



# Primrose Elementary School Newsletter

**PRINCIPAL NEWS**

**September 2021**

## Welcome to Primrose and the 2021 - 2022 School Year

Dear Families,

On behalf of all our staff, we would like to say welcome back Pumas! We would also like to extend a warm welcome to the new families who will now call Primrose home. I am truly excited to be back at Primrose again this year and am looking forward to working with you and your child(ren)! We would also like to welcome our new Vice Principal, Ashley Hopkins. 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 well.

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

On the second week of school, each family will have 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! Our first meetin will be Tuesday September 21st at 6:30 pm. There will be a link to our google meet tweeted out and on our website.

Attached is a link to a slide show explaining what Primrose Parent Council is all about.

[Primrose School Council Slides](#)

## **Communication from the Office**

This will be the only school newsletter you will be getting this year. We send out a Primrose Message every few weeks to all parents through email. This includes what has happened and upcoming events. It allows us to share so much more. These messages are also posted to our school's website and the school calendar can also be found there. In addition, we have a school Twitter account, @PrimroseES1. We regularly tweet about what is happening in the school. It is a way of giving you a peek into what we are learning about or celebrating each and every day. The Upper Grand DSB Upper Grand Mobile app also contains this information.

## **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 and the other half is eating lunch.

There are two reasons for this. 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 have begun 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 519-925-3939 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 Primrose.

## **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 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 Primrose School community! This year we will be able to do some fundraising early in the year!

## **Student Accident Insurance Forms**

Student Accident Insurance letters will be sent home the second 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 17<sup>th</sup>.**

## 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 17<sup>th</sup>.

## Safety in the Bus Lanes and Kiss and Ride

**BUS:** We are a bused school with all of our students riding the buses each day. Our buses arrive in the morning between 8:30 am and 8:50 am. They depart between 3:20 pm and 3:40 pm.

We do not allow parking in the bus loading zone, which is found along the sidewalk at the side of the school, during these times as this is a safety concern for our students and our drivers. If your child is on a bus they will be dropped off and asked to line up at their designated spot with their class until their teacher picks them up and takes them to their classroom. At the end of the day the students will be taken to their bus line by their teacher and loaded onto the bus when it arrives.

**Kiss and Ride:** We have a Kiss and Ride loop that runs along the front of the property. Parents who choose to drive their child(ren) to school can drop off here. Children will be directed by staff through the school to the yard. Children are not to cross the parking lot, but walk along the sidewalk for safety reasons. Thank you for dropping off and picking up as quickly as you can to keep the traffic moving.

## 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 then put your child as absent on the bus list and your child to the pick up list. We will also inform the teacher.

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. Students being picked up by parents in K - 4 will be taken to the Gym to be picked up and students in 5-8 will go to the kiss ride to be picked up at 3:20 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 Primrose 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.

## 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

8:30 - 8:50	Students arrive at school
8:50 am	School Entry, School Day Begins
	Attendance is taken immediately and sent to the office
8:50 am – 10:50 am	First Instructional Time (120 minutes)
10:50 am – 11:35 am	1st Nutritional BREAK
11:35 am – 1:15 pm	Second Instructional Time (100 minutes)
1:15 pm – 2:00 pm	2nd Nutritional BREAK
2:00 pm – 3:20 pm	Third Instructional Time (80 minutes)
3:20 pm	Dismissal

## Tentative School Organization: 2021 – 2022

Please see our website <https://www.ugdsb.ca/primrose/> for extensions and emails.

