

# JUNIOR SCHOOL INFORMATION PACKAGE & FORMS

2023-2024

# **Our Vision**

To learn, to lead, to serve.

# **Our Mission**

Our school seeks the excellence in all of us, with passion and compassion. We are a community shaped by the pursuit of truth and goodness, providing outstanding preparation for life.

# **Our Values**

Respect / Courage / Honesty / Service



St. Michaels University School -Junior School

820 Victoria Avenue Victoria, BC V8S 4N3

Telephone: (250) 598-3922

Email: jroffice@smus.ca

Website: www.smus.ca

### **Dear Junior School Families:**

Welcome to St. Michaels University School - Junior School 2023-2024

This information package will assist parents with the new school year and contains information including: After School Care, school supply lists, forms to be completed and bus services provided by St. Michaels University School. Junior School September starting dates are posted online in August.

### **Online Consolidated SMUS Medical Form**

The consolidated medical form is **located online** in the Parent Portal and must be reviewed each year by parents. It is very important that all health information regarding your child is current and that the school has **emergency contact telephone numbers** (other than parents) in the case of illness, emergency or accident. Please check your information thoroughly online in the Parent Portal and **update where necessary**. New parents will complete the Consolidated Medical Form online after completing the Registration process.

The Junior School is an allergy aware school. There are many students with severe allergies; therefore the Junior School provides an allergy aware environment for students with life-threatening allergies and specific information will be communicated as needed in the fall an to ensure the safety of all students.

# **Hard Copy Forms**

The forms below (see forms in this package) need to be printed, completed and returned to the Junior School Office by <u>June 21, 2023</u>. The following forms need to be completed each year by parents:

- ◆ Level 1 and Level 2 Off Campus Activity Form
- Sports Acknowledgement of Risk and Consent Form
- ♦ After School Permissions Pick-up Form
- Acceptable Use Policy for Technology Student Conduct Form
- General Principles of Behavior Form

Thank you for your attention to these important forms.

Mrs. Becky Anderson, BSc, MEd

anders

Junior School



# SMUS Website Information

Press control and click on the title

#### **SMUS Website**

The SMUS website is updated regularly and contains information for families

Links for Current Parents

**Junior School Community** 

#### **SMUS Parent Portal**

Access to student records, report cards, parent teacher interview sign up, medical registration form, student account information. If you have problems logging in, contact

Rob Przybylski at 250-370-6192

or email

robert.przybylski@smus.ca

### **Transportation**

Bus transportation information

### **Family Handbook**

(2023-24 Handbook posted Aug 2023)

SMUS Year at a Glance 2023-2024 Calendar

**SMUS Calendar** 

## **Questions?**

Junior School Office 250-598-3922 jroffice@smus.ca

Data security or SMUS privacy policy questions, please contact Rita Lord, Chief Financial Officer 250-370-6191 or rita.lord@smus.ca

Medical or SMUS Health Policy questions, please contact Keith Driscoll, Director of Boarding & Student Life at 250-370-6136 or keith.driscoll@smus.ca



# **Junior School Student Supply Information**

All Junior School student clothing and belongings must be labelled clearly with the student's full name. Student name labels (iron on & sewn in labels) can be ordered from the SMUS Campus Shop (\$12.50 for 100, labels take several weeks). Please contact the SMUS Campus Shop at Lynne.Franklin@smus.ca to order labels.

Each student **requires a hang up backpack** in solid, school colours (school backpack preferred) as sports bags cannot be accommodated in the hallways. Draw-string SMUS mesh gym bags can be purchased at the SMUS Campus Shop for gym clothing.

The Junior School practices a reduce, reuse, recycle policy. Please send a reusable plastic lunch kit or Thermos-type material lunch kit and a water bottle for student lunches/snacks (no plastic/paper grocery lunch bags).







# Primary (K, Gr 1, 2, 3) & Intermediate (Gr 4 & 5) Supplies

**Kindergarten, Grade 1, 2 and 3 students** will have a single charge applied to their student account for school supplies. These supplies include pencils, notebooks, felt markers, workbooks, binders, art media, home-bags, journals etc. Teachers will inform parents/guardians of the (one time) cost of supplies that have been purchased in bulk.

