L.A. Administration

Dossiers

Parent/Guardian Request



Ms. Halpin (Principal) Ms. Patrick (Vice-Principal)

All communcation concerning families with the last name A-L (ex: behaviour school concerns, bullying)

Daycare (& Julie Belisle)
*ALL families

Bussing Incidents
*ALL families

Community Communication

Governing Board

All communcation concerning families with the last name M-Z (ex: behaviour school concerns, bullying)

Centre of Excellence *ALL families

Special Education- IEPs, outside services, assessment inquires, resource support, etc.

*ALL families

Technology *ALL families

Ministry Exams
(Special Conditions)
*ALL families

SR Campus- Office Staff

lordaylmersr@wqsb.qc.ca

- Tanya McCormick, School Organizational Technician
 - tmccormick@wqsb.qc.ca
 - Parent/Guardian Mozaik Accounts/ Support
 - School Fees (Invoicing, Collection & Aggreements)
- Paula Savescu, SR Office Agent
 - Attendance
 - First Aid, Sick kids, Emergency Info
 - Transportation Arrangements (Students)
 - PM Alternate Arrangements
 - Background Checks (Volunteers)
 - Address/Contact Info Updates

JR Campus- Office Staff

lordaylmerjr@wqsb.qc.ca

- Karen Comfort, School Secretary
 - Attendance
 - Student Registrations
 - First Aid, Sick kids, Emergency Info
 - Transportation Arrangements (Students)
 - PM Alternate Arrangements
 - Background Checks (Volunteers)
 - Address/Contact Info Updates