



MITCHELL ELEMENTARY SCHOOL

3800 #5 Rd, Richmond BC V6X 2T7

Phone 604-668-6225 | Early Warning 604-668-6229

Website: mitchell.sd38.bc.ca

Principal/Directrice: Mme V. Carrière - Vice Principal/Directrice Adjointe: Ms.T. Norman



Newsletter 14 - January 19, 2026

Last week finished in the sun, which was wonderful news for all of us! This is a reminder that we will continue to go outside for recess and lunch break even on rainy days, so please ensure that your children are dressed for the weather. It will be the same thing in case of snow, so please ensure that your children are dressed warmly! Thank you for returning your Intent to Attend Forms. We received most of them back! 😊

Upcoming Events/ Important Dates

Jan. 26 - PRO-D - NO SCHOOL

Feb. 4 - Global Play Day

Feb. 10 - PAC Meeting at 6PM

Feb. 13 - PRO-D - NO SCHOOL

Feb. 16 - Family Day - NO SCHOOL

Feb. 17 - Lunar New Year

Feb. 17 - March 19 - Ramadan



Mark Your Calendars!

Mitchell's francophone Carnaval parade will be on Feb. 12, at 10:30. All classes participate and families are invited to join us at the traffic circle for music, dance and lots of fun!

Are you curious to know more about Mitchell? Please go to our school website, where you'll find updates on our school goal and more at: mitchell.sd38.bc.ca



Updated Procedures for Volunteers/Volunteer Drivers

All SD38 schools will now require all driver volunteers to complete a Criminal Record Check (CRC). Other volunteers may be required by school administration to complete a CRC, depending on the nature of the volunteering activity, including chaperoning field trips. This is a simple procedure and can be completed online. It takes 5-10 minutes. Teachers will provide families with a QR code and our organization's code when families need to complete this.

We will also ask volunteers to provide the following information to the office:

- Completed volunteer form
- Copy of CRC completion confirmation email
- Copy of proof of insurance (for drivers only)
- Admin will continue to complete a driver's licence check (for drivers only)

CRC's are valid for 2 calendar years.

District volunteer forms are valid for one school year.

Parents/guardians with several children attending Mitchell only need to complete their CRC/volunteer form once.

We thank you for your understanding and cooperation as we implement these important safety guidelines at Mitchell. We are very appreciative for all our volunteers and are looking forward to more fun field trips.

FIREBIRD CORNER

SCHOOL HOURS

CLASSES START: 8:45

RECESS: 10:10 - 10:25

LUNCH RECESS: 11:50 - 12:20

LUNCH BREAK: 12:20 - 12:42

CLASSES END: 2:45

OFFICE HOURS

8:00 AM - 4:00 PM



VISITORS TO THE SCHOOL

The main doors to the school remain unlocked during office hours from 8:00 – 3:15. Visitors are **required to check into the office** when entering the building. This is for everyone's safety. Thanks for your cooperation!



PARKING/TRAFFIC AT MITCHELL

This is a reminder to remain courteous and respectful in our parking lot.

Help keep our students safe by using the drop off zone for picking up and dropping off students only. Respect the 10km/h speed limit. Do not leave your car unattended in the drop-off zone or roundabout; if you need to come into the school, please park in a designated parking space at the west end of the school. Also, a reminder that there are no left turns permitted before and after school when leaving our parking lot. Thanks for your cooperation!



IN CASE OF ABSENCE OR LATE ARRIVAL

Please inform the school by telephone when your child will be late or absent due to illness or an appointment, etc.

Our Early Warning line - **604-668-6229** - is available 24 hours a day for parents to leave a message. Please clearly state your child's first and last name, division and reason for absence. If no prior notice of absence is received, we will call home to determine the reason for the absence. Students arriving after 8:45 a.m. are required to enter through the main doors and check-in at the office before going to class.



VOLUNTEER INTERPRETERS NEEDED

The Richmond School District is seeking individuals who are fluent in English and other languages to join our Volunteer Interpreter Team.

Help strengthen communication between schools and families by providing language

support during parent teacher conferences. Your involvement helps ensure every family feels welcomed and informed.

Training is provided.

All languages welcome.



To express your interest, please email your CV before January 16, 2026 to:
culturalinterpreters@sd38.bc.ca

MITCHELL ELEMENTARY SCHOOL

JANUARY 2026

HOT LUNCHES

DATE RESTAURANT

Fri, January 9th Pizza Hut
Mon, January 12th Olive Pasta
Fri, January 16th Just Poke
Mon, January 19th Sushi Lovers
Tue, January 20th Fusion Feast Pizza
Thu, January 22nd Fukuroku
Tue, January 27th Fusion Feast Pizza
Fri, January 30th White Spot

REMINDERS:

ORDERS ARE DUE 1 WEEK PRIOR TO HOT LUNCH DATE