



HIGHLAND PARK ELEMENTARY SCHOOL NEWSLETTER #1 September 2018

Welcome Back! The staff of Highland Park Elementary School is pleased to welcome back all of our returning students and also extend a warm welcome to those students new to our school community. A special welcome to our new kindergarten students who are beginning their journey through school. The teaching, support, and administrative staff at Highland Park Elementary value strong parent-school relationships and encourage parents to become involved with our school community either through the P.A.C. or in your child's class. Please check with your child's teacher if you are interested in volunteer opportunities. We will all work together to make this a rewarding and successful year for our students.



Bell Schedule

8:00	Warning Bell
8:05	Start
9:50 - 10:10	Recess
11:50 - 12:35	Lunch
2:05	Dismissal

* Please remember to pick your children up **after** the final bell. Final announcements and important information is announced at the end of each day.



New Staff

We are pleased to welcome back our returning staff members and extend a warm welcome to those staff members who are new to our school. Those who are new to our school are: Mr. Chris Iversen (K/1), Ms. Katie Gordon (K), Ms. Angela Luxton (4/5) and Ms. Shanelle Myhre (1/2). We also have one student teacher joining us in Mr. Bengé's class, Ms. Mia Herault. She will start the year with us and then return after Christmas for a term. Please help us to make them all feel welcome at our school.



Office Phone

Please remember that the phone in the office is for emergency calls only, not for making after school arrangements. After school arrangements are to be made the day before.



Arrive Safe Program - Volunteers Needed!

We need a small group of parents to run this morning program. The Arrive Safe program ensures the safety of our students. If your child is not going to be at school or will be late, please call the school before 8:00 to let us know. At 8:15, an Arrive Safe parent will check attendance and phone the homes of any students unaccounted for. Please contact Mr. Ellis or Ms. Anderson if you are able to volunteer to be a safe Arrival parent.



School individual and class photos will to be taken on October 12th with re-takes on October 30th



School Newsletters

Newsletters will come out once a month at the end of the month and will be sent home with the **youngest** member of the family attending our school. A calendar of events will be included with each newsletter. Please keep this handy so you are aware of what is going on at H.P.E. The school calendar and newsletter are also on our web page, www.hpe.sd83.bc.ca, if you misplace those sent home. You need to have a current email address on file at the school in order for you to complete annual online consent forms this September. Please follow the attached Forms Information Instructions to complete the necessary forms before September 28th. Thank-you.



Student Placement

We take a great deal of care when placing students, considering many factors, including parent requests. However, we are not always able to accommodate requests while ensuring the best placements for all students. When we formulated the 2018/2019 classes, the following factors (in no particular priority) were taken into consideration. We will try to have students in their regular classes as soon as possible, however because of shifting enrollment, this process could take a few days. We appreciate your patience in this matter:

- gender balance
- behavioural and social dynamics
- family relationships
- academic abilities and learning challenges
- teaching / learning styles
- personalities
- parent requests

Our intent is to have well balanced classes that will maximize student learning. Because of our student numbers there will be some split classes this year. Student placement is a well thought out process based on sound educational practices. Although friendship may be considered, generally it is not highly significant when compared to other placement factors. Your support in accepting your child's placement will help smooth the transition for your son or daughter. Thank-you.



Parking Lot Safety

For the safety of our students, please do not use the bus lane in front of the school at any time. Please arrange to meet your child outside either at their classroom entrance (many classes exit via their exterior classroom doors) or one of the school entrances to ensure they get safely to your car. Check with your child's teacher to find out the best place to meet. If you are using the kiss and drive zone, please remember to **keep circling until you see your child**. This is not a parking area. Please do not park along the yellow curb or in the fenced bus compound. Thank-you for helping us keep all of our kids safe.



School Dress Code

Students are expected to dress in an appropriate manner for school. School is our student's workplace, so please keep this in mind when selecting what they will wear for the day. Students will be asked to change or will be provided with alternate clothing if their outfit is not suitable for the school environment. If you have any questions regarding the school's dress code, please contact Mr. Ellis at the school.

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Student Supervision

Morning supervision begins once the first bus arrives (7:40). Students who do not come to school by bus should not arrive before this time. After school supervision is at the front of the school only, until the buses leave. For safety reasons, students *should not* wait for parents at the back playground. Please meet your children at the front of the school where supervision is provided. Thank-you. Please keep in mind that the school is responsible for your children from the time they leave home for school until they return home after school. Literally, "from fence post to fence post". For this reason, it is important that all students, bussing or walking, **go directly home after school**. If they wish to return to the school to play **after checking in at home**, it is up to parents to make that decision. Once the buses have gone, there is no supervision at the school and the doors are locked. Please be vigilant about teaching your children about safety to and from school. They should always walk with a buddy or a small group. Ensure that your child knows to go directly to and from school.



