

All lists can be expanded by clicking the plus +

All lists marked in Bold are manually edited. Non-bold lists are automatically populated.

District Distribution Lists

saanich_accountsclerical@saanichschools.ca	School-based Accounts staff
saanich_allclerical@saanichschools.ca	All Clerical
saanich_cirt@saanichschools.ca	Critical Incident Response Team
saanich_counsellors@saanichschools.ca	School-based Counsellors
saanich_elementarysupportteachers@saanichschools.ca	Elementary Support Teachers
saanich_exempt@saanichschools.ca	District Exempt Staff
saanich_executive@saanichschools.ca	District Executive Team
saanich_frencheducationassistants@saanichschools.ca	French EAs
saanich_frenchteachers@saanichschools.ca	All French Teachers
saanich_frenchttoocs@saanichschools.ca	All French TTOCS
saanich_healthyschoolschamps@saanichschools.ca	Healthy Schools Champs
saanich_itinerantstaff@saanichschools.ca	Saanich Itinerant Staff
saanich_leadershipprogram@saanichschools.ca	Saanich Leadership Program
saanich_middlesupportteachers@saanichschools.ca	Middle Support Teachers
saanich_office@saanichschools.ca	All PVP and Office Clerical
saanich_officeclerical@saanichschools.ca	All Head Secretaries, Receptionists, Accounts Clerks
saanich_pvp@saanichschools.ca	All Principals and Vice Principals
saanich_secondarysupportteachers@saanichschools.ca	Secondary Support Teachers
saanich_sogileads@saanichschools.ca	School-based SOGI Leads
saanich_supportstaff@saanichschools.ca	All non-Admin or non-Teachers
saanich_teachers@saanichschools.ca	All Teachers
saanich_trustees@saanichschools.ca	District Trustees
saanich_youthandfamilycounsellors@saanichschools.ca	All school-based YFCs

District Department Lists

custodial_admin@saanichschools.ca	Custodial Management
custodial_clerical@saanichschools.ca	Custodial Clerical
custodial_custodians@saanichschools.ca	Custodians
education_admin@saanichschools.ca	Education Management
education_clerical@saanichschools.ca	Education Clerical
facilities_allclerical@saanichschools.ca	Facilities Clerical
facilities_admin@saanichschools.ca	Facilities Management
facilities_allstaff@saanichschools.ca	All Facilities Staff
facilities_electrical@saanichschools.ca	Electricians
facilities_grounds@saanichschools.ca	Grounds
facilities_hvac@saanichschools.ca	HVAC
facilities_maintenance@saanichschools.ca	Maintenance
facilities_secfloor@saanichschools.ca	Managers and Clerical 2nd floor Facilities

finance_admin@saanichschools.ca	Finance Management
finance_clerical@saanichschools.ca	Finance Clerical
finance_payroll@saanichschools.ca	Finance Payroll
humanresources_admin@saanichschools.ca	HR Management
humanresources_clerical@saanichschools.ca	HR Clerical
indigenouseducation_pvp@saanichschools.ca	Indigenous Education PVP
informationtechnology_admin@saanichschools.ca	IT Management
informationtechnology_clerical@saanichschools.ca	IT Clerical
informationtechnology_teachers@saanichschools.ca	IT Teachers
informationtechnology_technicians@saanichschools.ca	IT Technicians
learningservices_admin@saanichschools.ca	Learning Services Management
learningservices_clerical@saanichschools.ca	Learning Services Clerical
learningservices_staff@saanichschools.ca	Learning Services Staff
maintenance_admin@saanichschools.ca	Maintenance Management
maintenance_clerical@saanichschools.ca	Maintenance Clerical
maintenance_staff@saanichschools.ca	All Maintenance Staff
sbo_admin@saanichschools.ca	Management Team at School Board Office
sbo_allclerical@saanichschools.ca	SBO Clerical
sbo_allstaff@saanichschools.ca	All Staff in main building
transportation_admin@saanichschools.ca	Transportation Management
transportation_busdrivers@saanichschools.ca	Bus Drivers
transportation_clerical@saanichschools.ca	Transportation Clerical

