



# **Spencer Avenue Elementary School**

## **September News 2018**

**15 Spencer Avenue, Orangeville, ON. L9W5E6**

<http://www.ugdsb.ca/spencer/>

## *Principal's Message*

Welcome back!

The beginning of each school year is an exciting time for both staff and students. We hope everyone had a wonderful summer and that you were able to enjoy some quality family time. I would like to thank Mrs. Bishop and Mrs. Long for all the hard work they have put into cleaning and organizing the school for the upcoming year. As well, I would like to thank all the teachers for their commitment to creating the best learning environment possible for our students.

If you've not yet had an opportunity to sign up for our electronic news and communication through the CASL website or CashOnline to pay for your child's agenda, upcoming food days, excursions, spirit wear, etc., please find a few minutes to do this in the near future by logging onto:

- CashOnline: [ugdsb.SchoolCashOnline.com](http://ugdsb.SchoolCashOnline.com)
  - CASL: [www.ugdsb.on.ca/CASL](http://www.ugdsb.on.ca/CASL)

Here's looking forward to a fantastic school year!

Sincerely,  
*D. Secord*  
Principal

## UPCOMING SEPTEMBER DATES

Sept 20<sup>th</sup> – Open House/Meet the Teacher

Sept 24<sup>th</sup> – Picture Day

Sept 25<sup>th</sup> – School Council Meeting and Elections @ 6:30pm

Sept 27<sup>th</sup> = Terry Fox Run

Sept 27 – Terry Fox Run  
Sept 28<sup>th</sup> – P A Day (No School for Students)



**SCHOOL COUNCIL** The first School Council meeting will take place on **Tuesday, September 25<sup>th</sup> @ 6:30pm** in the library. All parents are welcome to attend and elections for this year's School Council positions will take place. Attending Council is a wonderful way to learn about what is happening at school, share your ideas, and generate ways that we can work together to enrich the learning experience of all students.

## Principal, D. Secord

**Attendance Line: 519 942-9590 ext100**

#### \*Voicemail prompts for staff

\* Press '0' to connect directly with the office



## School Website

All future news and the school calendar can be found on our school website at [www.ugdsb.ca/spencer](http://www.ugdsb.ca/spencer) or download our school app to get notifications of upcoming news and events – search Upper Grand District School in the App store.

## **Message from the Elementary Superintendents of Education**

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## **Re: School Organizations and Ministry Class Size Limits**

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

## ***Ministry of Education Parameters***

- Full Day Kindergarten Class Size Average for the Board is 26 students
  - 90% of FDK classes with 29 or fewer students
  - 10% of FDK classes up to a maximum of 32 students under certain circumstances

- 90% of the Board's primary classes with 20 or fewer students
- 10% of the Board's primary classes up to a maximum of 23 students
- Grade 3/4 classes have a cap of 23 students
- Junior/Intermediate Class Size Average for the Board is 24.5 students to 1 teacher

### **SPENCER AVENUE E.S. FORMS TO RETURN**

Please help keep us informed and up to date by returning ALL forms listed below asap:

1. **Student Verification Data Forms.** Please update information, or confirm no changes, **sign**, & return
2. **FOI** - Consent to share personal information

3. **Volunteer Agreement** – An updated Police Check is required each year.
4. **Lunch Declaration Form** – (Gr 7 & 8 only)

### **Grade 1-8 Student Agendas**

Parents are asked to please login to CashOnline and make a \$5 payment for each child in grades 1 to 8, to cover the cost of their school agenda. Regular use of agendas is an excellent way for students to learn to organize and plan for upcoming dates, assignments, or special events. It is also a helpful tool for teachers and parents to communicate on a regular basis.

### **Student Verification Sheets**



Today you will have received a copy of information we currently have on our database for your child, including contact information and any special medical conditions that we need to be aware of. Please check this information carefully and indicate changes or new information for us to enter into our system. It is important that we have a daytime phone number where parents can be reached in case concerns arise with your child during the school day. **We also need two emergency contact numbers, should we be unable to reach you. It's imperative that we have your correct mailing address and emergency contacts in our database. Please return this form ASAP, even where no changes are required.**

### **Volunteer Forms and completion of Police Check**

Volunteers need to complete a volunteer agreement form & provide a police check to regularly volunteer in the school or attend school trips. This needs to be completed each year. Please keep in mind that police checks do take time to be processed and if finger-prints are required, this may take up to a few weeks.

