



September 28, 2023

Dear Parents/Guardians:

Student Planners are now Here!

At Devon Gardens all students in Grades 1 to 7 use a School Planner (also referred to as an “agenda”). These are printed in English and French, for our students in the Immersion program.

The planner is a valuable daily companion that helps students with time management and organization (creating timelines, setting goals, monitoring progress, respecting deadlines, etc...). In addition to being an important learning tool, the planner is also a communication book between home and school. It’s a place where you can send a note to the teacher, and vice versa.

At the start of this first term, teachers will be using the planner as a teaching tool, to help students get into the habit of recording their assignments and other important reminders. Planners are used on a daily basis at school, and parents are asked to please check your child’s planner daily, at home, as well.

Planners are \$8.50 each. As we are trying to reduce the amount of cash being handled, we are asking that you **please pay by cheque**, payable to Devon Gardens Elementary. Please complete the bottom portion of this form and return it, along with your payment, to your child’s teacher by Tuesday, October 3.

If you have more than 1 child in Grades 1-7, you can pay for all planners with one cheque. Just be sure to fill out the information below and **return it to your child’s teacher**.

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PLEASE COMPLETE & RETURN TO YOUR CHILD’S TEACHER BY Tuesday, October 3.

Student Planners Gr. 1 - 7

| | | |
|---|------------------|-----------------|
| Child’s Name (first & last): | Division: | Teacher: |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Number of planners _____ **x \$8.50 =** _____ **(total payable)**

[] I have enclosed \$_____ for _____ student planner(s)
*(please make cheques payable to **Devon Gardens Elementary School**)*

Parent/Guardian Signature _____
Date