

Greenleaf Gazette

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Principal: Ms. L. Snell Vice Principal: Ms. D. Barlow

PRINCIPALS MESSAGE

To our students and families who were a part of our community last year, welcome back to another exciting school year! To our families who are joining us for the first time, we are excited to have you join our school community!



For those of you who I haven't had the opportunity to meet, my name is Ms. Snell, and I have the privilege of serving as the school's Principal. I am excited to inform the community that my role as Principal is no longer acting, it is now a permanent position at Greenleaf. Ms. Barlow is also back with us, serving as our Vice-Principal. We are both thrilled to be back, and are looking forward to continuing to get to know the school community and supporting all of our students, staff, and families.

I would like to thank Mr. Zess and our custodial team for their hard work and dedication to ensure that the school was cleaned and ready to go for the new school year.

I would also like to welcome the following staff members who are new to our team this year:

Ms. S. Butler (Grade 2)

Ms. T. Huber (Grade 3/4)

Mr. S. Cotoi (Core French, Primary Coverage)

Ms. A. Guidotto (Core French, Primary Coverage)

Ms. J. Tirimacco (Kindergarten, Teacher)

Ms. A. McLaren (Kindergarten, DECE)

Ms. G. Hathaway (Educational Assistant)

Ms. K. Vanschie (Educational Assistant)

Ms. S. Rowe (Educational Assistant)

It is with mixed emotion that we would like to share that Ms. Greenspoon has retired. While Ms. Greenspoon will be missed by our school community, we are excited for the adventures that await her. On behalf of all of us: Congratulations, Ms. Greenspoon! Thank you for your many years of service in education, and for the positive impact that you have had on our Greenleaf community. We wish you the very best.

We would like to welcome back Ms. M. Brouwers (Kindergarten, Teacher) and Mr. M. Dumont (Music, Art, Drama Teacher), who are both returning from leaves of absence. We are thrilled to have you back as part of our team!

Education plays a vital role in each child's development and a strong partnership between home and school is essential. High expectations in the areas of academic achievement, goal setting, citizenship, attendance, the arts, athletics and homework completion are a focus here at Greenleaf. We encourage each child to be the best that they can be as we support them on this very important journey. We value the strong relationships with our families and community. We know that when schools and families work together, students benefit greatly. Thank you for partnering with us to support our children.

Our very best wishes for a great year!

Ms. Snell & Ms. Barlow

NEWSLETTERS ARE ON-LINE AT ALLAN A. GREENLEAF SCHOOL

As in previous years, we will not be distributing hard copies of newsletters after this one. Each month, during the first week a newsletter will be posted on our school website. Current subscribers do not need to re-subscribe. New subscribers can sign up by going to <http://schools.hwdsb.on.ca/aagreenleaf/> and following the instructions there. We share a great deal of important information and celebrations in our newsletters and receiving an email copy is a very convenient way to ensure that you stay up to date on all that is happening at Allan A. Greenleaf.



SCHOOL COUNCIL

Our school council has their own website at www.aagschoolcouncil.com. Our first School Council meeting will be held on September 26th in the library at 6:30pm. School Council is a great way to learn about all of the initiatives happening at the school, to contribute to initiatives and offer suggestions to the administration about operations at Allan A. Greenleaf. All parents/guardians are welcome to attend any meeting. Parents can nominate themselves by filling out a nomination form, available at the office and returning it to the school **by September 24th**. We are always looking for new people with new ideas to add to our council that works at enriching the school experience for our students. Nomination forms are only completed for parents wishing to be voting members or hold an elected position.



SAFE ARRIVAL/CALL OUT SYSTEM

In order to notify the school of your child's absence, please use the SafeArrival program. SafeArrival will let you use a website, mobile app, or an interactive toll-free phone number to report your child's absence in advance. This will save time when a school needs to verify student attendance, and when notifying families of unexpected or unplanned absences. Learn more about SafeArrival at bit.ly/safearrivalHWDSB



Late students must check in the office before reporting to class in order for us to update our attendance, and secure an admit stamp/slip.