**Grade 4 and 5 students** will have a single charge applied to their student account for school supplies. All notebooks, duotangs, reasonably priced binders and paper will be supplied by the school and charged to student accounts. Please **do not purchase mechanical pencils, whiteout or binders**. All additional supplies will be stored at school.

### **Additional Supply List**

- Painting smock (t-shirt which pulls over head) with name tag (NOT an optional item)
- All students need access at home to a laptop, chrome book or equivalent device with a keyboard and camera capable of running current releases of operating systems and software and headphones





# **Junior School After School Care Program**

## **After School Care Program:**

St. Michaels University School's After School Care (ASC) drop in program is a welcoming, diverse and inclusive environment that offers a variety of active play, engaging activities and homework assistance that is designed to support students in their emotional, cognitive and social development.

Parents must complete the online Consolidated Health Form in the Parent Portal to be registered in the After School Care program. The completion of this form provides After School Care (ASC) staff with information in case of illness, allergies, accident or emergency. Another requirement of licensing, is all parents must complete the After School Care Form before attending ASC. No exceptions can be made in order to follow all licensing requirements. The After School Care program undergoes a mandated inspection each year and the information requested must be on file.

### **After School Care Fees, Hours & Registration:**

	After School Care	Pro D Days	Holiday Camps <u>Register Here for Camps</u>
Hours	3:15 pm – 5:30 pm	9:00 am – 4:00 pm	9:00 am – 4:00pm
Fee	\$24 per day (billed monthly)	Half Day: \$35 Fully Day: \$55	\$300 (5-day camp)
Before/After Camp Care		8:30 am – 9:00 am 4:00 pm – 4:30 pm	8:30 am – 9:00 am 4:00 pm – 4:30 pm

**ASC Activities:** Fun games, puzzles and organized indoor/outdoor games, reading time, free play, snack time/outdoor play etc.

# **ASC Drop-in sign up:**

- Email the Junior School each day after school care is required by 1:00 pm iroffice@smus.ca
- Please complete the After School Care form if you want to use ASC at any time during the school year. If parents have completed the After School Care form in 2022-2023, you do not need to complete it again.

# ASC Pick-up:

- Pick up will be at the main entrance (sign on door). To pick up your child, please contact:
  - ♦ ASC Staff Phone 778-350-3910 or
  - ♦ Melody Kassiri ASC Coordinator at afterschoolcare@smus.ca
- Other authorized persons (besides parents/guardians) must bring Photo ID for pick up.
  - If you need to arrange for someone else to pick up your child, please let the ASC Coordinator/ staff know and ensure the person brings Photo ID - children will not be released otherwise.
  - ♦ Email Junior School office to update contact information and to add/remove authorized pick up person(s).
- Late pick-up: ASC staff are required to call parent(s)/guardian(s), other authorized pick-up person(s) or emergency contacts. If ASC staff are unable to reach contacts and has no contact from parents or guardians by 6:00 pm, ASC is required to notify the Ministry of Children and Family Development for assistance.



# **Junior School General Principles of Behaviour**

Please Read to your Child

Establishing a foundation of good citizenship at our school, the General Principles of Behavior encourages a culture of respect and an expectation of good judgement amongst the student body. Faculty members are always looking to encourage success for each student, and refer to the General Principles of Behavior to serve as a guide for responses and actions.

# **General Principles of Behaviour:**

The Junior School community expects that each member will work and learn within a climate of respect, which includes the following principles:

- 1. **Respect for one's self:** promoting our personal well-being and taking responsibility for our actions and appearance.
- 2. **Respect for others:** being careful with others' emotional and physical well-being and being accepting of others' differences.
- 3. **Respect for the community:** maintaining an attractive and orderly environment and striving for cooperation with one another.

### Rights and Responsibilities:

- Everyone has a right to learn: I have a responsibility to listen to instructions, work carefully and always try to do
  my best.
- 2. **Everyone has a right to hear and be heard:** therefore, I have a responsibility not to talk, shout or make distracting noises when others are speaking.
- 3. **Everyone has a right to be safe:** therefore, I have a responsibility not to threaten, kick, punch or physically harm others.
- 4. **Everyone has a right to privacy:** therefore, it is my responsibility to respect others' personal property and space.
- 5. **Everyone has a right to be respected:** therefore, I have a responsibility not to tease or bother people, or to hurt their feelings.

