

# Prospect Lake Elementary

321 Prospect Lake Road, Victoria, B.C. V9E 1J7



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School e-mail: [prospectlake@saanichschools.ca](mailto:prospectlake@saanichschools.ca)

School website: [www.prospectlake.sd63.bc.ca](http://www.prospectlake.sd63.bc.ca)

Principal: Ms. Anita Ko  
Vice Principal: Ms. Sat Lail

Hello to our new Kindergarten families,

It was lovely to see faces last night for our Slide Show. If you were not able to attend last night, the slide show can be viewed on our school website - <https://prospectlake.sd63.bc.ca>

While you are on our website please remember to register. We send a lot of information to families via our website: [https://prospectlake.sd63.bc.ca/blocks/forum\\_email/subscribe.php?id=1](https://prospectlake.sd63.bc.ca/blocks/forum_email/subscribe.php?id=1)

The following links from the slide show can also be found here:

## **INTRODUCTION FORM: -**

Help us get acquainted with your child by completing an introductory form by June 25 -

<https://www.sd63.bc.ca/kindergarten-information>

## **BUS REGISTRATION: -**

Registration for the bus is on-line and closes **June 30**.

Please call Gabby Blackwell 250-727-3314 to get your child's registration number.

<https://www.sd63.bc.ca/programs-and-services/transportation>

## **SCHOOL SUPPLY ORDER INFORMATION: -**

Prospect Lake Staff and the PAC have partnered up to outfit our classrooms with school supplies for the 2021–2022 school year. For \$42 the teachers will purchase all your supplies for the year. We recommend this option for time and cost savings and ensuring quality and needed supplies for the classroom.

For new kindergarten families who would like to order school supplies, please register and order by June 25 at our PAC on-line ordering platform. The instructions are as follows:

1. Go to:- <https://ples.hotlunches.net/>
2. Click the “register” button at the top right-hand corner to sign up
3. **Our school code is: Prospect**
4. Enter your name, email address and phone number then choose and enter a user ID that you will use for the access to the system. Enter a password and then enter it again to verify it's correct.
5. Once registered, you will be logged into the website.
6. Please add your Prospect Lake students by: -
  - Clicking ‘Students’ button at the bottom of the welcome page. You can also add a student through the top drop down ‘Profile’->‘Add Students’
  - Type in your child's name
  - Choose your child's class from the drop-down menu: For new Kindergarten students please select **'New (Sept 2021) Kindergarten Student – Div. 14'**
7. Once the student/s have been added you will be able to place orders by clicking the ‘Order’ button below each child's name.