MEDICATION / MEDICAL CARE

Safety and well being of student and staff is a priority for us at AAG. Please contact the school if your child has a prevalent medical condition or any medical condition that we should be aware of. Our policy includes completing a **Plan of Care** form for your child to ensure they are healthy and safe at school.



Some students with life threatening medical conditions require a plan of care. Some students may have a prevalent medical condition (anaphylaxis, asthma, diabetes, and epilepsy) while others will have medical conditions that requires an emergency response.

Each year the Plan of Care should be reviewed to ensure it is still responsive to your child's needs.

If your child's medical status is unchanged, there is no need for the Plan of Care to be re-done. Instead, a parent/guardian must sign the appropriate form to confirm that there is no change to their child's medical status. Please contact the school office to obtain these forms as needed.

Students who require taking oral medication while at school must have a completed **Authorization of Administration of Oral Prescription Medication** form completed. These forms expire at the end of each school year. Please contact our school office if you require this form and then return the completed form back to the office as soon as possible.

We thank you for helping us to keep your children safe and healthy.

LIFE THREATENING ALLERGIES

As many of you know, at our school we have a number of staff and students with allergies. Many of these allergies are severe and life-threatening.



For the safety of all staff and students, Allan A. Greenleaf is a nut sensitive school. We ask that all students refrain from bringing any products with nuts to school.

In addition, each classroom teacher works with the families within their classroom community to support staff and student safety. Classroom teachers communicate life threatening allergies specific to their class and ask that students refrain from bringing any products with those allergens to school.

The Allan A. Greenleaf community also asks that families refrain from bringing any nut alternatives to school, such as Sun Butter and Wow Butter, as it can be challenging to monitor these alternatives and can cause anxiety for staff and students with nut allergies.

If the restriction of nut alternatives significantly impacts your child's diet, please speak with your child's classroom teacher directly. Classroom teachers will work with individual families to create a plan that ensures safety and support for all.

TRANSPORTATION

The Board has a very comprehensive Transportation Policy. Any student who is eligible for transportation will have received notification from the bus company during the summer. If you did not receive details about transportation in the mail, your child is not eligible for transportation at this time. If your child received Courtesy Transportation last year you will be required to apply for Courtesy Transportation again this year. Each year we have a different number of available courtesy seats. Application forms for these seats can be picked up at the school office. We will be assigning these seats throughout the month of September. Parents must make arrangements to transport their children to school until they are notified that there is a seat available for their child. We will not be able to accommodate all requests for Courtesy Transportation as we only have a limited number of seats available to us. Thank you in advance for your understanding .



EMERGENCY PROCEDURES & FIRE DRILLS



As you may recall from your own days in school, **FIRE DRILLS** are conducted regularly throughout the year to help ensure that students and staff understand clearly, how to respond in the event of a real fire. In addition to these practices, we are now required to practice Emergency Procedures (i.e., shelter in place, hold and secure, and lockdown). **HOLD AND SECURE** is used when the school is secured due to an ongoing situation outside, not related to the school, that requires all persons to remain in the building (e.g., bank robbery near a school). In these instances the school continues to function normally, with the exterior doors locked until the situation is resolved. **SHELTER IN PLACE** is used when there is a potential environmental hazard outside the school. The school will take the necessary steps to address the concern. Normal operations continue within the building. **LOCKDOWN** procedures are used when there is a violent incident or threat of serious violence within the school, or in relation to the school. The threat is inside the school, or is on school property, and poses an immediate threat to the students and staff. In these instances all movement within the school and into and out of the school is restricted. These procedures will be reviewed with students and practiced over the course of the school year. Should your child have any questions or concerns, please reassure them that these practices are intended to help keep everyone safe, and we hope to never need them.

