



Laurelwoods Elementary School Newsletter

PRINCIPAL NEWS

September 2021

Dear Families,

I would like to welcome all of you to the 2021-2022 school year! I am truly excited to be back at Laurelwoods again this year and am looking forward to working with you and your child(ren)! As we continue navigating through the challenges of the past months, I am reminded that we can, and indeed have, done hard things. The start of this year at school will be slightly different than last year, but many of the protocols and Health and Safety precautions will remain the same. We've done this before and we can do it again! The emphasis remains on masking, proper hand hygiene and social distancing. It is very important that all staff, students, and families use the provincial screening tool daily <https://covid-19.ontario.ca/school-screening/> I would encourage you to visit the Student and Family Guide as there have been some updates since I posted the "Welcome to the 2021-2022 school year!" Information on our website.

<https://www.ugdsb.ca/community/coronavirus/2021-22-school-operations/2021-22-school-operations-student-and-family-guide/>

On the first day of school, each family received a package of information. Some of it will need to be returned to school with consents and signatures. Please be sure to read all of it. Your child's teacher will also be sending some information that pertains to their class in particular. Although we are keeping to the "only essential visitors" rule at the school, the phone lines and emails are open! Please do not hesitate to reach out to the Office or your child's teacher and I am always more than happy to chat with our parents. Lastly, I hope that some of you will consider joining the Parent Council at the school, which is an excellent way to get involved in school life and make your voice heard. Everyone is welcome!

Lori Shilvock

Recess/ Nutritional Breaks

This year we will continue to flip/ flop the lunch and recess times so that only half of the school is on the yard at a time. During our first break the K-3 classes will eat first while the 4-8 classes play on the yard. At 10:40am the K-3 students will enjoy outdoor activities while the 4-8 students eat. This flip flopping of lunch and recess will continue in the afternoon with the grades 4-8 classes eating first at 1:10pm while the K-3 classes play outside at 1:30pm the K-3 students will eat and the 4-8 students will go outside. There are two reasons for this scheduling change. Firstly, it allows for fewer students on the yard at one time, giving each child more space to play while remaining socially distanced. Additionally, this allows our custodian greater access to clean the desks more frequently. We will begin the school year with classes in recess zones. It is my hope that we can move to kindergarten, primary, junior, and intermediate yard areas later in the year.

Attendance

Just a reminder that if your child will not be attending school or will be late on any given day, please

call us at 519-940-3666 on the attendance line. Ext. 100. Please include your child's name, the bus number, the teacher's name and indicate illness or absence for any other reason. We also request that you send a note (include the bus number and teacher's name) or call the school before **2:30 p.m.** if you are picking your child(ren) up during the day or at the end of the day.

School Security

We would like to remind all parents that at this time, you are not allowed to enter the building unless of an emergency. If you need to pick up your child early, please call the school when you arrive and we will call your child down to be picked up. Children entering and leaving the school during the school day must do so via the office. We thank you for your cooperation as we are continuing to work toward keeping all children safe at Laurelwoods.

Periodic Head Lice Checks

Please check your children under bright lights, parting and lifting strands of hair. Please also let the school know if your child has lice. Please treat your child and remove all the nits. Thank you for your help.

Parent Volunteer Procedures

Parent volunteers are a valuable resource to the school. We appreciate the many hours that parents provide in order to work with students and assist with many fundraising events at the school. Unfortunately, at this time, we are not allowed to have volunteers in the school. Please plan to attend our virtual Parent Council meetings to learn about other ways you can support the Laurelwoods School community! This year we will be able to do some fundraising early in the year!

Bicycles and Safety

A reminder that parents must complete a permission form for their child before their child rides their bicycle to school. These forms are available in the office. Students must wear protective head gear, use a bike lock and will not be dismissed until after the last bus has departed.

Student Accident Insurance Forms

Student Accident Insurance letters will be sent home the first week of September. Please seriously consider this option. The Upper Grand District School Board endorses this inexpensive accident insurance coverage. The school board does not carry accident insurance benefits for children. It is highly recommended that all students participating in school sports and extended field trips purchase student accident insurance.

Student Information Sheets

For the safety and well-being of your child, it is critical that the school has your child's information on file, particularly local emergency contacts. Carefully review the student information forms that have been sent home with your child to make certain that they are accurate. **If changes are needed, cross out the old information and add the updated information to the form. As well, please make sure that you sign and date the bottom of the form and return these forms by Friday, September 17th.**

Freedom of Information

Your child will be bringing home information that outlines the guidelines that Boards of Education must follow when protecting the personal information of their students. Please read this information, complete page three and return it to your child's teacher by September 17th.