Other District Lists (bolded lists are manually updated)

ams_clerical@saanichschools.ca	Absence Management clerical
cellphone_users@saanichschools.ca	District cell phone users
cic_mentors@saanichschools.ca	Children in Care mentors
freshgrade_all@saanichschools.ca	All Freshgrade Teachers
freshgrade_mentors@saanichschools.ca	Freshgrade Mentors
hydro_poweroutage@saanichschools.ca	Notification list > Hydro Outage
indigenous_keypeople@saanichschools.ca	Indigenous Key People
indigenous_teachers@saanichschools.ca	Indigenous Teachers
learningcommons_teachers@saanichschools.ca	Learning Commons Teachers
learningcommons_techs@saanichschools.ca	Learning Commons Techs
powerschool_changenotifications@saanichschools.ca	Powerschool notification group
viha_otpt@saanichschools.ca	VIHA PTs and OTs

School Distribution Lists Explained

"Location"_allclerical@saanichschools.ca	All office clerical and other clerical in School1
"Location"_allstaff@saanichschools.ca	All Admin, Teachers, CUPE staff
"Location"_office@saanichschools.ca	All Admin and office clerical
"Location"_officeclerical@saanichschools.ca	Head Secretary, Receptionist, Accounts
"Location"_pvp@saanichschools.ca	Principal and Vice Principals
"Location"_supportstaff@saanichschools.ca	All staff minus Admin and Teachers
"Location"_teachers@saanichschools.ca	All Teachers
"Location"_custodian@saanichschools.ca	All Custodians
"Location"_learningservices@saanichschools.ca	All Learning Services staff

School Specific Lists

BAYSIDE	bayside_allclerical@saanichschools.ca
	bayside_allstaff@saanichschools.ca
	bayside_custodian@saanichschools.ca
	bayside_indigenousea@saanichschools.ca
	bayside_itinerant@saanichschools.ca
	bayside_office@saanichschools.ca
	bayside_officeclerical@saanichschools.ca
	bayside_pvp@saanichschools.ca
	bayside_supportstaff@saanichschools.ca
	bayside_teachers@saanichschools.ca
BRENTWOOD	brentwood_allclerical@saanichschools.ca
	brentwood_allstaff@saanichschools.ca
	brentwood_custodian@saanichschools.ca
	brentwood_indigenousea@saanichschools.ca
	brentwood_itinerant@saanichschools.ca
	brentwood_learningservices@saanichschools.ca
	brentwood_office@saanichschools.ca
	brentwood_officeclerical@saanichschools.ca
	brentwood_pvp@saanichschools.ca
	brentwood_supportstaff@saanichschools.ca
	brentwood_teachers@saanichschools.ca
CDC	cdc_allclerical@saanichschools.ca
	cdc_allstaff@saanichschools.ca
	cdc_custodian@saanichschools.ca
	cdc_office@saanichschools.ca
	cdc_officeclerical@saanichschools.ca
	cdc_pvp@saanichschools.ca
	cdc_supportstaff@saanichschools.ca
	cdc_teachers@saanichschools.ca

