



**At Mitchell Woods we are:**

**BEING** respectful, resilient and positive members  
of our school community.

**BELONGING** – everyone is accepted and  
welcome.

**CONTRIBUTING** our best to make our school  
community awesome!

## **Mitchell Woods Public School Annual Parent Survey**

Welcome Back Mitchell Woods Families!

Every year I do a survey asking families what their favourite thing is about Mitchell Woods and what they would like to see happen next.

Like last year, I'm going to take a different approach to the annual survey, due to the unique times we are experiencing. I'd love to take this opportunity to have families write a note of encouragement to our students, staff and other school families that we will share at appropriate times during the year.

It could be a word of thanks, an encouragement to persevere, or a favourite quote. Whatever you send will be much appreciated. Just [click here](#) to add your note.

Thank you so much for taking the time to do this. I know it will mean a great deal to our school community.

Sincerely,  
*Mair Gault* (Principal)

### **Re-Opening Reminders and Protocols**

Please refer to our school website for information about school reopening protocols. There are a lot of links and details available for families on that site. These are being updated regularly.

[Short Welcome Video from Mrs. Gault](#)

[Mitchell Woods P.S. Website](#)

[MWPS Return to School Handbook](#)

Some important information to remember:

- 1) The building is only open for essential workers. Parents and Guardians are requested to use Google Classroom or to call the school to communicate with the appropriate staff member.
- 2) All people inside the building must wear a mask.
- 3) Students and families need to wear masks as they come onto property in the morning to avoid mixing of cohorts without masking as students move across the yard to get into their morning lines.

### **School Council News**

Even though this school year is going to once again look very different for our Mitchell Woods community, your School Council will continue to do its best to make a difference in the lives of our students and the wonderful staff and administration.

Once again our monthly meetings will be held on-line. If you are interested in attending those meetings please contact Sara or Stephanie at [scmitchellwoods@gmail.com](mailto:scmitchellwoods@gmail.com) and they will make sure you have access. Meetings are held from 7:30-9:00 PM. Tentative dates will follow. **Our first meeting date is set for Monday, September 13, 2021**

One of the council's functions is to raise funds to support various school projects. In the past we have supported projects like: increased access to technology in the classrooms, bringing in programs like Scientist in the School, support for grade 8 graduation and improving the outdoor school grounds. Currently we do not know to what extent we will be able to raise funds, but we are hopeful that we can support needs in the school.

Your School Council hopes that all of our Mitchell Woods families have a successful, fun filled and memorable year.

### **Combined Grade (Split Grade) Classrooms**

Combined classes group children from two or more consecutive grades into one classroom. Schools combine classes for a variety of reasons to meet the learning needs of students and to balance class sizes. All classrooms are created with students who have a range of skills and abilities. As in same-grade classrooms, teachers, in combined grades, use a variety of strategies to ensure that the grade appropriate curriculum expectations are covered.

Combined classrooms are very common in schools today and they are neither better nor worse than single-grade classes. Studies have proven that students in combined grades do just as well academically as students in single-grade classrooms. The academic research on combined classrooms has outlined the benefits that students gain while in combined classes. These benefits include learning to work individually

and as part of a team, development of leadership skills, development of decision-making skills, self-motivation, and responsibility.

Student placement is carefully considered by school staff every year. Individual student needs, as well as class dynamics, are balanced to create school classrooms. When placing students in classrooms, the principal and all teachers take into consideration many different factors which include: the number of students, the number of boys and girls, student learning styles, academic strengths and needs, learning skills, work habits, and social and emotional strengths and needs. Whether the students are in an older or younger grade in a combined classroom, they will be challenged at their own academic level.

For further information about combined classrooms, please consult the following information that has been developed by the Ministry of Education:

An Introduction to Combined Grades

<http://www.edu.gov.on.ca/eng/parents/combinedClassrooms/combinedClassrooms.pdf>

[Combined Grades](#)

[Good article about Combined Classes](#)

### **Stay Connected**

Download the UGConnect App to stay connected to your school.

[UGConnect App for Android Devices](#)

[UGConnect App for Apple Devices](#)



The School Messenger App, which is part of UG Connect requires you to log in to receive even more school info. Try it today!

