



# September Newsletter

## Welcome Back!

Thank you to staff, students and parents for a great start back! We have had a great two days as students are learning about hand hygiene, social distancing and working with wearing masks.

I would also like to thank the school community for all the warm welcomes to Kenilworth Public School, it is great to be in a small, community school in North Wellington. As I am new to Kenilworth I would like to introduce myself to the school community. My name is Laura Cozzarin and I am the new Principal. This will be my 20th year in education. I have previously been the Vice-Principal at Victoria Cross PS, Arthur PS and Minto-Clifford PS. I am married to Kevin and have 4 children ages 15, 13, 11 and 9. Outside of work hours, our family spends much time at the dance studio and talking about our love of Disney! I look forward to meeting you all, hopefully one day in person! Although we can't meet in person, I am always happy to speak on the phone or virtually through a google meet. I can be reached at 519 848-3320 ext 223 or [laura.cozzarin@ugdsb.on.ca](mailto:laura.cozzarin@ugdsb.on.ca).

Yours in Education

Laura Cozzarin

## School Organization

We currently have 73 students enrolled for in-class learning and 7 students in remote learning. We have 4 homeroom classrooms. We also have some new staff members. Please welcome; Mrs. Checkley, Ms. Forsey, Ms. Gallant and Ms. Milne, Mrs. Leadlay.

JK/SK	Mrs. Capell	CYC	Ms. Forsey
Gr 1/2	Mrs. Kress	Office CoOrdinator	Ms. Gallant
Gr 3/4	Mr. Gauci	Custodian	Ms. Milne
Gr 5/6	Mrs. Checkley	Lunch Supervisor	Mrs. Leadlay
Core French	Mr. Ferguson		
Planning/Library	Mrs. Cyr/Mrs. Cozzarin		
Resource	Mrs. Cozzarin/TBD		

## Communication-UGConnect

Our main mode of communication with families will be with the UGDSB School Messenger App which is a communication tool for your smartphone. Designed to streamline communication between schools and the communities they serve, the Upper Grand Mobile app provides parents with a simple interface with up to date information including news, calendars and social media feeds. The Upper Grand Mobile App (called UG Connect) is available today for free at either the Google Play Store or at iTunes. Use the search term "Upper Grand" to find the app. Once you have the Upper Grand app on your device, go into "Settings" within the app and select Kenilworth Public School. Information from our website can be seen in the News section of the app and our calendar details will show up there too.

## **Paying for School Items- PLEASE REGISTER FOR SCHOOL CASH ONLINE**

We will be introducing School Cash Online this year for safety and efficiency reasons. If the time comes that we are able to offer food days and milk again, payments will only be accepted through Cash Online. Please take a few minutes to register so you can enjoy the convenience of online shopping now and into the coming school years.

Here's How to Register for Online Payments

Step 1: Go to this website - [ugdsb.schoolcashonline.com](http://ugdsb.schoolcashonline.com)

Step 2: Register by selecting "Get Started Now" and follow the steps

Step 3: Respond to the confirmation email, select the "click here" option, sign in and add each of your children to your household account

## **Safe Arrival Procedures**

If your child is going to be absent for any reason, please phone the school at any time and leave a message on our answering machine at (519)848-3320. If your child is absent at 8:40 AM and we have not heard from you, a call home will be made from the school. If we are unable to reach you, we will then try the emergency contact number. If this fails, we must report to the police. If you know your child is going to be away or late ahead of time, please call the school. At this time, we can not accept notes from home. This also applies to our end of day procedures. It is assumed all students will be on the bus, unless a phone call is made to the school from a parent/guardian.

If you will be dropping off your child(ren) in the morning we ask that you drop them off at 8:40 and if you are picking up we ask that you pick up your child at 3:00. This will help with keeping the parking lot safe during unloading and loading buses.

## **Meet the Teacher Night**

Traditionally schools have invited families into the school in the evening to see your child's classroom and to meet their teacher. Unfortunately at this time, we are unable to have families inside the school. Please stay tuned for more information how this night may look this year!

## **Fundraising-Terry Fox**

As we continue to welcome students back into our schools and focus on new protocols to help keep students and staff safe, the Upper Grand District School Board has notified schools that school-organized fundraising will be paused at this time.

