Consent, 2<sup>nd</sup> nutrition break dismissal for grades 7 & 8 and Human Development & Sexual Health exemption). Please do this as soon as possible.
  - Update any information that needs to be corrected
    - Report an absence from school
  - Pay for school items or events using School Cash Online
    - Find transportation information
    - Communicate with your child's teacher
    - View your school's website and more!

•  
New in 2021-22!

School Bulletin is a new feature being used by some HWDSB schools to share announcements, reminders and other news with families. Unlike the school website, this is a private space for families and students to receive information. You can find this on the left-side column of the Parent Portal.

For safety and efficiency reasons, HWDSB would like to reduce the amount of cash and checks received by our schools. Please join the thousands of parents who have already registered and are enjoying the convenience of paying online. It takes less than five minutes to register. Please follow these step-by-step instructions to begin receiving email notifications regarding upcoming events involving your child(ren).

*NOTE: If you require assistance, select the "SUPPORT" option at the bottom right hand corner of the screen. Language preference can be selected at the bottom left hand corner of the screen.*

## Step 1: Register

- If you have not registered, please go to the School Cash Online home page <https://hwdsb.schoolcashonline.com> and select the "Get Started Today" option.
- Complete each of the three Registration Steps  
*\*For security reasons your password requires eight characters, one uppercase letter, one lowercase letter and one number.*



## Step 2: Confirmation Email

A registration confirmation email will be forwarded to you. Click on the link provided inside the email to confirm your email and School Cash Online account.

The confirmation link will open the School Cash Online site prompting you to sign into your account. Use your email address and password just created with your account.



## Step 3: Find Student

This step will connect your children to your account.

- Verify the School Board Name.
- Select the School Name.
- Enter Your Child's First Name, Last Name and Date of Birth.
- Select "Continue".
- On the next page confirm that you are related to the child, check in the Agree box and select "Continue".
- Your child has been added to your account.

PLEASE KEEP FOR YOUR RECORDS

# Welcome to SchoolCashOnline

Fast. Safe. Convenient.

For safety and efficiency reasons, **Hamilton-Wentworth District School Board** would like to reduce the amount of cash & cheques coming into our schools. Please join the thousands of parents who have already registered and are enjoying the convenience of paying **ONLINE!** It takes less than 5 minutes to register. Please follow these step-by-step instructions so you will begin to receive email notifications regarding upcoming events involving your child.



Step 1  
Register



Step 2  
Confirm Email



Step 3  
Add a Student

Go to  
<https://hwdsb.schoolcashonline.com>  
and click on **Register**.

- ✓ Enter in your first name, last name, email and create a password.
- ✓ Select a security question.
- ✓ Check **YES** to receive email notifications

A registration confirmation email will be forwarded to you. **Click on the link provided inside the email** to confirm your email and School Cash Online account (check spam).

The confirmation link will open the School Cash Online site, prompting you to **sign into your account**. Use your email address and password to log in.

This step will connect your child to your account.

- a) Enter the **School Board Name**.
- b) Enter the **School Name**.
- c) Enter Your Child's **First Name, Last Name, and Birth Date**.
- d) Select **Continue**.
- e) On the next page confirm that you are related to the child, check in the **Agree** box and select **Continue**.
- f) Your child has been added to your account.

If you require assistance, select the **SUPPORT** option in the bottom right hand corner of the screen or go to [helpdesk.supportschoolcashonline.com](https://helpdesk.supportschoolcashonline.com)