



Laurelwoods Elementary School Newsletter

PRINCIPAL NEWS

September 2023

Dear Families,

Welcome back to Laurelwoods Elementary School! I am excited to see everyone again and looking forward to getting to know new students and families who are joining us this year. For those of you whom I have not yet met, my name is Lori Shilvock, and I am the principal of Laurelwoods Elementary School. I am honoured to have been selected to be the Principal for the past three years and am proud to be part of your school community.

We had a wonderful, hardworking, team of custodians lead by Mr. Andrade who worked diligently through the summer cleaning all aspects of the school and preparing classrooms. Mrs. Gardhouse put in many hours getting all the paperwork ready for the school opening and our teaching staff, early childhood educators, and educational assistants have done a wonderful job creating warm, welcoming spaces in their classrooms and the school.

Ongoing and open communication between home and school is very important for student success. Together, we can provide the children with the best education possible. Teachers will share their preferred form of communication with families. If you wish to meet with the administrator, please contact the main office 519-940-3666 and schedule an appointment. School newsletters will be sent out at the beginning of each month via email. Please make sure the office has an email address for you that you check regularly.

Dates to Note in September

September 5 th	First Day of School
September 18 th	P.D. Day no school for students
September 19 th - 21 st	International Plowing Match
September 22 nd	Terry Fox Run
September 22 nd	Student Picture Day
September 22 nd – 24 th	Grand Valley Fall Fair
September 27 th	Purple Shirt Day
September 28 th	Meet the Teacher Evening 4:30PM-6:30PM
September 29 th	Orange Shirt Day

Attendance

Our School Community is extremely fortunate to have a very caring and committed staff who work together to provide quality programs and activities to meet the educational needs of all students. To reap the benefits of a rich educational environment students need to attend. During the post pandemic period the rate of problematic student attendance has increased across the province. Persistent absenteeism is defined by the Ministry of Education as: " any student/pupil who has missed 10% or more of school days for any reason, including unexcused or excused absences, over

an academic year.” To put this in perspective there are 18 school days in September. A child who is absent twice would have missed more than 10% of the month. Absenteeism negatively impacts academics as well as opportunities for school engagement which bolster socio emotional well-being and connection to the school community.

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

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. If you are interested in volunteering, please speak to your child’s teacher to pick up the necessary forms.

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 22nd.**

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 Friday September 22nd.

Student Agendas

Some classes will be using student agendas as a mode of home/ school communication. If your child is provided with an agenda, we appreciate a contribution of **\$7.00** to help cover the cost. 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).
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

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 except for 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 will run again this year. Please stay tuned for more information about this program. Milk will be available for purchase online only.

Lightning Wear

We are excited to be offering spirit wear at L.E.S. again this year. We have many different options for families to purchase. Please log into <http://laurelwoods.deco-apparel.com/>. 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.

Welcome to Our New Staff

We would like to warmly welcome back

- Ms. Popa (grade 3/4)
- Ms. Snider (E.A.)
- Ms. Graziani (planning LTO)

We have several new staff joining Laurelwoods this year

- Ms. Lovett (grade 6 / 7)
- Ms. McHughan (E.C.E.)
- Ms. Coffey (planning)
- Ms. Simm (E.A.)
- Ms. LePage (E.A.)
- Ms. Begley (E.A.)
- Ms. McFarlane (E.A.)

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

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 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 parents 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.

Tentative School Organization: 2023 – 2024 Voicemail Extensions

Kdn	Ms. Ludzik	# 408
Kdn	Ms. Gaudette	# 466
Gr. 1/2	Mrs. Bryan	# 478
Gr. 2/3	Mrs. Scheerer	# 485
Gr. 3/4	Ms. Popa	# 484
Gr. 4/5	Mrs. Matthews	# 482
Gr. 5/6	Mr. Gordanier	# 487
Gr. 6/7	Ms. Lovett	# 459
Gr. 7/8	Mr. Johnson	# 458
Gr. 8	Mrs. Jordan	# 481
French	Mr. Mboe	# 419
Resource	Mrs. Rayfield	# 406
Library	Ms. Salfi	# 405
Principal	Ms. Shilvock	#223
Office	Ms. Gardhouse	#221

School Council

Welcome back, we hope you had a wonderful summer. Our Parent Council is excited for the new school year. We will be offering a variety of food days this year as well as family events. Our first meeting will be towards the end of September or early October. Date to be determined. Please keep an eye on the school cash online for your opportunity to place orders for our food days. All money raised through the parent council initiatives go directly back into the school for classroom and library supplies, playground maintenance, scientists in the school and many other activities that benefit our school community.

Student Meal Program

Laurelwoods in partnership with the Foods & Friends program offers the Student Nutrition Program to all students under the Children's Foundation of Guelph & Wellington. Every classroom has a food bin available to all students, all bins contain healthy and nutritious food which meet the Student Nutrition Program Guidelines set by the Ministry of Children, Community and Social Services. Bringing Healthy Food to Hungry Minds!

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 our students.

School Bus Information:

Important Information Regarding your 2023-2024 School Year Bus Delay and Cancellation Notifications.

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.

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 busing 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.

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. Please visit <https://stwdsts.ca/policies/> to review the expectations of students and parents/ guardians who are accessing school board transportation.

School Code of Conduct

It is the policy of the Upper Grand District School Board to maintain a safe and inclusive learning and teaching environment through the adoption of a Code of Conduct which promotes responsibility, respect, civility, and academic excellence, and sets clear standards of behaviour for all members of the school community. The goal is to create a positive school climate where all members of the school community feel safe, included, and accepted. The Code outlines the rights, roles, and responsibilities of all members of our school community. As a new school year begins teachers will be reviewing the Code of Conduct with students. Families can find the Code of Conduct on the School website <https://www.ugdsb.ca/laurel/resources/code-of-conduct/>

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.

Resources Support

Our Special Education Resource Teacher Mrs. Rayfield will support students in their classroom and in small group settings in the resource room. During the first weeks of school Mrs. Rayfield will be helping students to settle back into the routines of school and completing assessments. If your child will have an opportunity to work with Mrs. Rayfield, she will be reaching out to you to get your consent to do so.

PA Day Outline

The following is an outline of plans for our upcoming PA Day on September 18. Please click on the link. [September 18, 2023, Pa Day Outline for Posting/Distribution](#)

Grand Valley Fall Fair

The Grand Valley Agricultural Society is proud to announce the annual Grand Valley Fall Fair to be held on September 22-24, 2023, on the Fairgrounds. The theme for this year's event is Tiaras and Tractors. They are celebrating the 50th Anniversary of the Ambassador Program.

Grand Valley Fall Fair September 22-23-24, 2023

