



# St. John Catholic Elementary School

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## September 2018 Newsletter

### Prayer for a New School Year

Lord Jesus,

I ask for your help as I begin this new school year.

Allow me to experience your presence in the many blessings you put before me.

Open my eyes to the new challenges and exciting opportunities that this new school year brings.

Open my heart and mind to new friends and new teachers.

Give me a generous spirit to be enthusiastic with my studies and courage to accept new opportunities.

Help me to be attentive to my teachers and let me experience your presence in my new friends.

Jesus, inspire me to do my best this year!

Amen

### Welcome Back

On behalf of all of the staff at St. John Elementary School, WELCOME to the 2018-2019 school year. We pray that everyone had a restful and enjoyable summer and that you are all excited and ready for the wonderful year that we have planned. We welcome all of our new students and families who will be attending St. John for the first time. You are joining a wonderful school community!

We extend a warm welcome to new staff for this year. Joining St. John this year will be Ms. Allison Murphy in Grades 2/3 & 5/6, EA Ms. Katie McDonald, SSW Mr. B.J. Brus, ECE Ms. Daphnea Deveau and ECE Ms. Gwen Ramsey.

We look forward to collaborating with our parents and guardians to ensure our students have a productive and positive year. I would like to wish each of you a great school year filled with many successes and the joy of learning!

**Mr. Shawn Retty**



### Supervision Times:

Supervision on the yard begins at 8:30 a.m. As a safety precaution, parents are not to drop off their children in the yard or in the school prior to this time. End of day pick up is at 3:00 p.m. as there is no supervision after this time.

### School Day Schedule:

8:30 a.m.	Busses Arrive/Yard Supervision Begins
8:40 a.m.	Morning Classes Begins
10:10 - 10:25 a.m.	Morning Recess
11:25 a.m. - 12:00 p.m.	Lunch Recess
12:00 - 12:20 p.m.	Transition Indoors & Students Eat Lunch
12:20 p.m.	Afternoon Classes Begin
2:50 p.m.	Afternoon Recess
3:00 p.m.	Dismissal & First Wave of Buses

### Absence Reporting:

The Safe Arrival Policy of the Catholic District School Board of Eastern Ontario mandates that we account for each child who does not arrive at school. On that note, we ask parents to call the school if your child is not coming or will be late. Our voicemail is available 24 hours a day or you can jot a note in your child's agenda about an upcoming absence. Please call the school even if your child was sick the previous day or went home early the previous day due to illness. We must hear from a parent every day that the student is not at school.



### Changes to End of Day Routine:

All changes to end of day routine should be written in your child's agenda. Calls to the office for changes should be emergency situations only and before noon.

### Walkers/ Pick-ups - Grade 1 to Grade 3:

We remind our parents/guardians/sitters to sign out your children at the pick up gate located by the flagpole in front of the school at dismissal time. We appreciate your cooperation as we strive to keep a safe environment for our students. Kindergarten students are picked up at their classrooms.

### Absenteeism Policy:

Early identification of school attendance issues is critical to a child's education. When irregular attendance is identified by school personnel, intervention at an early stage is beneficial to both the school and the child. Poor attendance patterns are often developed early and the probability of successful intervention is more likely if referrals are made before student absence becomes chronic or habitual. If you are going on a trip and will be away from school for a week or more, please pick up a Temporary Absence Form from the office or call the school and we can send one home with your child.

### Limit Interruptions:

Please help us limit interruptions to classroom instructional time by having your child arrive on time and stay until the end of the day. We realize children have to leave early from time to time, on these occasions please write a note in your child's agenda.



### Missed Calls:

If you have a missed call from the school please check to see if there is a message first before calling back. It helps us to direct your call if we know who called you. If there is no message please be assured that it is not an emergency and the person will try again at a later time. If it is an emergency we will definitely try all your contact numbers listed and leave a message at each one.

### Security Doors:



For the safety of all students and in keeping with CDSBEO policy, all doors coming into the school are locked at all times. To gain entry to the school please use the buzzer at the front door. This door is opened using the main telephone at the office. If one of the secretaries is on the phone with an outside call, it may be a few minutes before they can hang up to open the door. Please be patient. They are not ignoring you, the door will be opened as soon as possible.

### Taycare:

We are pleased to welcome Taycare Daycare back to St. John Elementary again this year. Please call Sandra at 613-267-6542 for more information.

### Cell Phones/ Electronic Devices:

The use of cell phones are the emergency use only and any texting/calling from school must be done with direct staff approval. These devices are not to be used during the school day. In this day of Youtube, Facebook/Instagram etc. student safety is our priority.



### School Agendas:

All students from grade one to grade six will receive a school agenda for use throughout the school year. This is a valuable tool to help organize students. The cost is \$10/student or \$25/for family of 3 or more students. Please take the time to read the insert at the front of the agenda to help answer any questions you may have. Please use the child's agenda as the primary source of communication. Staff will be able to respond on the same day in most cases. Communication between home and school is essential to ensure safety and success.



### Lunch Program:

For those who wish to participate, St. Johns will have milk and pizza available for purchase. White or chocolate milk is available every day. You will receive details very soon. Due to the amount of work involved in coordinating the lunch program, we ask that all forms be returned by the due date as no late orders will be accepted.

