



August 22, 2025

Dear parent(s)/guardian(s)/caregiver(s) and Grade 11 and 12 students:

RE: School Opening – Tuesday September 2, 2025

As the summer holiday comes to an end, we look forward to welcoming you back to École Alpha Secondary School for another school year. We work hard to provide academic excellence in a respectful, caring environment and to keep you involved and informed. This letter includes some general information about the school as well as detailed information about the first week of classes for the 2025/2026 school year.

Tuesday, September 2, 2025

The 2025-26 school year begins on Tuesday, September 2. Students in **grades 11 and 12** will attend their Grade Assembly in the **Large Gym** for an orientation session. Scheduled Grade Assemblies are as follows:

Grade 12	11:00am – 11:30am
Grade 11	12:30 pm – 1:00pm

School tours are available for all new students coming to Alpha. Students wishing to have a tour of the school should meet in the Front Foyer at their designated time:

- **11:15am – 11:45am** **New students in grade 11**
- **11:45am – 12:15pm** **New students in grade 12**

O365 Email Accounts & MyEducation

All Alpha students have an Office 365 email account that can be accessed through the school website. This email address is the safest and most reliable method for Alpha staff to communicate with students, and students are asked to check their Office 365 email account regularly. Please note that third party email addresses (e.g. @gmail, @hotmail) are sometimes filtered out by the School District's firewall.

Students **MUST** log in to MyEducation and access their class schedule **prior** to coming to school on Tuesday, September 2. Access to MyEd will **re-open** on Friday August 29th. If you attempt to access MyEd prior to Friday August 29th you will receive an "account disabled" message, this is because the MyEd portal has not been opened yet. Please be aware that the parent view does NOT provide complete information on your child's timetable, so it is essential that your child log into their **own** account to access this information. **Please see attached instructions for MyEducation and Office 365 accounts.** If students are unable to access MyEd prior to coming to their student orientation on Tuesday September 2nd please try "I forgot my password" to reset your own password, as all students have access to do so. If you still can't get into your account you can come to the main office for support after their orientation.

Bell Schedule:

Wednesday, September 3 is the first day of regularly scheduled classes for all students.

BELL SCHEDULES**REGULAR DAY SCHEDULE (Monday/Wednesday/Friday)**

Period	Time	Duration
1/6	8:00am – 9:20am	80 minutes
2/7	9:25am – 10:45am	80 minutes
Break	10:45am – 10:55am	10 minutes
3/8	10:55am – 12:15pm	80 minutes
Lunch	12:15pm – 12:55pm	40 minutes
4/9	12:55pm – 2:15pm	80 minutes
5/10	2:20pm – 3:40pm	80 minutes

** Semester 1: Periods 1 – 5 / *Semester 2: Periods 6 – 10*

TUTORIAL DAY SCHEDULE (Tuesday/Thursday)

Period	Time	Duration
1/6	8:00am – 9:15am	75 minutes
2/7	9:20am – 10:32am	72 minutes
Break	10:32am – 10:42am	10 minutes
Tutorial	10:42am – 11:12pm	30 minutes
3/8	11:17am – 12:29pm	72 minutes
Lunch	12:29pm – 1:09pm	40 minutes
4/9	1:09pm – 2:21pm	72 minutes
5/10	2:26pm – 3:41pm	75 minutes

** Grades 8 to 10 attend periods 2/7 to 5/10.*

Grades 11 and 12 attend 4 classes per day over the 5 periods, with a study period.

A full-time schedule of 8 courses is required.

School Goals: The Learning Competencies

- **Learning is relational:** People do not learn in a vacuum – we need to think, talk and work together to make meaning.
- Each classroom is a learning community. Each student in the class is important to the learning dynamic in the classroom.
- **Learning is experiential:** Learning is a process that requires practice. You can't just "think" - you also need to "do"
- Think back to when you learned to tie your shoes. Could you have learned how to do that by just reading about it or did you need to try it and practice to learn?
- **Learning takes Patience and Time:** Learning is a process that requires us to build on our skills and knowledge slowly and methodically.
- There is no way to fully learn a concept or skill without practice and feedback.

Attendance:

- Regular attendance is paramount to help achieve our school goals. To be successful students need to attend classes regularly.
- Students cannot make up the learning experiences and opportunities for discussion that take place in class by merely completing a missed assignment.
- There will be circumstances where you need to be away from class. When students must miss a class due to illness, important appointments, etc., teachers will provide you with missed assignment/test opportunities.
- Please keep in mind that in-class assignments are difficult to make it up when a student is away.

Student Timetables

Last year, students selected courses based on their interests, goals, and post-secondary plans, and we always do our best to make sure that students are enrolled in the courses of their choice. Our counsellors will be working on student timetables during the last week of August and first few days of September, the MyEducation portal will be opened **on the morning of Friday, August 29** for students to access their schedules. Please take a screenshot or photo of your schedule so you have it for reference.