Student Name (please print):		_
Student Signature:	Date:	_
Parent/Guardian Name (please print):		
Parent/Guardian Signature:	Date:	

<u>Parents are asked to read this form with your child</u> and have the student complete the student name and sign (if able to write). Parent name and signature is also required.



# Acceptable Use Policy for Technology Student Conduct Form 2023 - 2024

All students at St. Michaels University School must complete the Student Conduct form. Please read this form with your child and have the student complete the student name and sign (if able to write). Parent name and signature is also required.

# **Rules for Technology Use:**

- 1. I will follow the SMUS Junior School Code of Conduct.
- 2. I will tell my teacher right away if I come across any information that makes me feel uncomfortable.
- 3. I will not give my password to anyone else, or use anyone else's password.
- 4. I will not access anyone else's files without permission from a teacher.
- 5. I will not give out personal information, such as my name, address and telephone number or information about family or friends.
- 6. I will not use inappropriate, harassing or bullying language online
- 7. I will not agree to get together with anyone I meet online. I will not use social media without permission from a teacher.
- 8. I will not respond to any messages that are mean or make me feel uncomfortable and will report any incidences to the School.
- 9. I will not plagiarize or copy any work done by other people.
- 10. I will not print excessively, print directly from the internet or print email, unless permission is given to me by a teacher.
- 11. I will not purposely damage any part of the school's technology equipment or computer network.
- 12. I will not use any personal device during school hours, unless I have been given permission by the Director of the Junior School.

Failure to comply with these rules will result in disciplinary action as stated in the SMUS Junior School Code of Conduct.

Student Name (please print):				
Student Signature:(if able to sign name)	Date:			
Parent/Guardian Name (please print):				
Parent/Guardian Signature:	Date:			

(To indicate that a conversation has occurred with the student)



# **Sport Acknowledgement of Risk and Consent**

Please complete form, print and sign. Return to Junior School Office

Student Name:		_Student Grade:	Age:
Throughout the year, SMUS student recognize the value of these sports. There is also an understanding that	s teams for the education	al, athletic and experiential b	enefits they provide to students
While attempting to minimize the ris and frequency of injuries that stude nature and extent of injuries are als to call the coaches of the respective taken to alleviate or reduce them.	nts may sustain while par o dependent on the behav	ticipating in specific sports. It vior and actions of the individu	must also be recognized that the ual player. We encourage parents
Sports Group	Low Severity	Moderate Severity	High Severity
Indoor gym games, badminton, track & field, cross country running, swimming	Frequent injuries (see definitions)	Occasional injuries (see definitions)	Rare injuries (see definitions)
Soccer, field hockey, basketball, gymnastics, field games	Frequent injuries (see definitions)	Occasional Injuries (see definitions)	Rare Injuries (see definitions)
Frequent: This type of injury can occur at a Occasional: This type of injury may occur Rare: This type of injury may occur but doe Severity of Injury:  Low: Injuries requiring basic first aid, wactivity.  Moderate: Injuries may require more the playing in the activity and require some High: This type if injury, requires immer rehabilitation. Students are not able to other activities.  Parent/Guardian Acknowledgements	a number of times each year (some some not happen every year (severe thich heals with no long-term nan basic first aid, possibly in time to heal. diate medical care in the infirontinue playing in the activition	orains, mild concussions, cuts, major e concussions, eye injuries, long bon issues. Participants typically cor cluding a hospital visit. Participa mary and/or hospital and may re y and the injury may restrict their	r bruises, broken small bones) e fractures, spinal cord injury) ntinue participating in the ants are usually not able to continue
The undersigned, as the parent(s) or g			n this form about sports activities a
SMUS and, hereby:	,		
<ul> <li>a) Consent to the student participating locations on Vancouver Island and</li> <li>b) Understand that certain sports have</li> <li>c) Recognize and understand the invehicle travel, accident/illness in participating</li> <li>St. Michaels University School em</li> <li>d) Authorize the trip leaders to connecessary in the event of an emer</li> <li>e) I DO NOT want my son/daughte</li> </ul>	d the Lower Mainland (if requive a higher frequency and set herent risks associated with places without nearby medical ployees, related parties and insent to medical treatment regency.	uired). everity of injury. these types of activities, including all facilities, weather and other cagents. for the student by any qualifier	ng but not limited to, the hazards o pircumstances beyond the control o ed medical practitioner as may be
Parent/Guardian Name (plea	se print):		
Parent/Guardian Signature:		Date:	·



