



Mountain View School Handbook

Updated June 2026

WELCOME MESSAGE

Mountain View has a proud tradition of excellence, and we are excited to build on that strong foundation alongside our dedicated staff, engaged families, and—most importantly—our amazing students. Together, we'll continue to create a school culture rooted in respect, inclusion, and a genuine love of learning.

BELL SCHEDULE

7:45 AM Supervision Begins

8 AM Entry Bell

8:00 – 12:13 AM Classes

12:13 – 12:33 Lunch, outdoors 12:33-12:53pm

12:53 PM – 2:15PM Classes

2:15 PM End of Day

Students should **not arrive at school prior to 7:45 a.m.** as teachers do not begin to supervise until this time.

Please note if your child is late arriving at school – after 8 am, please check into the office to sign in. If your child is going to be absent, please call our safe arrival line (1-833-202-4304)

If you pick up your child early, please visit the office and sign your child out.

At the end of the day, if you are picking up your child, please wait outside until the dismissal bell rings and then meet your child at the playground fence. The teacher will be there with your child.



ATTENDANCE

Teachers in New Brunswick are responsible for keeping track of student attendance each day. According to the Education Act, attending school regularly is a responsibility of students, and parents are expected to support and ensure their child's attendance.

Our school day begins promptly at 8:00 AM. Arriving on time helps set students up for a successful day of learning and connection. If you arrive late, please remember to bring your child into the office to sign them in.

At Mountain View School, student safety is a top priority. That's why we use the Safe Arrival system to manage absences. It's a quick and easy way for families to let us know when a student will be away.

Whenever possible, please report your child's absence in advance using Safe Arrival. If your child is not in class and we haven't received an absence report, the system will automatically contact you to confirm their whereabouts.

Please note: All absences must be reported through Safe Arrival. We're not able to accept absence messages left on the school voicemail or shared directly with staff. Thank you for helping us keep our students safe and accounted for. For more information or to set up your account visit the [Anglophone East Website](#).

BUSSING INFORMATION & SAFETY REMINDERS

Bussing is organized by the school district. If you have any questions or concerns about your child's bus stop or route, please contact the district directly. You can find more information here: [Transportation Link](#)

Please note:

The district has a policy (Policy 522) that any changes to bussing must be made using an [Alternate Conveyance Form](#). – Now available online through the [parent portal](#) – click on the little bus on the district website. Unfortunately, we're not able to approve one-day changes to bussing. If your child needs to go to another student's home or a different location after school, they must be picked up by a guardian. Please make arrangements ahead of time by contacting your child's homeroom teacher.

Important Safety Reminder: When buses are in the bus zone and their red stop signs are flashing, cars must not drive past them, including in the Kiss and Drop Lane. This is a safety law to protect all students, failure to comply could result in a ticket.



SCHOOL FEES AND FORMS

Each year, we ask parents/guardians to complete school forms for every child. These can be filled out quickly and easily online through School Cash(link). If you're new to School Cash, you'll need to create an account—step-by-step instructions are available on the link above or the link off our website.

School Cash –All school-related payments and purchases will be made through this system—no cash should be sent to school.

WHAT IT MEANS TO BE A MOUNTAIN VIEW LION

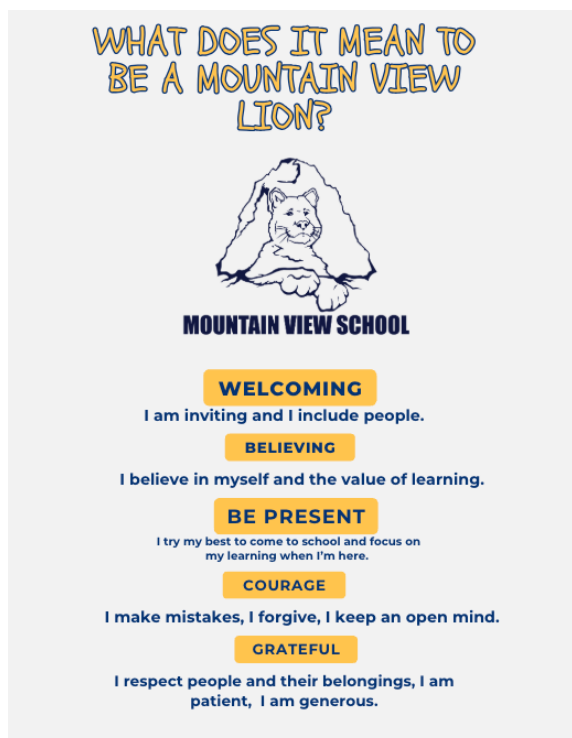
We focus on the disposition of learning:

Dispositions are the ways we think, feel, and act.