### **PAID POSITION - LUNCH SUPERVISOR and MORNING GREETERS**

Paid positions for greeters and lunch supervisors are available. Start date of September 7. Greeter position: 8:30AM-9:30AM Monday-Friday

Lunch supervisor position 10:25AM – 11:10 AM and 12:50 PM – 1:35 PM

Monday-Friday.

Willing to split positions (i.e. M/W/F for one individual and T/Th for another). Please contact [sarah.garrett@ugdsb.on.ca](mailto:sarah.garrett@ugdsb.on.ca) using the subject "greeter/supervisor".

### **Students leaving school at Nutrition Breaks**

If you have a child in grade seven or eight who you would like to have ongoing permission to leave during the second Nutrition Break, please write a dated letter addressed to Mrs.Gault – Principal - outlining the following details:

- 1) Your child's name and grade.
  - 1) Which day(s) of the week do you want them to be able to leave between 12:50 and 1:35pm.
  - 2) End date of permission – indicate if it's for the whole school year or if there is an earlier end date.

***\*\* NOTE: If you send this letter to the school, your child will still be required to sign in and out at the office however you will NOT be called to confirm or to seek permission. ALSO, the school is not responsible for your child's safety when they are off school property. Finally, due to pandemic protocols, students may only leave independently, without friends and may only go straight home. They may not go out for lunch to a local food outlet. Thank you.***

### **Picking up Students from School/ Safe School Travel**

To ensure student safety, if you are taking your child from the school during the school day, please provide at least a day's notice. You must send a note in with your child, use Google Classroom or leave a voicemail for the teacher well in advance. If it is an emergency pick-up, please call the office (519) 829-3123. The office will locate your child, sign him/her/them out and walk the child to meet you just outside the front door when you call and indicate you have arrived outside the front door. This process will assist us in ensuring the safety of your child. *Please do not park in front of the school.* The drive thru is intended for use by the school buses and taxis only.

### **Home Safe**

After being dismissed from class at the end of the day, students are to go directly home or to a caregiver and leave school property.

## **Drop-off and Pick-up Routine**

Parents and guardians are strongly encouraged to walk their child or allow their child to walk to school (where appropriate) to increase the safety of all children at MWPS. Walkers can access the playground from Willow Road following the crosswalks and pathways.

After crossing with the crossing guard at the lights (and only when the walk symbol is on!) it is important that children and adults follow the sidewalk crossing the driveway with the help of our trained safety patrols.

**PLEASE do not cross the bus/taxi lane at the front of the school at any time during the day.**

If you choose to drive your child to school, **please *do not* enter the school property (either in the parking lot or the bus lane with your vehicle) – unless you have an accessibility parking license/ school pass displayed in your windshield.** Please obey the posted signs on the road as far as where you are legally allowed to park. Alternatively, consider parking on a side street and walking your child over to the school. A ten or fifteen minute walk with your child in the morning can be a wonderful way to connect in addition to providing your child some physical activity which will help him/her focus over the school day.

As our school grows, we need families to change their practice in order to improve the safety of our students. Thank you in advance for your support and help.

Please refer to our **MWPS Traffic Management Plan** for more details - link below.  
[MWPS Traffic Management Plan](#)

## **Routes to School Planner**

Use this map (link below - then click on “Routes to School Map) to plan a walking or wheeling route to school. The map shows safety features such as traffic lights and crosswalks.

The map also shows suggested “walk a block” locations. These locations are areas where on street parking is allowed. If you need to drive to the school, consider parking in these areas and walking the last block or two. This will help reduce vehicle congestion around the school.

[Walk to School Map at bottom of page](#)

## **Safety First**

During the school day, your child’s safety is of the utmost importance to us. **It is**

**imperative that you call the office before 8:45 am if your child is going to be absent or late.** For your convenience, we also have voice mail which allows you to contact the school at any time during the night, over the weekends and early in the morning. The phone number is **519-829-3123**. When you leave a message, please be sure to note the child's full name, teacher and reason for absence - follow instructions on the voice message.

Please complete the [Covid School Screening Tool](#) every morning for your children. Read to the bottom of the end page and follow next steps.