# Level 1 and 2 Off Campus Activity Acknowledgement of Risk and Consent Form

Please complete form, print and sign. Return to Junior School Office

Student Name:	Student Grade:	Age:
Throughout the year, SMUS Staff coordinate a wide ran Governors and Staff recognize the value of these activities to students. There is also an understanding that the safe preparation requirements for different off-campus trips (Vancouver field trip).	for the educational, athletic an ety of all participants should a	d experiential benefits they provide lways be the primary concern. The
Therefore, activities are separated into 3 levels of risk bas specific set of pre-trip preparation requirements and pare associated with the activity. This Acknowledgement of Ris For Level 1 activities, parents may not receive any additiparents. For Level 3 activities, parents will be provided with	nt information, which corresponds sk and Consent form applies to conal information. Information f	nds with the increased level of risk Level 1 and Level 2 activities only
Level 1 Activities:		
Of one day or less in duration within the normal academic s	school day	
<ul> <li>Within the vicinity of the Junior School</li> <li>Involves activities with no increased level of risk (the same</li> </ul>	as what one would expect at scho	pol)
Examples of Level 1 Activities include but are not limited to:	·	,
Science, Art, Geography or other class activity in the vicinit  Non-centest doubling energing event.	ry of the Junior School	
<ul> <li>Non-contact daytime sporting event</li> <li>Level 2 Activities:</li> </ul>		
<ul> <li>Of one day or less in duration but not entirely within regula</li> </ul>		
Take place within the Greater Victoria and Southern Vanco     May involve activities with a reiningal ingresses in level of rice	-	nsportation
<ul> <li>May involve activities with a minimal increase in level of ris</li> <li>Examples of Level 2 Activities include but are not limited to:</li> </ul>	K	
Daytime activities that require transportation		
Museum trips, Imax movies     Transport Decreases and performances.		
<ul> <li>Evening Drama or Music rehearsals and performances</li> <li>Non-contact evening or weekend day sporting events at an</li> </ul>	other school or in the vicinity of S	MUS Junior School
After-school activities with minimal level of increased risk	,,	
Parent/Guardian Acknowledgement of Risk and Cons	sent:	
The undersigned, as the parent(s) or guardian(s) of the studen Activities, hereby:	t, having reviewed the information	on this form about Level 1 or Level 2
<ul> <li>a) Consent to the student participating in the type of activities</li> <li>b) Recognize and understand the inherent risks associated vehicle travel, accident/illness in places without nearby m St. Michaels University School employees, related parties</li> <li>c) Authorize the trip leaders to consent to medical treatm</li> </ul>	with these types of activities included in the sedical facilities, weather and other and agents.	r circumstances beyond the control of
necessary in the event of an emergency.		
Parent/Guardian Name (please print):		
Parent/Guardian Signature:	Da	te:



# **Bus Transportation & Parent Pick-up Routines**

### Information

**All bus students must register to ride the bus**. All students who wish to ride the bus to and/or from school on any of our bus routes **MUST** complete the online <u>bus transportation form</u>.

The St. Michaels University School has a daily bus service running in the morning and afternoon. The routes are provided to parents at a reasonable cost. The areas covered for pick up and drop off are wide ranging, from Langford to North Saanich to Oak Bay and various points in between.

Routes are laid out based on demand. Final decisions for routes and times will be made by September of the coming school year. The current transportation routes can be viewed on the SMUS website under Transportation as well as fees and other information about the bus services.

### **Contact Information**

If you have any questions about the SMUS bus transportation or routes, please contact the Transportation Department Manager at 250-370-6150.

## **End of Day Parent Pick-up Routine:**

At the end of the school day, students will be dismissed from their class with a staggered departure timing. Students will exit out the side gate and go to their class zone to wait for parents. Parents can choose options for the end of day routine:

### **Express Pick up:**

The Junior School offers an Express Pick-up option for students. Express pick-up is for students who will be collected out front of the school **by parents who drive up and stay within their vehicle**. If your child is not in the Express Pick up location out front, **parents are asked to NOT park and leave their vehicle in the bus or Express Pick up zone**.

### Pick up for Parents who park, bike or walk to school:

Students can be collected by parents who park their car on nearby streets (please do not block neighbour driveways) and walk to the Junior School while their child is waiting.