They help shape who we are and how we treat others. We grow these dispositions by being in a kind, caring, and safe place—like our school! We learn them by watching others, trying them ourselves, and getting support from our teachers and friends.

Every choice we make and every way we treat each other shows what kind of person we are. When we show these dispositions, we help make our school a happy and welcoming place for everyone.

Here are some important dispositions we practice together:



- **WELCOMING** – We show kindness and make others feel included.
- **BELIEVING** – We believe in ourselves, in learning, and in what we can achieve.
- **BEING PRESENT** – We stay curious, listen carefully, and think about what we're learning.
- **HAVING COURAGE** – We try new things, learn from mistakes, forgive others, and share our ideas.
- **BEING GRATEFUL** – We show respect, patience, and thankfulness to others.

Students have the opportunity to be recognized for demonstrating these dispositions and receive our Lion's Pride Certificate. For more information on Student Behaviour please see [NB Policies](#).



BREAKFAST PROGRAM

A free breakfast is available for all students and is run daily. Breakfast items such as cereal, yoghurt and fruit are delivered each morning to the classes for any student to eat.

We are a nut-free school

LUNCH PROGRAM

This year we are excited to offer a lunch option through the district that is purchased directly through the app or link on our website. 2 lunch options will be available each day and include milk for \$4 a student. All purchases need to be completed by 8 am the day before and need to be ordered through the site or app. More information is available on our site.

PLAYGROUND & OUTSIDE EXPECTATIONS

Outside Expectations are that students focus on being welcoming, and respectful of others: Hands to self, not picking of rocks or other items and throwing them at others, taking turns, etc.

All on duty teachers wear Orange Vests

All EA's wear Blue Vests

Purple – Student Leadership

REGISTERING A STUDENT

Registering a student is a centralized process that occurs via the Welcome Center in Moncton – More information can be found here <https://asdeast.nbed.ca/registration/>

SCHOOL DONATION: If you would like to support our school with a donation, please visit our website for the link. All donations go towards staff, student, and play area improvements.

Safety Drills at School:

Throughout the school year, students and staff participate in several safety drills required by the school district. Your child may tell you about:

- Fire drills
- Lockdown drills
- Evacuation practice to our emergency muster point at the **Irishtown Community Centre**



These drills are conducted in partnership with the **RCMP** and **Fire Department** to ensure everyone knows what to do in an emergency. During evacuation practices, the RCMP assist by managing traffic so students can travel safely along the route. In the unlikely event of a real evacuation, the Irishtown Community Centre would be the location where families would reunite with their children.

Understanding Lockdown and Hold & Secure

Our staff are trained in all safety procedures to help keep students safe.

Lockdown

- Used when there is an immediate threat inside or very near the school.
- Students and staff remain in secured, locked locations until the situation is resolved.
- Students cannot leave the building, and parents/guardians cannot pick up students during a lockdown.

Hold & Secure

- Used when there is a concern in the community or school area that does not pose an immediate threat to the school.
- Exterior doors are locked, but regular classroom activities continue.
- Students remain inside the school, and parent pick-up is not permitted until the event has ended.

Important Reminders During a Lockdown or Hold & Secure

Please do not call or text the school or students.

- During a lockdown, silence is critical, and phones may not be answered.
- Staff must remain focused on student safety and emergency procedures.

Please do not come to the school.

- Roads and parking areas must remain clear for emergency responders.
- Staying away helps police and emergency personnel do their work safely and efficiently.

Rely only on official updates.

- Information will be shared by the RCMP, the school, or the school district when it is safe and appropriate to do so.
- Unverified information can create confusion and unnecessary concern.