The board recognizes that fundraising is a big part of school culture, however at this time, the board would like to focus on efforts to reduce the risk of transmission of COVID-19 in our schools, and to that end limit the number of occasions where funds and goods are changing hands. There may still be some events that schools participate in, but without the fundraising component. The annual Terry Fox Run is one example of this. While individual classroom teachers may choose to take students out on the yard for a socially distanced walk/run, the school will not be collecting funds. Parents may, however, donate directly to the foundation online.

The UGDSB knows that there are many people in our families and communities who are in need and will work with schools and our community partners to continue to support those in need through community partnerships and direct support. The board also encourages families and students who

are interested in supporting a cause to support them directly rather than through their school at this time.

The board will continue to revisit this decision and make adjustments accordingly, but for the time being we thank everyone for their understanding that school-organized fundraisers will be on hold.

## **Lost and Found**

For safety reasons we are unable to collect Lost and Found items. Please label your children's clothing so that lost items can be returned to your child.

## **PATS Meetings (School Council)**

PATS (Parents Assisting Teachers and Students) meetings are an excellent opportunity for parents to become involved in school life. It is an opportunity to discuss school programs, support the purchase of resources through fundraising, and be an advisory group for the administration and staff at the school. Anyone can be involved. The School Council usually meets monthly. The next PATS meeting is Thursday, October 8th at 6:30. These meetings will be held virtually at this time. Please check out the website for the Google Meet Code.

## **School Emergency Response Training and Annual Drills**

This is to provide you with some information regarding our emergency drills for this year. The safety and well-being of our students is our highest priority. Although we hope that an incident that requires response from emergency personnel will never occur in our school, we must be prepared to respond quickly and effectively in case it does. Fire drills will continue to occur this year. Classes will move throughout the building while maintaining physical distance between students in the classroom, hallway and at all exits. Locations will be identified outside that would allow for a physical distancing between students to be maintained. Lockdown, tornado, and bomb threat drills will not take place during COVID-19; however, students will participate in a modified drill and review of emergency procedures in case of a real life-threatening situation. The modified practice drill must adhere to physical distance requirements.

## **Students with Life Threatening Medical Conditions**

UGDSB Policy 518: Students with Life-Threatening Medical Conditions, outlines the roles and responsibilities for all in the educational community to support students with possible life-threatening medical conditions. The prevalent medical conditions covered under this policy are Asthma, Anaphylaxis, Diabetes and Epilepsy/Seizure Disorders. If your child has one of these, or any other life-threatening medical condition, please visit: [www.ugdsb.ca/board/policy](http://www.ugdsb.ca/board/policy) (and look for Policy 518) or contact the school as soon as possible. We will work with you to develop a Plan of Care to support your child. We have children in our school with potential life-threatening allergies (called anaphylaxis) to various foods and other materials. Anaphylaxis is a medical condition that can cause death within minutes. In recent years, anaphylaxis has increased dramatically among students. Although this may not affect your child's class directly, we are letting you know so that you are aware that we aim to create an allergy safe environment at our school. If your child is in a classroom with an anaphylactic child, or your child has anaphylaxis, you will be informed by the classroom teacher. Our school has procedures in place for the prevention and management of anaphylactic reactions. If your child has health concerns of any kind, please tell your child's teacher or the office and we will take the necessary health protection steps. Thank you for your understanding in ensuring an allergy-safe environment for all of our students.

## Smoke and Vape-Free Environment

The Upper Grand DSB provides a smoke and vape-free environment for its students, staff and others while on Board property, in accordance with the Smoke-Free Ontario Act and Board policy 208. This policy refers to all forms of tobacco, and any processed form of tobacco that may be smoked, inhaled or chewed, including e-cigarettes.

Smudging is the tradition of using sacred smoke from sacred medicines (e.g., tobacco and sage) that forms part of the indigenous culture and spirituality. Smudging is allowed in schools under the Smoke-Free Ontario Act. Parents will be informed using the school's usual forms of communication when smudging is going to occur in our school. Participation by staff and students is optional in a smudging ceremony. If you have any questions or concerns, please contact the principal.

## Report Bullying using the Online Tool

We take all incidents of bullying seriously. If your child is the victim of bullying or sees bullying behavior at school, please encourage him/her to speak with someone at school or use the board's online reporting tool. Report Bullying gives students and parents 24/7 access for reporting bullying. You don't have to identify yourself – just your school – and your message gets sent directly to the school principal for follow-up. You'll find the Report Bullying button on our school's website.

<https://webapps.ugdsb.on.ca/reportbullying>

What is the difference between conflict and bullying?