Student Agendas

Many of our teachers will utilize a school agenda this year. If your child is provided with an agenda, we appreciate a contribution of **\$7.00** to help cover the cost. Agendas are an excellent form of communication between home and school. Payment is available online @ ugdsb.SchoolCashOnline.com.

Bus Routines

If your child will not be taking the bus after school, please follow the procedure below:

1. If you know the night before that you will be picking up your child(ren) the next day, write a note to the teacher indicating that you do not wish your child(ren) to take the bus. Be sure to include the bus number. Once the teacher receives your note, the note is sent to the office. The office will produce a "bus slip" which is a 3-part form. One copy informs the bus driver, one copy reminds the child(ren) and teacher(s) at 3:15 p.m., and the final copy is kept for reference at the office.
2. Should something arise during the day creating the need for you to pick up your child, please telephone the school prior to 2:30 p.m. This will allow office staff to complete the necessary paperwork required so that the bus driver, student(s) and teacher(s) are informed of the change in transportation arrangements using a "bus slip". Students being picked up by parents will report to the front foyer at 3:15 p.m. Parents are asked to line up outside of the school with identification to meet their child(ren). **Parents are not allowed in the school.**
3. Students will not be permitted to travel on a different bus for the purpose of birthday parties, for "one-time babysitting", or just to visit with classmates after school. Most of the buses servicing Laurelwoods are at capacity and cannot accommodate additional students. We appreciate your support with regards to the above bus policy

School Bus Code of Conduct

Our school bus drivers are trained professionals who are committed to providing a safe environment for your child while they are traveling to and from school. Share the following information with your child(ren) and encourage them to respect safety first when traveling on the bus. The Upper Grand District School Board endorses the following bus protocol:

- follow the direction of the bus driver
- be at your stop at least 5-10 min. before your pick-up time
- stay seated when the bus is in motion
- no eating, drinking or using inappropriate language
- keep books, lunch bag and school bag on your lap

Medication at School

It is the policy of the Upper Grand District School Board for an "Administration of Medication" form to be completed for students requiring medication at school. The Board's interpretation of medication includes: Tylenol, allergy medication, and any prescribed medications. The storing of medication in lunch kits or book bags is not permitted with the exception of asthma inhalers and epi-pens. This is due to safety concerns for other children coming in contact with the prescribed medication. Should you require a medication form, please inform your child's teacher or the school office.

Milk Program

The Milk Program is not running at this time.

Lightning Wear

We are excited to be offering spirit wear at LES again this year. We have many different options for families to purchase. Please [log into ugdsb.schoolcashonline.com](http://ugdsb.schoolcashonline.com) to place an order. All proceeds from our Spirit Wear sales will be going back into our school community as we look forward to purchasing team jerseys for our students.

School Organizations

Schools have built class lists based on their tentative organization. Changes may be necessary at your child(ren)'s school in order that our Board remain compliant with Ministry parameters.

Principals do not have the option of changing the school organization that is set by the District Staffing Committee of the Board. If changes affect your child(ren), you will be informed by the school.

September 2021-2022 School Day Schedule

8:45 am	Entry
8:45 am – 10:25 am	Instructional Time
10:25 am – 11:10 am	BREAK/Snack
11:10 am – 1:10 pm	Instructional Time
1:10 pm – 1:55 pm	BREAK/Snack
1:55 pm – 3:15 pm	Instructional Time
3:15 pm	Dismissal

Tentative School Organization: 2021 – 2022 Voicemail Extensions

JK/SK	Ms. L. Gaudette	466	French	Mrs. R. Bristow	484
JK/SK	Ms. S. Ludzik	408	Resource	Mrs. A. Rayfield	406
Gr. 1/2a	Mrs. K. Bryan	478	Planning	Ms. S. Scheerer	485
Gr. 2b	Ms. M. Coyle	413			
Gr. 3a	Ms.. L. Ingram	412	Librarian	Mrs. S. Whittington	407
Gr. 3/4b	Ms. M. Salfi	405	CYC	Ms. D. Frenette	227
Gr. 4/5a	Mrs. C. Matthews	482	EA	Ms. C. Marshall	420
Gr. 5/6b	Mr. D. Gordanier	487	EA	Ms. J. Tupling	419
Gr. 6/a	Mr. A. Gertzbein	459	EA	Mrs. K. Snider	418
Gr. 7a	Mr. C. Johnson	458			
Gr. 8a	Mrs. S. Jordan	481	DECE	Mrs. S. Brailsford	460
Head Custodian	Mr. C. Parr	230			
Office Coordinator	Ms. K. Gardhouse	221			
Principal	Ms. L. Shilvock	223			

Online Payments

For safety and efficiency reasons, we want to reduce the amount of cash and cheques coming into our school. School related expenses such as pizza days, field trips, spirit wear, and yearbooks etc. will be available for online purchase. Please take a few minutes to register so you can enjoy the convenience of online shopping. Go to: ugdsb.schoolcashonline.com to sign up.