### Daily Bus Sign-up for trip home:

Students **sign up in class for the bus each morning during attendance** or parents can email the Junior School Office to sign up. Students who sign up for the bus are placed on a Junior School bus list by the Office staff for dismissal each day.

The children taking the bus home stay in their homeroom classroom until the bus arrives and are called over the PA system to board the bus.

If a parent/caregiver/grandparent picks up a child on a day the student is signed up for the bus, parents must contact the office at iroffice@smus.ca or telephone 250-598-3922 to ensure the student is REMOVED from the bus list. When a student on the bus list does not board the bus at dismissal, the bus is held until the student is located or confirmation is received that a student went home with a parent or family member on their pick up list.



# **After School Permissions Pick-up Form**

### Information

All parents/guardians must complete the After School Permissions Pick-up Form each school year (as this information frequently changes).

The After School Permissions Pick-up Form is authorization for specific individuals to pick up their child or children from the Junior School. This form is also the authorization for students who will be walking home or riding bicycles from the Junior School on their own without adult supervision.

Please note that any changes to the pick up permissions, MUST be communicated to the Junior School office and the changes added to this form. This can be done by email or telephone confirmation by parents/guardian.

Students <u>will not be released to individuals not on the After School Permissions Pick-up form</u>. ID will also be required for adults picking up students who have been added by parents (by email and telephone).



Parents MUST notify the Junior School Office if there are any changes to the After School Pick-up Permissions routines.

Each child is accounted for at the end of the school day for safety reasons.

Thank you for your co-operation with these important routines.



# **After School Permissions Pick-up Form**

Please print form, complete in ink and sign form. Return to Junior School Office

Stude	nt Name: _				
Stude	nt Grade: _		Teacher:		
V	Vill be collect	ed each day fro	m SMUS Junior S	chool by (use fu	II names):
Name:					
Name:					
Name:					
The foll	lowing peopl	e have permissi	on to pick up my	child (if a parent/	/guardian cannot):
Name:	: 				
Name:	:				
		My child has p	permission to wall	k home on:	
	Monday	Tuesday	Wednesday	Thursday	Friday
	Мус	hild has permis	sion to ride his/he	er bicycle home o	on:
	Monday	Tuesday	Wednesday	Thursday	Friday
		_	cknowledge that regarding After S	-	
Parent/G	Buardian Sigr	nature:		Date:	

Children not picked after school, will be placed in After School Care

Please notify the Junior School Office, if there are any changes to this information.

Any person not on this list, will not be able to pick up students

without prior consent by the parent or guardian.

# SMUS

## **Junior School Uniforms**

### **Information**

Students wear <u>school uniforms</u> each day. Number One dress uniform is required on Mondays, special occasions (concerts, performances, SMUS events etc.) or when students are representing the School.

We encourage all students to feel pride in being members of St. Michaels University School and wear their uniforms proudly. All non uniform colours detract from the uniforms and are not allowed. All outer wear must be in school colours of solid blue or black.

We highly recommend that parents order clothing labels in June or July to prepare for the following year. Please email lynne.franklin@smus.ca to order labels with your child's name from the SMUS Campus Shop.

Please purchase a backpack that is large enough to hold all the items needed at school. We also require that backpacks are in solid school colours. A SMUS backpack is available (good quality and size) at the Campus Shop. SMUS backpacks need to be ordered well in advance (delivery takes 4-5 weeks).

Please purchase all school uniform items from the Campus Shop, located on the Richmond Road Campus 3400 Richmond Road, Victoria BC or through the Parents' Auxiliary Used Uniform sales (see page 16 for Used Uniform information).

The <u>Family Handbook</u> contains information regarding the dress code and uniform required for Junior School students (summer/winter/daily uniforms). The 2023-2024 Family Handbook will be sent to parents in the summer of 2023 via email (online copies only) and is located at the bottom of the Links for Current Parents SMUS webpage.