CLAREMONT	claremont_allclerical@saanichschools.ca
	claremont_allstaff@saanichschools.ca
	claremont_custodian@saanichschools.ca
	claremont_indigenousea@saanichschools.ca
	claremont_itinerant@saanichschools.ca
	claremont_learningservices@saanichschools.ca
	claremont_office@saanichschools.ca
	claremont_officeclerical@saanichschools.ca
	claremont_pvp@saanichschools.ca
	claremont_supportstaff@saanichschools.ca
	claremont_teachers@saanichschools.ca
CORDOVA BAY	cordovabay_allclerical@saanichschools.ca
	cordovabay_allstaff@saanichschools.ca
	cordovabay_custodian@saanichschools.ca
	cordovabay_indigenousea@saanichschools.ca
	cordovabay_itinerant@saanichschools.ca
	cordovabay_office@saanichschools.ca
	cordovabay_officeclerical@saanichschools.ca
	cordovabay_pvp@saanichschools.ca
	cordovabay_supportstaff@saanichschools.ca
	cordovabay_teachers@saanichschools.ca
DEEP COVE	deepcove_allclerical@saanichschools.ca
	deepcove_allstaff@saanichschools.ca
	deepcove_custodian@saanichschools.ca
	deepcove_indigenousea@saanichschools.ca
	deepcove_itinerant@saanichschools.ca
	deepcove_office@saanichschools.ca
	deepcove_officeclerical@saanichschools.ca
	deepcove_pvp@saanichschools.ca
	deepcove_supportstaff@saanichschools.ca
	deepcove_teachers@saanichschools.ca
ILC BROADMEAD	ilcb_allclerical@saanichschools.ca
	ilcb_allstaff@saanichschools.ca
	ilcb_custodian@saanichschools.ca
	ilcb_office@saanichschools.ca
	ilcb_officeclerical@saanichschools.ca
	ilcb_pvp@saanichschools.ca
	ilcb_supportstaff@saanichschools.ca
	ilcb_teachers@saanichschools.ca
ILC SAANICHTON	ilc_beaconteam@saanichschools.ca
	ilcs_allclerical@saanichschools.ca

	ilcs_allstaff@saanichschools.ca
	ilcs_custodian@saanichschools.ca
	ilcs_office@saanichschools.ca
	ilcs_officeclerical@saanichschools.ca
	ilcs_pvp@saanichschools.ca
	ilcs_supportstaff@saanichschools.ca
	ilcs_teachers@saanichschools.ca
KEATING	keating_allclerical@saanichschools.ca
	keating_allstaff@saanichschools.ca
	keating_custodian@saanichschools.ca
	keating_frenchstaff@saanichschools.ca
	keating_indigenousea@saanichschools.ca
	keating_itinerant@saanichschools.ca
	keating_office@saanichschools.ca
	keating_officeclerical@saanichschools.ca
	keating_pvp@saanichschools.ca
	keating_supportstaff@saanichschools.ca
	keating_teachers@saanichschools.ca
KELSET	kelset_allclerical@saanichschools.ca
	kelset_allstaff@saanichschools.ca
	kelset_custodian@saanichschools.ca
	kelset_indigenousea@saanichschools.ca
	kelset_itinerant@saanichschools.ca
	kelset_learningservices@saanichschools.ca
	kelset_office@saanichschools.ca
	kelset_officeclerical@saanichschools.ca
	kelset_pvp@saanichschools.ca
	kelset_supportstaff@saanichschools.ca
	kelset_teachers@saanichschools.ca
LOCHSIDE	lochside_allclerical@saanichschools.ca
	lochside_allstaff@saanichschools.ca
	lochside_custodian@saanichschools.ca
	lochside_indigenousea@saanichschools.ca
	lochside_itinerant@saanichschools.ca
	lochside_office@saanichschools.ca
	lochside_officeclerical@saanichschools.ca
	lochside_pvp@saanichschools.ca
	lochside_supportstaff@saanichschools.ca
	lochside_teachers@saanichschools.ca
NORTH SAANICH	northsaanich_allclerical@saanichschools.ca
	northsaanich_allstaff@saanichschools.ca