Child Custody Orders

Unless otherwise directed by a court of law, both natural parents usually have full access to students and their records. If for some reason these rights are restricted, legal documentation must be on file at the school. Please ensure that copies of any custody or access orders affecting your child are on file at the school office.

School Council

School Council members are wishing all students and families a successful start to another great year at Laurelwoods. School Council meetings are open to all parents and guardians of children registered at the school. The first virtual meeting is yet to be determined. Please continue to watch your email for information.

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 (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.

Life-Threatening Allergies

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 attempts at an allergy-safe environment for all of our students.

Bus Information:

Important Information Regarding your 2021-2022 School Year Bus Delay and Cancellation Notifications. Due to the large number of route changes that occur over the summer, STWDSTS deletes all previous year (20-21 School Year) subscription accounts and emails. We ask parents/students to re-subscribe so that the information you are receiving during the 2021-2022 school year is accurate and up to date. To subscribe go to www.stwdsts.ca and click on "Subscribe". GPS and video cameras are equipped on every school bus. The school bus is an extension of the classroom and camera footage may be accessed by the school to monitor student behavior. GPS will be used to track bus locations, stop arrival/departure times, speed, and much more. For more information please see our Camera Policy here: <http://stwdsts.ca/home/wp-content/uploads/2016/12/037.pdf>.

If you choose to opt out of bussing, please contact the STWDSTS office at 519-824-4119 and STWDSTS will mark your child as not riding. If you require bussing in the future, please call your technician and they will re-assign your child to the bus.

Students in JK, SK, and Grade 1 who ride a school bus will receive a tag from the school showing the student's afternoon bus route and number and bus stop location. The tag should be worn (preferably on the student's backpack) by your child everyday throughout the year.

For more information please visit the STWDSTS website: <http://stwdsts.ca/home>.

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 Ms. Shilvock.

Terry Fox

Laurelwoods Elementary School will be participating in this year's Terry Fox School Run for cancer research. We are proud to continue the legacy of one of our country's greatest heroes. We hope you will join us and support this wonderful cause by donating to our Toonie for Terry Fox Fundraiser through our School CashOnline. Thank you! The future of cancer research has never looked brighter! Keep an eye out for our new Terry Fox flag that will be raised September 16th!



LLC News from Your Friendly Neighbourhood Library Ninja

WELCOME BACK!

I hope you had a wonderful summer, we missed you in the LLC! We have some exciting news, the Library Learning Commons will be OPEN for business this year! The LLC will be up and running with book exchanges and library time in the second week of school! Unfortunately we will not be running Library Helpers at this time, but that may change as the year progresses.

We ended our previous school years with quite a few books and bags unreturned/missing from our collection. If you find a missing library book or bag please make sure to bring it back to the LLC so it can find it's home!

BOOK FAIR!

Our first VIRTUAL Scholastic Book Fair is coming up at the end of October! More information will be coming soon!

Materials and Old Board Games Wanted!

Thank you to the families and students who have generously donated LEGO and other materials to the LLC! The students have previously enjoyed crafting shapes, patterns, buildings, and complex machines during library times! The LLC is gratefully accepting donations of gently used and complete board games for the LLC. Please feel free to drop them off at the office or LLC during the school day! Thank you so much!

Times they are a changin'

We have had some big changes in the last few years here at LES, and while it is super awesome to get back to our regular library use, we have another big library change this year. Laurelwoods will be getting a new Teacher-Librarian near the end of October, as my family and I will be relocating up

north. I have absolutely loved my time teaching here at LES, we have wonderful staff, students, and families in this community, and I will greatly miss Laurelwoods. You all have a special place in my heart! Thank you for making me part of this fantastic Laurelwoods family.

Mrs. S Whittington, Your Library Ninja!

Breakfast Club

Grab and Go Bags!

We will begin the year with each classroom having a grab and go bag of prepacked non-perishable snacks that can be given out as needed. I would like to thank Kate Bryan for coordinating the purchasing of the food for these bags.



The Children's Foundation, in partnership with local organizations, will continue the [Food & Friends at Home](#) initiative which will operate from October 4th until the end of this year (December 2021).

Families with children and youth supported by the Children's Foundation through the [Food & Friends Program Sites](#) are eligible to submit a request for a Food & Friends at Home kit. This kit will provide one snack for each day of a two-week period similar to what would be provided through a [Food & Friends](#) student nutrition program.

To register for a Food & Friends at Home kit, please fill out this [registration form](#).