If a child is absent and we have not heard from a parent/guardian, we will attempt to contact the parent/guardian to ensure that the child is "safe". If a parent cannot be reached, we will contact the emergency number provided.

It is very important to let the school know if there is **any change** in personal information: home or work numbers, cell numbers, address changes etc. In the event of an unexplained absence or emergency, we will then be able to contact you immediately.

If your child's dismissal arrangements change in any way, please send a note in the morning. It is extremely busy in the office at the end of the day, and messages left on the machine may not be retrieved in time to pass onto the teacher.

### **Mitchell Woods School Code of Conduct**

Please review the link below with your children. Teachers will also be discussing the contents on the first day of classes.

[MWPS Code of Conduct](#)

### **Lates**

The curriculum is rich and extensive so teachers need to use every period to enable students to learn all they can. Lessons need to start on time. Late students disturb the lesson flow, because teachers have to re-teach to ensure the late student is brought up-to-date. Please help by getting your children to school on time. Everyone benefits!

### **Sign up for CashOnline – Make school payments easy!!**

Go to the link below and follow the steps: <https://ugdsb.schoolcashonline.com>

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

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.

Each year our school must conduct drills to ensure staff and students are prepared in the event of a real emergency.

The following number of drills are required each school year:

- Three (3) fire drills in the fall and three (3) fire drills in the spring (these will take place in a physically distanced manner this year).
- Two (2) lockdown drills (will be reviewed in class)
- One (1) tornado drill (will be reviewed in class)
- One (1) bomb threat drill (will be reviewed in class)

For each of these drills, there is an education component to explain why they are necessary. All drills are conducted in a manner that is sensitive to the needs of our students.

If you have any questions, please do not hesitate to contact the school office.

### **Bus Behaviour**

Students are expected to follow the rules of the bus, listen to the driver, remain in their designated seats, refrain from eating and drinking anything while on the bus, and follow the directions of the staff when entering or exiting the bus. (Refer to Code of Conduct on the school website for further details.)

### **School Resources on Website**

For more information concerning school policies and procedures please refer to the school website where you will find a School Day Schedule, School Year Calendar, Computer Usage Policy, Cellphone Rules, Dress Code and so on. See below for link:

<http://www.ugdsb.ca/mwoods/resources/>

### **Safety Patrols**

Student patrols are on duty for fifteen minutes before classes begin and after classes end. We appreciate our volunteer patrols and their commitment to ensuring student safety.

Patrol Times: 8:30 - 8:45 am

3:15 - 3:30 pm

### **Report Bullying**

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 our 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.

“People may sometimes confuse conflict with bullying, but they are different. 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's bullying. Children learn at a young age to understand that others can have a different perspective than their own, but developing the ability to gain perspective takes time and the process continues into early adulthood (Stepping Stones: A Resource on Youth Development, page 26).

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 progressive discipline, which may include suspension or expulsion.” (Ontario Ministry of Education )

## **Food and Friends Food Support** **Food and Friends at Home**

Families with children and youth supported by the Children's Foundation through the Food & Friends Program which Mitchell Woods PS is a part of will be 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.

### **How It Works**

- Parent(s) or Guardian(s) with children and youth supported by the Children's Foundation through our Food & Friends Program are eligible to submit a request for a Food & Friends at Home kit. A list of programs supported by Food & Friends can be found [here](#).

- Families in need of food support can request a Food & Friends at Home kit using this [online form](#)
- Only one request is required per family.
- To receive delivery, applicants must give consent to share the information on the application form with staff and volunteers who will be packing and delivering the kits.
- Deliveries will be made every two weeks starting the last week of September.
- Applicants will receive email notification of delivery details for the kits.

The Food & Friends at Home kits will follow nutritional guidelines. Deliveries will be made to the doorsteps of families in Dufferin, Wellington and Guelph.

For the safety of families and the community, volunteers delivering the kits will not enter homes. Our goal is to provide up to 3,000 Food & Friends at Home kits every two weeks for school-aged children and youth so that we can continue bringing healthy food to hungry minds.

### **Child and Youth Counselor**

Mrs. Fonte will be here Monday, Wednesday and alternate Fridays this school year. Mrs. Fonte can be reached at 519-829-3123.