Counsellors **2025/2026**

A to Ho – Mr. Steve Bermann (Department Head)

Hs to M and Indigenous students– Mr. Jeremy Berkbigler

N to Z – Ms. Jeanne Davy

Changes to Student Timetables

Each counsellor will send an email to students' O365 accounts with a counsellor-specific link to the Course Change Request Form. The Course Change Request Form is to be used **ONLY** if there is an error that meets one of the following criteria:

- Currently enrolled in a course they have already completed and have credit for
- Missing a course required for graduation and/or post-secondary admission
- Missing a class – empty period in your timetable

As this is a very busy time for counsellors, a response may take a couple of days. Please only submit your Course Change Request Form ONCE. Priority will be given to Semester 1 timetables changes.

Fees

All students pay a \$35 Student Activity Fee. This fee covers items such as student ID cards, support for Student Government, clubs, intramurals and other activities. Yearbooks may be purchased for \$55. Students are encouraged to purchase the yearbook early as the cost will increase to \$65 after December 31, 2025 and they do sell out!

To pay school fees, please use the Burnaby School District's secure online payment program, **[School Cash Online](#)**. Parents must register for School Cash Online program through Quick Links on Alpha's website at <http://alpha.burnabyschools.ca>. Once registered, you will be notified by email when any fees are available for payment.

Lockers

Lockers will be available this school year and are limited in capacity. If you do not require a locker, please do not sign up for one. Locker sign-up will be done online and can be accessed by clicking [HERE](#) or through the school website. Locker sign-up will proceed as follows:

Grades 11-12 locker sign-up	Sept. 2 – 12
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Please see attached instructions. If you encounter any problems, please contact the main office.

Cafeteria Service

Students wishing to purchase snacks or meals, may do so in the school cafeteria. Our cafeteria menu includes both hot and cold items and is open at break and lunch. Payment options include debit and cash.

Please note: Cafeteria service is not available during class times.

School Communication

Regular school communication is done via email. All parents who have an email address on file will automatically be added to our listserv database. If you ***do not want to be included*** in these emails, please send an email to alpha.info@burnabyschools.ca. Throughout the year, we will send reminders to parents via e-mail regarding reports cards and important school events. Please note that the **School Calendar** on the front page of the school website is your best source for up to-date information about activities and events at Alpha. Email addresses for school staff can also be found on the website or you may log in to your MyEd account and use the database to send emails to your child's teacher(s).

Optional Family Accident Reimbursement Plan Insurance

Families can purchase an optional insurance which supplements the costs not covered by your provincial health insurance or existing employer extended health and dental plans. For more information, please visit: <https://www.solutionsinsurance.com/aonbc>

Digital Literacy, Citizenship, Safety and Wellness

As these topics are of crucial importance to student functioning, we encourage all families to review the resources collated by Burnaby School District at: <https://edtechplan.burnabyschools.ca/parents-caregivers>.

The Alpha staff will be reviewing these topics, along with the revised School district code of conduct, which includes guiding principles detailing appropriate cell phone use.

The code of conduct can be found at: <https://burnabyschools.ca/updated-restrictions-for-cell-phones-and-digital-devices/>

Please feel free to reach out to your child's teacher, counsellor or Vice Principal if any questions come up throughout the year about these topics.

Alpha Meet the Teacher Evening

We are excited to host the Alpha Meet the Teacher Evening on **Wednesday, September 17** at **6:00pm**. More info will be provided by email closer to the date.

Alpha Parent Advisory Council - PAC:

Please note that the first Alpha Parent Advisory Council Meeting is on **Monday, September 8** at **6:00pm**. More information will be sent out to parents/guardians/caregivers closer to the date.

Important Dates:

Wednesday Sept. 10	School Photo Day (Student ID cards & Yearbook)
Wednesday Sept. 17	Alpha Meet the Teacher Night
Friday Sept. 19	Pro-D Day (Classes not in session)
Friday Sept. 26	Terry Fox Run
Monday Sept. 30	Truth & Reconciliation Day (Classes not in session)
Wednesday Oct. 1	Clubs Day
Wednesday Oct. 8	Grade 12 Parent Info Session (Virtual)
Friday Oct. 10	Photo Retake Day and Grade 12 Assemblies (p3 and p4)

If you have any questions, please contact the school at 604-296-6865. We look forward to working with you.

Sincerely,

Ms. V. Lee
Principal

Mr. L. Scaligine
Vice-Principal
Students with Last Names
A-Le & Indigenous Students

Ms. H. Watson
Vice-Principal
Students with Last Names
Li-Z & International Students