



Westwood Collegiate
360 Rouge Road
Winnipeg, Manitoba R3K1K3
Phone: (204) 888-7650 Fax: (204) 889-0802
www.sjasd.ca/school/westwood

June 20, 2025

Dear Students and Parents/Guardians:

Welcome to Westwood Collegiate. The administration and staff are looking forward to a successful 2025-2026 school year with your child. This letter will inform you of opening day procedures and school policies which will assist in your student's academic success.

Westwood Collegiate uses the School Cash Online program to collect student fees. You will be required to pay the \$33.00 student fee and the \$32.00 yearbook fee online.

The online payment program can be accessed on Thursday, August 21st, 2025 to pay fees.

Register Online:

- Step 1: Please go to this site: <https://sjsd.schoolcashonline.com>
- Step 2: Register by selecting the "Get Started Now" and following the steps.
- Step 3: After you receive the confirmation email, please select the 'click here' option, login and add each of your children to your household account.

PLEASE NOTE: If you have any questions during the registration process or while online, please select the **GET HELP** option in the top righthand area of the screen.

1. Westwood Students may pick-up their timetables as follows:

Timetables: Tuesday, August 26th - Grade 11 & 12 (9:00 am – 3:00 pm)
Timetables: Wednesday, August 27th - Grade 9 & 10 (9:00 am – 3:00 pm)

Please pay fees online prior to timetable pickup.

If timetable changes are necessary, Student Services will be available to make course changes over the phone on August 26th, August 27th and August 28th. Phone appointments for timetable changes can be made beginning on Friday, August 22nd.

NOTE: Bus information will be emailed to parents by Friday, August 29th.

2. **The first day for the fall term is Wednesday, September 3rd, 2025.**
Regular school hours at Westwood are 8:30 am - 12:00 pm and 1:10 pm - 3:25 pm.
The school opening day schedule is listed below:
- Morning Schedule – 10:00 am - 11:30 am (Orientation Session):
Orientation for all Grade 9 and any Grade 10-12 students who are “new” to Westwood will take place. Students are to report to the theatre at 10:00 am.
- Afternoon Schedule - 1:11 pm - 3:25 pm (All students, Grades 9-12):
1:10 – 2:17 Proceed to Period 5 class, Day 2 (students who have not picked up their timetables and paid their student fees should report to the theatre)
2:18 – 3:25 Report to Period 6 class
3. The student fee covers the costs associated with co-curricular activities, Student Council activities & locks. Yearbooks are \$32.00 and are to be paid online.
4. The attendance policy for Westwood will be discussed on the first day of classes. Please use the **School Messenger** program, to inform the school of the student’s absence. You will find a link to school messenger on our website.
- Reporting dates for the 2025-2026 school year are as follows:**
- | | | |
|---------------|---|-------------------------------|
| November 21st | - | Midterm Report Card |
| February 13th | - | Final/Semester I Report Card |
| April 24th | - | Midterm Report Card |
| June 30th | - | Final/Semester II Report Card |
5. **School Pictures** – Monday, September 8th at 8:30 am. (Students will receive order forms when they pick up timetables.) Picture retakes will be Friday, November 3rd at 8:30 am.
6. **Staff Meetings** – The first early dismissal of the school year is Tuesday, September 16th. Please note, the 1st and 3rd Tuesday of each month will be staff meeting days resulting in early dismissal at 2:40 pm.
7. **Late Start Tuesdays** – Tuesday is a 9:00 am start time.

The staff and I hope you have a relaxing and enjoyable summer vacation. We look forward to meeting our students on the first day of classes, Monday, September 3rd, 2025.

Yours truly,

Tammy Baydock
Principal

Barbra Engel
Vice-Principal

Scott Dempster
Vice-Principal