Bussing

To check on your child's bus stop and time, go to www.sd83.bc.ca and click on the school bus icon. Sign in as a guest with the password guest; select your child's grade and enter their name and address. Students require a note from their parents to ride on a bus other than their regular bus or if they wish to take the bus with a friend after school. These notes are given to the bus driver who may grant permission to ride the bus if there is adequate seating. Permission is not guaranteed. Please make these arrangements ahead of time. The bussing number is 546-1922.



Garbage free Snacks

Please help us keep our playground litter free by sending litter free snacks to school with your children. Students will be encouraged to take a snack out with them and leave the garbage inside. Some suggestions are granola bars, cookies, and fruit which can be peeled before leaving the building. If we continue to work together, we can maintain a clean, healthy environment, both inside and outside of our school. Thank-you for your support with this effort. Please also remember to send any hot lunch items in a thermos as items cannot be heated at school.



Terry Fox Run

Our Terry Fox Run is set for **Thursday, September 27th at 1:00**. Parents are welcome to join us to run or walk. We will run around the Triathlon running track. As was Terry Fox's original goal, we hope to collect a dollar from each student in our school to donate to the Terry Fox Foundation. Donations will be collected during the week leading up to the run. If you have any questions or would like to help out the day of the run, please contact Mr. Ellis at the school. Thank-you.



Custody

If there are legal issues regarding your child's custody, please bring the legal documentation and photos to the school office so that we can develop any necessary safety plans.



Cultural Performances and Assemblies

As always, younger members of our school community are welcome with their parents to attend special performances at our school. However, we do ask that children remain seated with their parents and do not behave in a distracting manner during performances.



Allergies and Medication

We have students in our school who have severe nut allergies. Please be sensitive to this when you are choosing items for your child's lunch.

If your child has a severe allergy, please let the office staff and your child's teacher know immediately. An epi-pen or other medication needs to be provided for the school and a **Request for Administration of Medical/Emergency Treatment of Anaphylaxis form** needs to be filled out by your child's physician and signed by you. Both of these forms can be picked up at the office.



Bicycles and Wheels



Students need to lock their bicycles when they are at school. Bicycles and scooters are to be **walked** on the school grounds from Wood Avenue to the bicycle racks and are not to be used during the school day. Scooters can be taken directly into the school for storage during the day. As the year progresses, there will be opportunities for bicycle use on the school grounds. Students must wear a helmet if they are riding a bike or scooter. If students arrive without a helmet, their bike or scooter will be held at the school for them until they have a helmet. As a safety measure, very young students should be accompanied by an adult if they are riding their bike or scooter to school.



One to One Reading - Volunteers Needed!

We will continue to offer a One to One Reading program at our school again this fall. If you are able to volunteer an hour and a half of your time each week to read with students at our school, please contact Angie Rice (778)442-5321 or angiejrice@gmail.com. The time commitment involved will be for three training sessions plus a minimum of one and a half hours per week for a six-week session. This valuable program will allow us to provide daily reading practice for many more of our students.



PAC News

This year's P.A.C. executive will be elected at the first meeting of the year (Tuesday, September 11th at 6:00 in the staffroom). If you are interested in taking on an office on the PAC executive, please make sure you attend this meeting. Regular PAC meetings will be on **Wednesdays at 6:00 pm** in the staffroom. Babysitting is available upon request.



School Washrooms

For safety reasons, we request that adults using the school washrooms use the washrooms marked "staff." Not only are they a better scale for adults, it keeps our washrooms safe for our students who may be uncomfortable using a washroom where there is an adult who they don't know. The washroom beside the male staff washroom is for use by Strongstart parents and their children.

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 Head Lice

Each year we ask parents to check their child's hair on a regular basis for head lice. September and January are often times when there is an increased incidence of head lice. If you are willing to be part of a head lice team at the school, please let Mrs. Anderson know at the office.



Taking a Vacation?

Each year we are approached by parents who wish to take their child out of school for extended periods of time. Usually this is for family plans or family business. We do not have a procedure for granting students a "leave of absence" from school. Rather, it is assumed that parents will make decisions in the best interests of their own child. We respect the fact that many of our students have family members who live far away and that spending time with them is important. Difficulties arise when parents wish to have some sort of guarantee that their child will not fall behind in classroom work. Although cultural and travel experiences certainly contribute to a child's overall development, absent students do miss many classroom based instructional activities that cannot be duplicated through worksheets and workbooks. Please consider the following list of suggested activities. We hope they will assist parents who need to assume responsibility for their child's educational program while traveling.

