



SPRUCE GROVE COMPOSITE HIGH SCHOOL

Building Excellence & Success Together

1000 Calahoo Road
Spruce Grove, Alberta T7X 2T7

T 780.962.0800
F 780.962.9555

Email: sgchs@psd.ca

2025-2026 Grade 11 & 12 Start Letter

The staff of Spruce Grove Composite High School welcomes you to the 2025 - 2026 school year!

Tuesday, September 2 (MORNING only) - GRADE 11 STUDENTS

Students are directed to the small gym to have their school picture taken and receive their school identification card. They will then proceed to the Library/Learning Commons to obtain required textbooks for their Semester 1 classes. *A reminder that any outstanding textbooks from 2024-2025 MUST also be returned to the library at this time.*

GRADE 11 EXPECTED ARRIVAL TIMES IN ALPHABETICAL ORDER ACCORDING TO LAST NAME:

8:30 a.m.	A - F
9:30 a.m.	G - M
10:30 a.m.	N - Z

When this process is complete, students are free to leave the school.

The first full-day of classes is Thursday, September 4.

Tuesday, September 2 (AFTERNOON only) - GRADE 12 STUDENTS

Students are directed to the small gym to have their school picture taken and receive their school identification card. They will then proceed to the Library/Learning Commons to obtain required textbooks for their Semester 1 classes. *A reminder that any outstanding textbooks from 2024-25 MUST also be returned to the library at this time.*

GRADE 12 EXPECTED ARRIVAL TIMES IN ALPHABETICAL ORDER ACCORDING TO LAST NAME:

12:00 p.m.	A - F
1:00 p.m.	G - M
2:00 p.m.	N - Z

When this process is complete, students are free to leave the school.

The first full day of classes is Thursday, September 4.

PSD STUDENT ACCOUNT/POWERSCHOOL: Student login and passwords remain the same from the 2024-25 school year. Students can login to the PowerSchool Portal to see their up to date timetable.

TIMETABLE CHANGE REQUESTS: Timetable change requests are currently being accepted, and must be completed by proceeding to our school website at sgchs.psd.ca and clicking on the **Request a Timetable Change** news item. Counselors and Grade Coordinators will complete requests until the end of the day on June 27th and resume completion upon their return to work on August 20th. Emailed requests to Grade Coordinators and/or counselors will NOT be accepted.

LOCKERS: Lockers will be automatically assigned to grade 11s. Grade 12s will be available to those who request one using QR codes that will be posted around the school.

BELL SCHEDULE: Please visit our [website](http://sgchs.psd.ca) for our SGCHS bell schedules. Note that our regular school days include *Seminar*, a 40-minute, flexible, fifth block of time, for students to more freely connect with their teachers, address gaps in their learning, study, or make up quizzes and tests, along with many other intentional and targeted uses. Additionally, alternate bell schedules occur on Student Union Days and TCT (Teacher Collaboration Time) Days.



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DLR: Directed Learning Room (DLR) Time is scheduled for most Tuesdays, Wednesdays and Thursdays from 3:15 until 5:00 p.m. DLR is assigned by teachers, and is designed for students to catch up on missed learning when they fall behind in their schoolwork. This may include assignments, exams or time missed when the student was late or not present in class.

PERSONAL MOBILE DEVICES: Personal mobile devices, such as cell phones and smart watches, are restricted during instructional time, as per Alberta Education policy. We strongly encourage students to leave their personal device in their locker or ensure that it is out of sight and powered off during instructional time. Students are expected to follow all staff directions regarding personal mobile device use. Medical exemptions, for students whose device aids in their monitoring of Type 1 diabetes as one example, can be obtained by contacting your grade level counselor.

SCHOOL SUPPLIES: Binders, loose leaf paper, pens, pencils and highlighters are typical supplies required. Course-specific supplies, including Math classes requiring a specific type of calculator, will be detailed to students in the classes that require them.

YEARBOOKS: Students are encouraged to pre-order yearbooks, available at a cost of **\$52.50** through PowerSchool.

PARKING PRIVILEGES AT SGCHS: Parking is on a first-come, first-served basis for Grade 11 and 12 students only. Students who desire to park will need to pick up a formal SGCHS Parking Pass on our Grade 11/12 registration day and complete the [Student Vehicle and Parking Lot Registration](#) form on our school website under the [For Students](#) dropdown menu.

SCHOOL COUNCIL: Our first meeting will be held on **Tuesday, September 16, 2025 at 7 p.m.** Your involvement is invited and sincerely appreciated. All parents/guardians are welcome. ***Education is a partnership - let's make it work to benefit our students!***

STUDENT FEES: Invoices for student fees will be emailed home throughout the year. Payment can be made online through the PowerSchool Parent Portal (*not the PS app*) or at the school office from 8:15 a.m. – 3:30 p.m.

All students will be invoiced for the following fees:

Student Culture Fee - \$10.00

Course Fees (*Most optional courses have a fee listed in detail on the PowerSchool Parent Portal and on our school website*).

BUS INFORMATION: For detailed information, please visit PSD's Transportation website at psd.ca/transportation

Our school office will open on August 20, 2025 @ 12 noon.

Welcome to the 2025-26 school year! I hope this information is of assistance to you. Please feel free to contact us at 780-962-0800 ext. 0 if you have questions or require further information or assistance.

I hope this information is of assistance to you and contributes to a smooth start to the school year! Please feel free to contact us at 780-962-0800 (ext 0) if you have questions or require further information or assistance.

Sincerely,

Cam
Robertson
Principal

ALL pertinent information is posted on our school website at: sgchs.psd.ca
Please refer to our website regularly to stay in touch with current events.



PARKLAND
SCHOOL DIVISION



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