



Birchland Elementary School
1331 Fraser Avenue, Port Coquitlam, BC V3B 1M5
Phone: 604-941-3428 Fax: 604-937-8004
www.sd43.bc.ca/school/birchland
birchland@sd43.bc.ca
Mrs. Hunter, Principal

District Track Meet Notice

Dear Parents & Guardians of: Grade 3, 4 & 5 Track & Field Team:

Tuesday, May 21, 2024
Coquitlam Town Centre
8 am arrive @ school and return at 2:38 pm

The purpose of this letter is to inform you about the proposed District Track and Field Meet involving your child, and to seek your support and written permission for your child to participate. Please note that participation in this activity is optional.

While school staff will take reasonable steps to prevent injuries to students, some degree of risk is inherent in the nature of activities and injury may occur without fault on the part of the student, the school board, its employees and volunteers, or the facility where the activity is taking place. By allowing your child to participate in this activity, you are agreeing that the activity described above is suitable for your child and acknowledging that you understand there is a risk of injury associated with it.

Principal: Mrs. Hunter

Your son/daughter has been selected to participate in the Coquitlam School District Track and Field Meet being held at Coquitlam Town Centre Stadium on **Tuesday, May 21, 2024**.

All participating students must be at the school at **8:00 a.m.** to receive Birchland team jerseys and competition labels. We have hired a bus to take the children to the Town Centre Stadium. To help ensure good seating we will be leaving the school around **8:10 a.m.** Opening ceremonies start at 8:50 am. See attached schedule.

The track meet will end at approximately **2:15 p.m.** Students will be picked up by bus at **2:30 p.m.** and returned to Birchland School. If you are picking up your child at the Track Meet please be there by **2:00 p.m.**, in case the Meet ends early.

The track meet will be held rain or shine so students are asked to dress appropriately for the weather. A change of clothes is advisable if the weather is rainy. We strongly suggest that students bring a nutritious snack, lunch and water bottle **labelled** in a disposable bag.

Parents are welcome to attend the track meet. A schedule of the events has been included on the back of this notice. Please note that these times are approximate. It is not uncommon to be running behind or ahead of schedule. Parking is free in all the lots around the stadium, except for the lot across from Douglas College and street parking (near the pedestrian overpass). **We are asking all students who will be leaving the stadium with their parents or alternate adult to be sure to inform their grade assigned teacher so they can be checked off.** We will need some parent volunteers. If you are able to help, please indicate below.

Please sign the consent form on the next page of this letter and indicate how your child will return after the track meet. **Please return this form to the school by WEDNESDAY May 15, 2024.** Students who do not return the form **will not** be permitted to participate in the track meet. If you have any questions or concerns, please feel free to contact Mrs. Hamnett at the school.

Thank you,
BIRCHLAND COACHING STAFF

Parents / guardians - Please keep this page

SCHEDULE OF TRACK AND FIELD EVENTS

GRADE 3 – 5

<u>Time</u>	<u>Category</u>	<u>Event</u>	<u>Location</u>
8:50	Opening Ceremonies		
8:55	Open Boys/Girls	1500	
9:00	Gr. 4 Girls Gr. 4 Boys Gr. 5 Girls Gr. 5 Boys	High Jump High Jump Long Jump Long Jump	High Jump Pit #1 High Jump Pit #2 Long Jump Pit #1 Long Jump Pit #2
9:10	Gr. 3 Boys/Girls A, B & C	400	
9:25	Gr. 4 Boys/Girls A, B & C	400	
9:40	Gr. 5 Boys/Girls A, B & C	400	
10:00	Gr. 3 Boys/Girls Gr. 4 Girls Gr. 4 Boys Gr. 5 Boys	100 Shot Put Shot Put Discus	Shot Put Circle #1 Shot Put Circle #2 Discus Circle
10:30	Gr. 3 Girls Gr. 3 Boys Gr. 4 Boys/Girls Gr. 5 Girls Gr. 5 Boys	Long Jump Long Jump 100 High Jump High Jump	Long Jump Pit #1 Long Jump Pit #2 High Jump Pit #1 High Jump Pit #2
11:00	Gr. 5 Boys/Girls	100	
11:30	Gr. 5 Girls	Discus	Discus Circle
12:00	Gr. 4 Girls Gr. 4 Boys	Long Jump Long Jump	Long Jump Pit #1 Long Jump Pit #2
12:10	Gr. 3 Boys/Girls A & B Gr. 5 Girls Gr. 5 Boys	800 Shot Put Shot Put	Shot Put Circle #1 Shot Put Circle #2
12:25	Gr. 4 Boys/Girls A & B	800	
12:30	Gr. 3 Girls Gr. 3 Boys	High Jump High Jump	High Jump Pit #1 High Jump Pit #2
12:40	Gr. 5 Boys/Girls A & B	800	
12:55	Gr. 3 Boys/Girls	Medley Relay	
1:10	Gr. 4 Boys/Girls	Medley Relay	
1:25	Gr. 5 Boys/Girls	Medley Relay	
1:40	Gr. 3 Boys/Girls	4 x 100	
1:55	Gr. 4 Boys/Girls	4 x 100	
2:10	Gr. 5 Boys/Girls	4 x 100	



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Extracurricular event: District Track and Field Meet

Please include any information such as allergies, medical conditions, etc., that school staff should be aware of surrounding your child’s participation:

My child and I understand that both the School District and School’s Code of Conduct apply during the District Track and Field Meet. I will be responsible for any costs caused by my child’s failure to abide by the Codes of Conduct, including any costs to send my child home.

(Please print) I, _____, give permission for my child

_____ to be taken by bus to participate in the District Track and Field Meet at Coquitlam Town Centre Stadium on **Tuesday, May 21, 2024.**

Please indicate whether your child will need to be bused back to Birchland or will be picked up at Coquitlam Town Centre Stadium. It is imperative that we know this information in advance in order to assist us with the safety of your child.

- My child will be returning to Birchland School @ dismissal 2:38 pm.
- I will be picking my child up at the Town Centre Stadium (please arrive @ 2pm)
- My child will be going home from the Stadium with an alternate adult.
Name of adult _____
- I will be available to help at the Track Meet.
 - I have completed a Criminal Record Check and Volunteer Package.
 - Please send me forms to complete & submit to the office for approval prior to event.

I understand that my child may be exposed to a risk of injury due to accident while participating in these activities.

My daytime contact phone number/email is _____

 Parent/Guardian Signature

 Date

Please complete the above & return it to office by Wednesday, May 15