### Catholic School Council

Please consider joining our Catholic School Council. Our first meeting is on Tuesday, September 11<sup>th</sup> at 6:00 p.m. in the school library. At this meeting, elections will be held for the position of chair, secretary and treasurer. This is a great way to find out what is happening at St. John Catholic Elementary. Nomination forms are available at the office and on the website. Please put a note in your child's agenda if you would like a nomination form sent home.

### Lost & Found

To help minimize our lost & found, please label children's belongings, including clothing and lunch containers. Ask them to check the lost and found frequently when they lose something.



### Upcoming Dates:

Tuesday, September 11<sup>th</sup> Running Club will begin on Tuesdays and Thursdays at Lunch Recess  
Tuesday, September 11<sup>th</sup> Catholic School Council Meeting @ 6:00 p.m. in the Library  
Tuesday, September 18<sup>th</sup> First Time Riders  
Thursday, September 20<sup>th</sup> Mass @ 12:45 p.m.  
Thursday, September 20<sup>th</sup> Open House from 4:00- 6:00 p.m.  
Friday, September 21<sup>st</sup> Terry Fox Walk @ 12:45 p.m.  
Wednesday, September 26<sup>th</sup> Rowan's Law Day  
Thursday, September 27<sup>th</sup> Picture Day  
Friday, September 28<sup>th</sup> PA Day  
Friday, October 5<sup>th</sup> World Teacher Day  
Monday, October, 8<sup>th</sup> Thanksgiving Monday  
Wednesday, October 10<sup>th</sup> Bus Evacuation  
Thursday, October 11<sup>th</sup> School Mass @ 12:45 p.m.  
Thursday, October 18<sup>th</sup> Picture Retakes  
Friday, October 26<sup>th</sup> PA Day



### Anaphylaxis Policy/Administration of Medication Policy

Our school has a number of students who suffer from anaphylaxis, a potentially life threatening allergic reaction to an allergen (primarily peanut and nut products).

*With the needs of these children in mind, and the movement of students throughout the school, ALL CLASSROOMS, including the Before and After School program are a peanut and nut free zone. Our office, gymnasium and Nutrition Program continue to provide a peanut and nut free zone.*

As per board policy, all medication provided to the school for administration to students must be prescribed by a doctor and a "Request for Administration of Medication" form completed and signed by the physician and parents/guardians. A new form is required every school year. This includes over the counter medication. Students are not to have medication with them in their backpacks with the exception of EPIPENS and inhalers which must be worn on their person.

**Thank you for your support!**



### Nutrition Program

St. John recognizes the important relationship between healthy eating and the ability of our students to learn and perform in their classrooms. To ensure this, School Council provides a Nutrition Program; a program funded by a grant from Food for Thought Lanark County and contributions from School Council, parents/guardians and the community. All classrooms are provided with a variety of high fibre/low sugar cereal and cracker snacks, as well as applesauce and fruit cups. These snacks are not meant to replace a student's lunch or snacks brought from home, but to supplement them if required. If you are interested in assisting with this program by ensuring that all classrooms have adequate supplies of the snacks, preparing snack kits or purchasing supplies, please put a note in your child's agenda for the Nutrition Program Co-ordinators.

### St. John Elementary Students & Families will have the opportunity to participate in **FRESH FROM THE FARM HEALTHY FUNDRAISING FOR ONTARIO SCHOOLS**



**We are excited to continue this fundraiser for this school year.**  
**WATCH FOR**  
**Information and Order Packets being sent home this week to kick off the**

### School Volunteers

In keeping with the Policies and Procedures of the CDSBEO, volunteers for any school activity (field trips, volunteering in classroom, nutrition program, etc.) must provide the school with a criminal reference check with vulnerable sector screening. The checks are acceptable for one calendar year and must be resubmitted annually by the volunteer. You can pick up a Request for Vulnerable Sector Criminal Reference Check at the office or give us a call and we can put one in your child's backpack. We suggest you get a police check early in the school year and it will be valid for the whole year. If you wait until field trip time, there could be a backlog at the police station and you may not get it in time to go on the field trip.

**Volunteers are needed for The Breakfast Program 8-9 a.m. Please contact the school for more information.**



Omnes Arts Circle is excited to be back at St. John's, offering private piano, guitar, and ukulele lessons this year! Spots are limited and filling fast, so contact Taisha Lesser at [info@omnesartscircle.ca](mailto:info@omnesartscircle.ca) for more info, or visit [www.omnesartscircle.ca](http://www.omnesartscircle.ca) to register.

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### STEO - Student Transportation

All student transportation is co-ordinated by STEO (Student Transportation of Eastern Ontario). They have been working tirelessly for our students throughout the summer to provide bussing. If changes are required regarding your child's transportation please put a note in your child's agenda. **All transportation changes are handled through the school.** Please allow 3 days for STEO to put the changes into effect.

#### Bus Information

Please note the bus company and phone number should you have any questions regarding your child's bus.

Martin's	613-201-7545
Healey's	613-283-3673
Highland	613-259-3106
Howard	613-924-2720



Please call the School office to make any changes to bussing i.e. new sitter, new address etc.

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### School Cash Online

Reminder: If you have not already done so please register for *Cash on Line* at <http://cdsbeo.schoolcashionline.com/>.

St. John's will *no longer accept cheques* as payment.

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Please visit our website at [www.stjohnelementary@cdsbeo.on.ca](http://www.stjohnelementary@cdsbeo.on.ca) for any updates.