The Child and Youth Counselor's role is to support students, staff and parents. Some of the topics include social skills development, anger management, bereavement, family separation or divorce, self-esteem, conflict between friends, bullying, anxiety and family issues. Support for the students will be focused on social, emotional and behavioural concerns. Support can be individual, classroom or group.

### **Student Accident Insurance**

#### **Reminder for parents/guardians: Accidents happen – be prepared with Student Accident Insurance**

Parents/guardians are responsible for expenses related to student injuries on and off school premises during school activities. Accidents can and do happen and the costs involved might not be fully covered by Provincial Health Care or employer group insurance plans.

The Upper Grand District School Board is empowered under The Education Act to offer Accident and Life Insurance for students.

Information will be sent home with respect to Student Accident Insurance offered by Old Republic Insurance Company of Canada.

Old Republic offers a variety of options, including family rates and multi-year plans, at affordable prices. The cost must be paid by parents/guardians.

Subscription is directly through Old Republic by mail or online. Questions should be directed to Old Republic at 1-800-463-5437 or [www.insuremykids.com](http://www.insuremykids.com).

For today's active children, especially those who participate in field trips, co-curricular and other school activities outside the school day, Student Accident Insurance is valuable.

### **Video Surveillance Camera Project**

In its efforts to continually review and monitor the safety of our schools, the Upper Grand District School Board has completed a Video Surveillance Project. All schools now have video cameras installed.

As part of the project, school communities will be made aware prior to any of our video cameras being activated and signage will be placed throughout the school. If you have any questions on how these systems are managed, please refer to the board's Video Surveillance policy (Policy 203) on the board website:

<https://www.ugdsb.ca/board/policy/policy-203-video-surveillance/>

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

#### **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: [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 ensuring an allergy-safe environment for all of our students.

### **Smoke and Vape-Free School Environment**

The Upper Grand DSB provides a smoke and vape-free environment for its students, staff and others while on school Board property and at school events. Under our policy, all forms of tobacco, and any processed form of tobacco that may be smoked, inhaled or chewed is included. Additionally, all forms of e-cigarettes are also covered under this policy.

Smudging is the tradition of using sacred smoke from sacred medicines (e.g., tobacco and sage) that forms part of indigenous culture and spirituality. Smudging is allowed in schools under the Smoke-Free Ontario Act. Participation by staff and students is optional in a smudging ceremony.

Parents/Guardians: A good resource for talking to your children about cannabis is available at this link:

[Cannabis Talk Kit](#)

### **Welcome back to school!**

City of Guelph Bylaw Officers continue to see challenges around some schools. We would like to remind all new and returning parents on the rules about parking to make the back-to-school experience safe and easy for everyone.

If you need to drive, one way to ensure that your children make it to school safely is to park a distance away from all the traffic and walk your students to the school.

Together, parents, school Councils and the City put time and consideration into parking areas and enforcement around schools. We use no parking and no stopping zones to relieve traffic and encourage parking and drop offs in areas that are safe to do so.

No parking

A “No Parking” sign means just that – no parking. Parents are encouraged to find an area near the school where they can park if they need to leave their vehicles to drop off students. You may use these areas to pull over and let a student out safely, however, you should not exit your vehicle at any time. Be mindful that you can still receive a ticket if you’re near your car or in your car waiting; blocking other parents from using a quick drop off space still means you’re parked.

### No stopping

“No Stopping” signs means you may not use that space to stop and drop off a student, no matter how quick you are. When you stop in a “No Stopping” zone, you impact the safety of others. Instead, find a place where you can park safely, or use designated Kiss and Ride zones for quick drop offs.

### Be a good neighbour

Please be mindful of other neighbours in the area. Be courteous and don’t block driveways. The convenience to park closely for you, no matter how quick you are, is not worth the inconvenience of someone else not being able to leave their home.

If you have to drive a student to school and park, ask around to see if other parents would allow you to park in a driveway nearby to walk.

# SUPPORT OUR FUNDRAISER!

## Mitchell Woods Public School

Buy Mabel's Labels waterproof, durable labels to help curb germ spread and keep your items coming home!



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Visit [campaigns.mabelslabels.com](https://campaigns.mabelslabels.com)  
and choose our organization from the list!

Then shop for your labels and they'll ship directly to you!