Conflict occurs between two or more people who have a disagreement, a difference of opinion or different views. Conflict between students does not always mean it is bullying. Children learn at a young age to understand that others can have a different perspective than their own, and developing the ability to gain perspective takes time and the process continues into early adulthood. In conflict, each person feels comfortable expressing his or her views, and there is no power imbalance. Each person feels able to state his or her view point. How people deal with conflict can make it positive or negative. Conflict becomes negative when an individual behaves aggressively by saying or doing hurtful things. Then the conflict is an aggressive interaction. Conflict only becomes bullying when it is repeated over and over again and there is a power imbalance. Over time, a pattern of behaviour may emerge where the person who behaves aggressively in the conflict may continue or even make it worse. The person who is the recipient of the aggressive conflict may feel less and less able to express his or her point of view and feel more and more powerless. That is when negative conflict may turn into bullying. A school will respond to bullying and conflict differently. For example, in the case of a conflict, a school staff member may try to have the students come together to tell their side of the story and help them resolve the situation together. In the case of bullying, a principal will consider discipline, which may include suspension or expulsion.

## Video Surveillance Cameras

As required by board policy, we would like to remind you that Kenilworth PS has video surveillance cameras inside and outside of our school. These areas are clearly marked with signage and video cameras are **not** being used in areas where students, staff and authorized visitors have a high expectation of privacy including change rooms, washrooms and staff rooms. Information obtained through video surveillance provides us with an additional way to enhance the protection of students, staff, the public and property. Should you have any questions please refer to the Upper Grand School Board's Video Surveillance Policy #203.



September 8, 2020

UGDSB Threat/Risk Assessment and Suicide Protocol Notification

Dear Parents/Guardians:

The Upper Grand District School Board is committed to providing safe learning environments for all students, staff, school visitors, and community members. When a student behaves inappropriately, principals use progressive discipline to help a student take responsibility for their actions, change their behaviour, and learn from their mistakes.

When safety is threatened by the potentially violent or dangerous behaviour of a student, which places either the student or others at risk, school staff follow specific protocols for the protection of all. It is important that you and your child(ren) are aware of these protocols as, in times of imminent risk, they will be followed and might include, a) the immediate involvement of emergency services or supports, and b) sharing of private information.

**Community Violent Threat Risk Assessment Protocol (VTRA):** This is a community-wide protocol that details the steps by which school staff quickly respond to threatening incidents, such as: possession of a weapon or replica, bomb threat or plan, verbal, written, or electronic (internet) threats to injure or kill oneself or others, or other threats of violence. The first step involves gathering the principal/vice principal, social worker, psychological consultant and/or child and youth counsellor, and police to assess the immediate threat. If the situation is deemed one of imminent risk, the superintendent is informed and community agencies that are part of the VTRA Protocol, such as local mental health organizations, are consulted. The VTRA Protocol (P11) can be found via this link: <https://www.ugdsb.ca/board/policy/violence-threat-assessment-protocol/>.

**Suicide Prevention, Intervention and Postvention Protocol:** This protocol details the steps by which school staff respond to a student at risk of suicide. The protocol details steps for responding quickly, sensitively, and effectively to ensure the student's safety. The steps include having a trained staff member interview the student and taking the necessary steps to ensure safety and arrange appropriate support for the student. The Suicide Intervention and Postvention Protocol (P12) can be found via this link: <https://www.ugdsb.ca/board/policy/suicide-prevention-intervention-and-postvention-protocol/>.

**Contact with parents and or guardians:** Parents and guardians play a vital role in maintaining the safety and well-being of their children. When a student is involved in a VTRA or suicide risk or threat, every effort will be made to contact parents/guardians unless circumstances prevent us from

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**Upper Grand District School Board**

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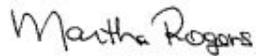
• Linda Busuttill  
• Robin Ross

• Gail Campbell  
• Lynn Topping

doing so. If parents/guardians cannot be reached, or if they choose not to provide consent but a safety risk still exists, the processes outlined in the VTRA Protocol or Suicide Intervention and Postvention Protocol will still be followed.

As always, student safety is our first priority. If you have any questions regarding the Upper Grand District School Board Community Violence Threat Risk Assessment Protocol or Suicide Intervention and Postvention Protocol, please contact the Superintendent of Education for your school at 519-822-4420.

Sincerely,



Martha Rogers  
Director of Education & Secretary-Treasurer