The tables following refer to "crested" items, which means the SMUS logo or name

Grade	Number One Uniform (worn Mondays & at SMUS special events)	Number Two Uniform
Kindergarten	Red crested polo shirt Navy crested cardigan or sweater	Red crested polo shirt Navy crested cardigan or sweater or vest
	Choice of:  Tartan tunic (black bike shorts underneath)  Grey pants  Choice of:  Navy knee socks or tights with tunic  Grey socks with pants  Plain black dress shoes (buckle or Velcro)	Choice of:  Tartan tunic (black bike shorts underneath) Grey pants Grey shorts Navy culottes Choice of: Navy knee socks or tights with tunic Grey knee socks (with shorts only) or grey dress socks (with long pants only) White ankle socks with culottes only Plain black dress shoes (buckle or Velcro)



# **Junior School Uniforms**

The tables following refer to "crested" items, which means the SMUS logo or name

Grade	Number One Uniform (worn Mondays & at SMUS special events)	Number Two Uniform
Grade 1–4	White crested dress shirt Junior School tie Navy crested cardigan or sweater  Choice of:  Tartan tunic (black bike shorts underneath) – K-3 only  Kilt (with pin & black bike shorts underneath) – Grade 4 only  Grey pants  Choice of:  Navy knee socks or tights with tunic  Grey socks with pants  Plain black dress shoes	White crested polo shirt Navy crested cardigan, sweater, or vest  Choice of:  Tartan tunic (black bike shorts underneath)  -K-3 only  Kilt (with pin & black bike shorts underneath) – Grade 4 only  Grey pants  Grey shorts  Navy culottes  Choice of:  Navy knee socks or tights with tunic  Grey knee socks (with shorts only) or grey dress socks (with long pants only)
		White ankle socks with culottes only     Plain black dress shoes
Grade 5	White crested dress shirt Junior School tie Crested blazer  Choice of:  • Kilt (with pin & black bike shorts underneath)  • Grey pants  Choice of:  • Navy knee socks or tights with kilt  • Grey knee socks (with shorts only) or grey dress socks (with long pants only)  Plain black dress shoes	White crested polo shirt Navy crested cardigan, sweater, or vest  Choice of:  Kilt (with pin & black bike shorts underneath) Grey pants Grey shorts Navy culottes  Choice of:  Navy knee socks or tights with tunic Grey knee socks (with shorts only) or grey dress socks (with long pants only) White ankle socks with culottes only  Plain black dress shoes

### Other uniform information:

Hair must be natural colour, and all adornments such as hair bands, ribbons and barrettes must be in school tartan or in solid school colours of black, navy, red or white. Nail polish is not permitted. A single pair of ear studs or small hoops is permitted.

Students can wear Number One uniform on Number Two days, but the uniform must be worn properly.

# SMUS

## **Junior School Uniforms**

### **Outerwear for Recess**

# Kindergarten to Grade 5

- Outdoor jackets: a solid-coloured navy blue or black jacket
- Navy crested fleece jacket or vest (crested fleece is only worn as outerwear and may not replace the pullover or Gr 5 blazer)
- Rubber boots (left at school) in navy blue, black or red
- Navy or black rain pants (left at school -Grades 1 − 5)
- Navy or black rain jacket (left at school Grades 1 − 5)
- Muddy buddy in school colours red, black or navy (Kindergarten only)
- Toques, gloves in school colours
- · Spare pair of socks
- Sun hat /school ball cap in school colours
- Backpacks in neutral school colours (school backpacks preferred)
- \* Please note that the navy crested fleece and navy crested outdoor jacket are useful requested uniform items

### PE & Art Clothing Items

# Kindergarten to Grade 5

- SMUS mesh gym bag
- · Royal blue crested hoodie
- · Black sweat pants
- Royal-blue crested gym shirt (Grades 1 5 only)
- Black crested gym shorts (Grades 1 5 only)
- · Runners with non-marking soles
- Art shirt (large oversized t-shirt) (Grades 1 5 only)
- Plain white sport socks (Grades 4-5 only)

### **Used Uniform Sales**

The St. Michaels University School Parents' Auxiliary offers a used uniform sale at the beginning of the school year at the Senior School 3400 Richmond Road Campus in the large gym in early September. Information will be sent out to parents in August 2023 with further information.

The SMUS Parents' Auxiliary also operates a used uniform shop that runs the first Tuesday of every month (or the first Tuesday of the month that school is in session) from 2:00 to 5:00 pm at the school's Shelbourne location: 3410 Shelbourne Street (where buses are stored).

If you have any questions concerning the used uniform sales please email: used.uniforms@smus.ca