INSTRUCTIONAL TIME

All public schools in the province follow curriculum prescribed by the Ontario Ministry of Education. Curriculum expectations are extensive and at Greenleaf, we aim to protect valuable instructional time. Please note that in order for students to be ready to learn, they must be in the building no later than 9:05 AM. Interruptions to the instructional day are to be limited to emergencies. If you need to communicate to your child's teacher through the day, please send a note in the agenda, or contact the office. If you must take your child out from the school during instructional hours, please sign your child out at the office. We will then call your child down to the school office. Try to minimize the need for dropping off forgotten items and lunches as this too interrupts class time as students need to be called down to office to get these forgotten items.



Thank you for your cooperation in prioritizing instructional time.

CALLING & VISITING THE SCHOOL

Staff are always willing to talk with you regarding any concerns you may have about your child's education. If you need to speak with someone at school, please contact the school and we will attempt to get back to you as soon as possible. If you wish to see a teacher or administrator at the school, please call and make an appointment and we will gladly find the time to meet with you. Dropping in to the school with the expectation that a teacher or administrator is available to meet with you may lead to disappointment if the individual is not available. Also, when visiting the school you are reminded that you must **report to the office and check in with the school Administrative Team. No adults are permitted to interrupt classroom instruction by visiting teachers or dropping off children at the classroom door after the 9:05 bell rings to begin classes for the day.** We thank you in advance for your cooperation.



VOLUNTEERS

Thanks to all of you who had the opportunity to volunteer last year. Your support was greatly appreciated. A reminder that new volunteers must be interviewed by our Administrators, provide a Vulnerable Sector Screening Criminal Reference Check (CRC) for review, and that documentation must be completed for each volunteer as outlined in the Policy Directive. All returning volunteers must sign an annual Offence Declaration form and should begin updating their CRC's as the 3 year window closes on their last check. In addition, please be aware that even to volunteer for the occasional school trip or driving to games, a CRC is required. We appreciate your time and support. Please contact the office if you require additional information.



SCHOOL DAY SCHEDULE / BELL TIMES

Please note that our Instructional Periods and Nutrition Break Times have changed. Our new schedule is as follows:

Supervised Playground	8:50—9:05
Period 1	9:05—9:45
Period 2	9:45—10:25
Period 3	10:25—11:05
Nutrition Break	11:05—11:45
Period 4	11:45—12:15
Period 5	12:15—12:45
Period 6	12:45—1:25
Nutrition Break	1:25-2:05
Period 7	2:05—2:45
Period 8	2:45—3:25
Supervised Playground	3:25—3:40

GO GRYPHONS

Another school year is upon us and once again Greenleaf will be busy with Phys. Ed. classes, intramurals and school teams!



During Phys. Ed., all students in K to 8 will be expected to wear proper running shoes to ensure safe and full participation. It is recommended that all students have a pair of indoor running shoes that are kept at school.

Additionally, students in Grades 6 to 8 will be expected to change for Phys. Ed. Shorts or yoga/sweat pants are good options along with a t-shirt. Greenleaf school t-shirts will be available to order at Meet the Teacher (date TBD) and are an excellent option for Phys. Ed. class. Students also like to wear their school t-shirt for Cross Country, Track and Field and other special days throughout the school year.

Our first school teams this year will be 3 Pitch and Cross Country!

PLEASE NOTE that as it is Board Policy, only students that have returned their Athletic Forms to their coach will be permitted to try out for school teams. Thanks in advance!



3 Pitch

Students in Grades 5, 6 and 7 will be eligible to try out for our Junior 3 pitch teams and students in Grade 8 for the Senior 3 pitch teams. Students need to listen to our morning announcements for try out information. 3 pitch consists of practises and a one day tournament (please note these dates are tentative):

Senior Boys September 16th
Junior Boys September 17th
Senior Girls September 18th
Junior Girls September 19th

Cross Country

Students in Grades 3 to 8 are eligible to try out for the AAG Cross Country Team. Students should listen to the morning announcements for information regarding our Running Club (our practices) which will help prepare the kids for the meet. The meet is held in early October at Christies Conservation.