<b>Grade/Position</b>	<b>Teacher</b>	<b>Grade/Position</b>	<b>Teacher</b>
JK/SK ECE	Becky Prescott Carla VanAlstine	6	David Parsons
JK/SK ECE	Joran Gaynor Denise Duern	6/7	Adam Hawkins
JK/SK ECE	Andrea Carson-Pedri Charity Hunter	7	Natalie MacKenzie
JK/SK ECE	Jaclyn Hay Lorrie Wren	7/8	Michael Benotto
1a	Nancy Gellatly	8	Erika Williamson
1b	Lauren McNalty	French	Gin Persaud
1c	Sandra Hawkins	French	Julie Di Felice
2a	Julie Rabah	Planning	Sara Hughes
2b	Alexander Byers	Planning	Emily O'Grady
2c	Sandra Wellman	Planning	William Anania
3a	Peter Bannon	Resource Primary	Michelle Pasmore
3b	Melody Mesesnel	Resource Junior Intermediate	Jennifer Robertson
3/4	Jennifer Little	Librarian	Sherie Anderson
4	Margaret Symons	CYC	Katelyn Charbonneau
4/5	Nkese Charles	EA	Helen Harcus
5	Brent Stiles	EA	Marie Feeney
5/6	Emily Teeter	EA	Ashley Pullen

Office Coordinator	Leslie Prevost	221
Office Assistant	Mandy Clements	222
Head Custodian	Kevin O'Reilly	228
Vice Principal	Ashley Hopkins	224
Principal	Marianne Millsap	223

## Online Payments (School Cash Online)

For safety and efficiency reasons, we want to reduce the amount of cash and cheques coming into our school. School related expenses will be available for online purchase as the year goes on. Please take a few minutes to register so you can enjoy the convenience of online shopping. To sign up go to [ugdsb.schoolcashionline.com](http://ugdsb.schoolcashionline.com) and pick Primrose.

## 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 Primrose. School Council meetings are open to all parents and guardians of children registered at the school. The first Virtual Meeting is on **Tuesday September 21, 2021** and it starts at **6:30pm**. We will be having our elections for executive positions that evening. Those leadership positions are Chair, Treasurer and Secretary. Come and listen to the things happening in the school, have a voice in things that are being planned and to bring ideas forward that you think will make Primrose an even better place to come to school. We look forward to seeing you at our meetings. Please visit their facebook page at <https://www.facebook.com/PrimroseElementarySchool> and feel free to email them directly at [primroseschoolcouncil@gmail.com](mailto:primroseschoolcouncil@gmail.com).

## 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.

## 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](http://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 have received 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 Mrs. Millsap

## Terry Fox

Primrose Elementary School will be participating in this year's Terry Fox School Run for cancer research on Wednesday September 29th. 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!

## Breakfast Club

### Grab and Go Bags!

We began 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 Helen Marcus our EA for coordinating the purchasing of the food for these bags. No child should go through their school day hungry. Our snack program is non-stigmatizing and available for any students to enjoy, if they choose to participate. If you are interested in donating please contact our VP, Ashley Hopkins at [ashley.hopkins@ugdsb.on.ca](mailto:ashley.hopkins@ugdsb.on.ca)

## News from the Library Learning Commons

We are **very** happy to be welcoming students back into the LLC this school year. Each class, except our kindies, have one scheduled time during the 5 day school cycle to visit, exchange books, and take advantage of open ended "Maker Space" activities. Our safety protocols will mirror what students do in their classrooms. Next week I will visit classrooms to share a few expectations, and we will be in full swing by Monday, September 27th. Our kindie friends will be borrowing books in October.

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 others may enjoy it.

### **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!

Looking forward to an excellent school year. It is truly wonderful to be with your children.

Sherie Anderson  
Teacher Librarian & Prep coverage teacher

*We are looking forward to a terrific school year. We can't wait to celebrate all the wonderful things that our students do! Please remember to follow us on twitter, visit our school website and go into your child's classroom to see announcements and all the wonderful work they are doing.*

*If you have any questions or concerns please feel free to call or email us at Marianne Millsap Principal 519-925-3939 ext 223 [marianne.millsap@ugdsb.on.ca](mailto:marianne.millsap@ugdsb.on.ca) Ashley Hopkins Vice Principal 519-925-3939 ext 224 [ashley.hopkins@ugdsb.on.ca](mailto:ashley.hopkins@ugdsb.on.ca)*