### **Lunch Declaration Form & Leaving property at lunchtime**

Spencer Avenue E.S. has two nutrition breaks. **We ask that only Gr 7 & 8 students be given permission to leave school property for lunch during the 2nd nutrition break.** Parents are asked to complete a lunch declaration form so the school has a clear understanding of where your child is expected to be during breaks. Lunch arrangements must be arranged prior to school, as students will not be allowed to phone home during the day to ask for permission. Students are expected to return to school on time. Consistent lates may result in having this privilege revoked.

\*\*\*In order to maintain positive relationships with our nearby neighbours, we are asking that students be thoughtful about their behaviour and interactions with neighbours and to refrain from hanging around the Princess of Wales kiddie park during lunch breaks, leaving it open to parents with their much younger children.

### **Asthma Friendly Schools Policy**

Asthma is a very common chronic lung disease that can make it hard to breathe. The Upper Grand District School Board has a policy to provide support for students with Asthma. If your child has asthma, the policy requires an Asthma Management Plan (AMP) to be completed by parents, a child's doctor and the principal of the school. A copy of this plan is available on the Board's website under Policy 516. Parents are requested to complete the AMP and return it to the school as soon as possible at the beginning of the school year.

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

The Upper Grand DSB provides a smoke and vape-free environment for its students, staff and others while on school Board property, in accordance with the Smoke-Free Ontario Act. 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.

### **Life-Threatening Allergies**

We have children in our school with potential life-threatening allergies to various foods and other materials called anaphylaxis. This is a medical condition that causes a severe reaction to food or other materials, and can cause death within minutes. In recent years, anaphylaxis has increased dramatically among students. 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.

### **Student Accident insurance through Reliable Life – [www.insuremykids.com](http://www.insuremykids.com)**

Parents/guardians are responsible for expenses related to student injuries on the school premises during school activities. Accidents can and do happen and costs involved may not be covered by provincial health care or employer insurance. Information will be sent home in the next week or two about Student Accident Insurance offered by Reliable Life Insurance Co. Subscriptions are done directly through Reliable Life by mail or online. 1-800-463-5437



### **Spencer Avenue Elementary School Staff (as of Sept 5th/15)**

Principal	D. Secord	Library & Planning	S. McLarnon
Office Coordinator	L. Gallant	Resource	L.Jotham (Ben Howard)
FDK Team	N. Trumble & T. Park	Planning	M.Brodie
FDK Team	K. Vaughan & D. Snook	French	L. Hewitt
Gr 1	A. Lakhani	French	S. Benoit
Gr 2/3	K. Reist	CYC	A.Winger
Gr 2/3	J. Wouters	Nutrition Supervisor	S. Kennedy (Rob Marshall)
Gr 3/4	E. McLellan	& Reading Tutor	J. Turp
Gr 4/5	K. Chahal	Nutrition Supervisor	S. Sheridan
Gr 4/5 Gifted	E.Mangos	Ed. Assistant	C. Bell
Gr 5	K. Ramsay	Ed.	C. Scace
Gr 7	T. Hunter	Head Custodian	K. Bishop
Gr 8	T.Gray	Evening Custodian	A. Long
Gr 6/7/8 Gifted	J.Wilson		

## **COMMUNICATION WITH THE OFFICE**

### **Visiting the school & picking up your child**

ALL VISITORS are expected to report to the office to sign in upon arrival, where they will be given a visitor tag to wear. Before leaving the school, please remember to sign out and return your tag. This lets the school know who is present in the building at all times. Students, as well as staff will know that you have checked in at the office.

When dropping off or picking up your child during the school day, please come to the office and we will contact your child's classroom for you. This includes during recess times. Students are never to leave with adults from the yard and yard supervisors are there for the safety of all children. Please report to the office and we will locate your child for you..



**Student Absences & Safe Arrival** If your child is going to be late or absent from school, please call before 8:15am and leave a message on the attendance line, 942-9590 ext 100. Messages are retrieved first thing in the morning. When a student is marked absent by their classroom teacher and we do not know why they are away, one of our office staff will make a call to that child's home to check on the student. Reporting your child's absence early, helps reduce the amount of time required to make phone calls and speeds up ensuring safety for our students. Attendance is taken in the morning and again after second nutrition break. If your child's absence is going to exceed 15 consecutive days, please contact the office for special instructions.