Go Gryphons!

Ms. Marion

EXTRACURRICULAR ACTIVITIES

Each year, teachers volunteer many hours outside of the classroom to support our students. Students will be informed by sponsor teachers when sports, clubs, teams are to commence each term. Permission forms will be sent home with students who are interested in participating.

SCHOOL CASH ON-LINE



School Cash On-line is an easy to use and safe way to pay for your children's school fees. You can receive electronic notification for upcoming payments, no longer need to send cash or cheques to school, be able to obtain account receipts and have access to your payment history.

If you have already registered, you may continue to use your existing account.

If you have not registered, please go to the School Cash Online home page <https://hwdsb.schoolcashonline.com> and select the "Get Started Today" option.

"VIRTUE OF THE MONTH: RESPONSIBILITY

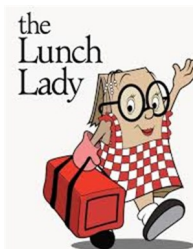


You are practicing **responsibility** when you take your agreements seriously. Respond ably by doing things to the best of your ability. When you are willing to do your part and admit your mistakes without making excuses. You are practicing responsibility when you give your best to whatever you do.

I am responsible. I give my best to all that I do and keep my agreements. I learn from my mistakes. I am willing to make amends.

LUNCH LADY

For years, The Lunch Lady has provided hot lunches to thousands of children across Canada.



Schools love us because we take care of everything. Parents love us because our service is easy, affordable and, best of all, healthy. Kids love us because we make lunch fun and our food tastes great!

Allan Greenleaf's Lunch Lady days are Tuesday's, starting September 17th. Ordering is easy at theLunchLady.ca. Orders are due 2 school days before Lunch Lady.

GREENLEAF RECYCLES



Grade 6 students collect paper and food container recycling each week. Please remember that Greenleaf's recycling is not as extensive as residential recycling, and is more focused on papers and containers students would have in their lunches,

We encourage families to plan lunches with minimal packaging waste for garbage or recycling by sending in reusable food containers and cutlery. This helps minimize our waste and recycling at school, as well as improper recycling. We also encourage the use of re-usable water bottles.

TCBY

TCBY is on sale for \$2.25 every Friday. Grade 6 students sell "fro-yo" during second break. We usually offer assorted flavours as well as Chocolate, Vanilla and Swirl flavours. In order to reduce unnecessary plastic waste, spoons will not be provided. Students are encouraged to bring their own reusable spoon in their lunch on Fridays.



STUDENT AGENDAS



Each student between grades 1-8 will receive a student agenda. The front pages of the agenda outline many operational procedures at Allan A. Greenleaf. We ask that parents read through this section carefully with their

child so that all are familiar with the contents. The agenda is a tool used to assist students with organization, and homework completion. Although it can be used to assist with home/school communication, if you have any questions, concerns or information to share with staff, please call the school.

GREENLEAF IS AN ECO SCHOOL!



Please look for information in our school newsletter about our school's initiatives and information. We will also have a bulletin board outside the office sharing this information

and highlighting environmental activities and education at Greenleaf.

STUDENT FORMS

Each year we must send home a number of forms to be filled out and up-dated for our students. You will be receiving them within the first week of school. Please fill out and return them to school as soon as possible but not later than Friday September 13th. Thank you for your prompt attention to this matter.

The following enclosures must be returned to the class teacher:

- Media Consent Agreement
- Emergency School Closure Form
- Student Emergency Medical/Contact Information form (for school trips)
- Acceptable Use Agreement For Use of the Internet
- Self-Nomination Forms for School Council (only if applicable—Due September 24th)
- Nutrition Break Expectation Form

DATES TO REMEMBER

September 16-Senior Boys 3 Pitch
September 17-Junior Boys 3 Pitch
September 18-Senior Girls 3 Pitch
September 19-Junior Girls 3 Pitch
September 20-PA Day

September 26-School Council Meeting-6:30pm