Set aside time each day for reading books. School textbooks and library books cannot be taken on extended absences, so you may wish to acquire several paperback novels or children's magazines suitable for your child's age and reading ability.

Have your child keep a reading response journal in which he or she records their reading activity and thoughts about what they have read.

Keep a scrapbook or blog of special places or sightseeing. This can include postcards, pamphlets, drawings, etc. with some student writing and labeling. Maps with routes marked on them and short paragraphs about the historical significance of certain landmarks would be useful additions. Have your child keep a "math journal" or ledger, dealing with changes in time and currency, distances traveled, cost of fuel and meals. These activities can provide a lot of real life practice with numbers. You may also wish to purchase a math workbook that will help your child to review basic math skills and learn new concepts. Many stores have these basic skill books in stock.

We will be happy to see what your child has accomplished upon his or her return, but will not be evaluating or marking these activities. If you remove your child from school for a family vacation, business reasons, or other similar family circumstances, we will assume that you are attending to your child's educational program during their absence from school.



2018-2019 Fees:

At Highland Park Elementary School, fees are charged for agendas and Performing Arts presentations (3-4 per year, arranged through the district). Activities above and beyond those provided by the standard B.C. curriculum (fieldtrips, guest instructors, guest speakers to classrooms) will be charged, by event, as the activities occur throughout the year. No student will be denied access to a school sponsored program/activity for financial reasons. If circumstances do not permit payment at this point or as the year progresses, please contact Mr. Ellis to discuss payment options.

Type of fee	Amount	Acquisition details
Agenda books	\$8.00	Provided for each child
Cultural Performances	\$6.00	Covers 3-4 performances per year
Kindergarten Cooking Supplies	\$15.00	Covers special occasion treats and supports the K cooking program

We continue to work hard with our students to develop respectful behaviours. One way we do this is by modelling the behaviours we wish to see in our students. The influence of positive adult behaviour on a child's development and how they will respond to "the rules" cannot be understated. For this reason, we ask that parents not only support the school rules by reminding their children of them, but that parents also adhere to the rules. Our parking lot is one area where we need to work on following the rules. It can be such a dangerous area during pick up and drop off times and we encourage any students who can, to walk or ride their bikes to school to reduce the amount of traffic on the school grounds. In addition, for those who need to be driven to school, please remember that the kiss and ride zone is not a parking area and needs to be kept clear for the purpose of picking up and dropping off students.

Please remember that there is always the opportunity to address a rule which you have concerns about. Please contact Mr. Ellis if you wish to talk about any concerns you may have. Thank-you for working with us as we work to develop socially positive citizens.



School Supplies

If you still need to purchase school supplies, supply lists are posted on the school website. Parents have the option of purchasing supplies through our PAC's school supply ordering initiative. Details can be found on our website below the Calendar of Events or a copy may be picked up at the office. Teachers will let students know when to bring their supplies once classes are enrolled. Please ensure that all supplies are clearly labelled. Thank-you



At Highland Park Elementary School we believe:

Respect of self, others, and property

Responsibility for actions and decisions

Right to enjoy lifelong learning

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Highland Park Elementary School Fees

Our ability to provide the supplies and offer enrichment activities such as the cultural performances, swimming program, field trips and fun days, are limited by the funds we collect. Each year a few families find it difficult to manage these fees so we are most appreciative of any donations to support needy families. These additional funds permit us to extend a helping hand to those families that are in need of assistance. Thank-you.

Type of fee	Amt.	Acquisition details
Student Agenda	\$8.00	Provided for each child
Cultural Performances	\$6.00	Covers three to four performances per year.
TOTAL COST (GRADES 1-5)	\$14.00	
Kindergarten fee	\$15.00	Covers special crafts and cooking programs
TOTAL COST (KINDERGARTEN)	\$29.00	

(Please use the form below to calculate fees. Please return the form with payment. Thank-you.)

Student name	Grade	Division/Teacher
1.		
2.		
3.		
4.		

Fees Paid:

Student Planner (\$8.00) \$ _____

Cultural Performances (\$6.00) \$ _____

Kindergarten fees (\$15.00) \$ _____

TOTAL \$ _____

Cash _____

Chq. _____

Please make cheques payable to Highland Park Elementary School. All fees for one family can be paid with one cheque. If you are paying with cash, please provide the exact amount. Thank-you.

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