### **Future Student Absences?**

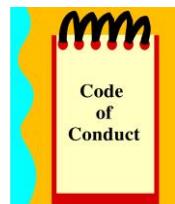
If you know that your child has an appointment and will be absent on a future date, please leave us a message or write a note to your child's teacher or in your child's agenda. By letting us know that your child will be away, we know they are safe and won't need to spend unnecessary and valuable time trying to track you down.

### **Front Loop & Fire Lane**

 ***No vehicles are to be moving in the front loop between 8:25-8:40am and 3:00-3:30pm, when buses are arriving and students are using the sidewalks to enter or exit the yard.*** If you are arriving by vehicle during this time to pick up or drop off your child, please park on the road and walk in. Older students may also meet you at your vehicles if you've identified a regular waiting spot. Spencer Avenue E.S. is considered a walking school and it is not designed for a large number of additional vehicles beyond staff parking. We do not allow parking in the bus zones at the front of the school or fire lane along the sides. We appreciate your support & cooperation!

### **Code of Conduct Expectations**

Please note that the Spencer Avenue E.S. Code of Conduct is included in student agendas and posted on our school website. This outlines important information about behaviour expectations that students and parents will want to be aware of. We ask that you please take some time to read through this as we begin another new school year and talk with your child about expectations within the Code of Conduct.



### **No Pets on School Property!**

 To ensure student safety and well-being, we ask that you do not bring pets onto school property while dropping off or picking up your child. While they may be considered friendly, there are a number of children who have had unpleasant experiences with animals and are fearful of their presence. Not all animals are predictable in their behavior, especially around other animals. To prevent any frightening or harmful incidents, we ask that you leave your pet at home or have your

child meet you at the edge of the school yard. Our responsibility is to ensure that students feel safe at school and we ask for your cooperation to make this possible.

### Back to School Blues

Although for many there is excitement and anticipation about going back to school, for some children transitioning back in September can be tough. Moving into a new classroom, having new teachers, new friends and classmates, and new schedules can all bring about a feeling of stress. The angst children feel, questions they ask, and worries they express about these changes are normal. Sometimes it can be the smallest detail that can be the most worrisome for children. As a parent, you may not know what to do about these butterflies, stomach aches or tears. For some of us, it may intensify our own stress. Here are a few things you might try the first few weeks into the new school year.

1. Listen carefully to your children and hear their concerns.
2. Remind them of previous times when they felt anxious, and discuss the strategies they used that helped make the situation better.
3. Review the daily routines they are experiencing at school, and what after school time and weekends look like.
4. Make a list of the things they like about school.
5. Remind them of all the things they are good at.
6. Ask about their friends.
7. Be patient and positive. You may need to have these conversations daily.

As a parent in our school, please know that you can always contact us if your child's worries persist. We are here to support your child's wellbeing and achievement, and getting off to a great start in September will help us all achieve just that!

### **Information from Public Health - Lunchbox Essentials!**

Are you getting back into the habit of packing school lunches? A balanced lunch includes a variety of foods to keep your child full and able to learn best. Try to include at least one food item from each of these 4 categories in your child's lunch every day.

- Vegetables**
- Fruit**
- Protein-rich Foods** (beans, lentils, chickpeas, eggs, meat, fish, plain yogurt, plain milk)
- Whole Grains & Starchy Vegetables** (whole pasta or bread, potatoes, corn)



#### **Top 5 Tips:**

1. Keep peeled and cut veggies and fruit on the fridge, ready to grab and go! Try to a fruit or veggie at every meal and snack.
2. Involve your kids in planning and making school lunches. They're more likely to eat food they helped make and they build valuable life skills in the kitchen!
3. Save time and use your leftovers for school lunches.
4. Include a reusable water bottle every day.
5. Check out [UnlockFood.ca](http://UnlockFood.ca) for school lunch tips and recipes.

**SPENCER AVENUE E.S. DAILY SCHEDULE**

8:25 - 8:40	➤ Students arrive on the school yard & supervision is available
8:40	➤ Attendance is taken and sent to the office ➤ Announcements and National Anthem ➤ Instructional Time <b>(120-minute teaching block)</b>
10:40 - 11:00	➤ Nutritional Break/Outdoor Recess
11:00 - 11:25	➤ Nutritional Break/Outdoor Recess
11:25 - 1:05	➤ Instructional Time <b>(100-minute teaching block)</b>
1:05 - 1:25	➤ Nutritional Break/Outdoor Recess
1:25 - 1:50	➤ Nutritional Break/Outdoor Recess
1:50 - 3:10	➤ Instructional Time <b>(80-minute teaching block)</b>
3:10	➤ Dismissal