	northsaanich_custodian@saanichschools.ca
	northsaanich_french@saanichschools.ca
	northsaanich_indigenousea@saanichschools.ca
	northsaanich_itinerant@saanichschools.ca
	northsaanich_office@saanichschools.ca
	northsaanich_officeclerical@saanichschools.ca
	northsaanich_pvp@saanichschools.ca
	northsaanich_supportstaff@saanichschools.ca
	northsaanich_teachers@saanichschools.ca
PARKLAND	parkland_allclerical@saanichschools.ca
	parkland_allstaff@saanichschools.ca
	parkland_custodian@saanichschools.ca
	parkland_ibteam@saanichschools.ca
	parkland_indigenousea@saanichschools.ca
	parkland_internationalteam@saanichschools.ca
	parkland_itinerant@saanichschools.ca
	parkland_office@saanichschools.ca
	parkland_officeclerical@saanichschools.ca
	parkland_pvp@saanichschools.ca
	parkland_supportstaff@saanichschools.ca
	parkland_teachers@saanichschools.ca
PROSPECT LAKE	prospectlake_allclerical@saanichschools.ca
	prospectlake_allstaff@saanichschools.ca
	prospectlake_custodian@saanichschools.ca
	prospectlake_indigenousea@saanichschools.ca
	prospectlake_itinerant@saanichschools.ca
	prospectlake_office@saanichschools.ca
	prospectlake_officeclerical@saanichschools.ca
	prospectlake_pvp@saanichschools.ca
	prospectlake_supportstaff@saanichschools.ca
	prospectlake_teachers@saanichschools.ca
ROYAL OAK	royaloak_allclerical@saanichschools.ca
	royaloak_allstaff@saanichschools.ca
	royaloak_custodian@saanichschools.ca
	royaloak_indigenousea@saanichschools.ca
	royaloak_itinerant@saanichschools.ca
	royaloak_learningervices@saanichschools.ca
	royaloak_office@saanichschools.ca
	royaloak_officeclerical@saanichschools.ca
	royaloak_pvp@saanichschools.ca
	royaloak_sitesafety@saanichschools.ca
	royaloak_supportstaff@saanichschools.ca
	royaloak_teachers@saanichschools.ca

SIDES	sides_allclerical@saanichschools.ca
	sides_allstaff@saanichschools.ca
	sides_beverlakestaff@saanichschools.ca
	sides_counsellors@saanichschools.ca
	sides_custodian@saanichschools.ca
	sides_elementary@saanichschools.ca
	sides_elementaryteachers@saanichschools.ca
	sides_indigenousea@saanichschools.ca
	sides_itinerant@saanichschools.ca
	sides_it@saanichschools.ca
	sides_learningservices@saanichschools.ca
	sides_learningserviceteachers@saanichschools.ca
	sides_office@saanichschools.ca
	sides_officeclerical@saanichschools.ca
	sides_pvp@saanichschools.ca
	sides_royaloakstaff@saanichschools.ca
	sides_secondary@saanichschools.ca
	sides_secondaryteachers@saanichschools.ca
	sides_staffcommittee@saanichschools.ca
	sides_supportstaff@saanichschools.ca
	sides_teachers@saanichschools.ca
SIDNEY	sidney_allclerical@saanichschools.ca
	sidney_allstaff@saanichschools.ca
	sidney_custodian@saanichschools.ca
	sidney_indigenousea@saanichschools.ca
	sidney_itinerant@saanichschools.ca
	sidney_office@saanichschools.ca
	sidney_officeclerical@saanichschools.ca
	sidney_pvp@saanichschools.ca
	sidney_supportstaff@saanichschools.ca
	sidney_teachers@saanichschools.ca
SISP	sisp_allstaff@saanichschools.ca
	sisp_pvp@saanichschools.ca
	sisp_teachers@saanichschools.ca
	sisp_supportstaff@saanichschools.ca
	sisp_allclerical@saanichschools.ca
	sisp_officeclerical@saanichschools.ca
	sisp_office@saanichschools.ca
STELLY'S	stellys_allclerical@saanichschools.ca
	stellys_allstaff@saanichschools.ca
	stellys_counsellors@saanichschools.ca
	stellys_custodian@saanichschools.ca

	stellys_indigenousea@saanichschools.ca
	stellys_indigenouseducation@saanichschools.ca
	stellys_ist@saanichschools.ca
	stellys_itinerant@saanichschools.ca
	stellys_office@saanichschools.ca
	stellys_officeclerical@saanichschools.ca
	stellys_pvp@saanichschools.ca
	stellys_sitesafety@saanichschools.ca
	stellys_staffabsence@saanichschools.ca
	stellys_subjectchairs@saanichschools.ca
	stellys_supportstaff@saanichschools.ca
	stellys_teachers@saanichschools.ca