

# ÉCOLE KEATING ELEMENTARY

Telephone: (250) 652-9261 / Email: [keating@saanichschools.ca](mailto:keating@saanichschools.ca)

Website: [keating.sd63.bc.ca](http://keating.sd63.bc.ca)

## **SCHOOL TO HOME COMMUNICATION**

Keating Elementary communicates with parents/guardians through our website at <http://keating.sd63.bc.ca>

**Parents/Guardians are strongly encouraged to SUBSCRIBE to the website's various forums to receive information to your email:**

- Front Page News
- Sports & Clubs
- Community Events

### **Instructions to SUBSCRIBE to the Keating website forums:**

1. Go to the Keating School website at: <http://keating.sd63.bc.ca>
2. On the right side of the website page: **FORUM SUBSCRIPTIONS**
3. Click on: *Send me forum posts by e-mail*
4. Enter: *Your email address*
5. Choose the emails you would like to receive
6. Click on: *Subscribe to selected forums*

*\*You can UNSUBSCRIBE at any time from receiving these emails by going to 'Manage my Subscriptions' on the Keating website under 'subscriptions' located under the PARENT top tab.*

For student attendance please email [keating\\_attendance@saanichschools.ca](mailto:keating_attendance@saanichschools.ca) when your child is absent or will be late or call the office at 250 652 9261 before 8:45 am. Please let us know name of child, reason for absence and division. Thank you very much. If your child is late for school, please come to the office and sign them in and have your child obtain a "Welcome Slip" to give to their teacher. Thank you