



Janet Lee News

PRINCIPALS MESSAGE

I am pleased to welcome all our new and returning families to the 2019-2020 school year! I am happy to officially join the Janet Lee Staff as your Principal. Although there will be some new staff this year, we look forward to partnering with you to provide the best learning opportunities for our students. Staff have been busy setting up classrooms and planning engaging programs for your children. Although all staff took some time to rest and relax, many also engaged in professional development learning opportunities, in Math, Literacy, Equity and Inclusion. A staff list will be included in the October newsletter. I hope that all of you had some time to enjoy all that the summer has to offer and that our students are ready to get back to learning! We are all looking forward to the exciting days ahead and I am thrilled to be a part of this warm and caring school environment!

Janet Lee is growing again! We have had a number of new registrants this week and the possibility of reorganization and/or shifting students is high. I thank you in advance for your understanding and support through this process.

September signals new beginnings and a fresh start! 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 homework completion, goal setting, attendance, academic achievement, the arts, athletics and citizenship continue to be a focus here at Janet Lee. 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 amazing families and community. We know that when a school works together, students benefit greatly. Thank you for partnering with us to support our children. We look forward to seeing you on **Sept. 26, from 5:30-7:00pm for our Open House!**

My very best wishes for a great year!

Mrs. S. Costa-Popovich



SCHOOL COUNCIL

Our first School Council meeting will be held on **September 30 at 6:30pm in the library.**

School Council is a great way to learn about all the initiatives happening at the school. Participants can contribute to initiatives and offer suggestions to the Principal about operations at Janet Lee School. All parents and guardians are welcome. Parents can nominate themselves by filling out the green nomination form and return it to the school **by Sept. 23rd.** 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.



STUDENT FORMS

Each year we must send home a number of forms to be filled out and up-dated for our students. With this newsletter your child has a number of coloured forms that we would ask you to fill out and return to school as soon as possible but not later than Friday of this week. Thank you for your prompt attention to this matter.

The following enclosures must be returned to the class teacher:

- Generic Permission Form (white)
- Media Consent Photo and Internet (pink)
- Emergency School Closure (blue)
- Student Emergency Medical/Contact Information Form (for school trips)

The following enclosures are to remain at home:

- Summary Sheet (yellow)
- School Day/Calendar (white)
- Reporting an Absence (tan)
- School Council Volunteering (white)
- Safe Arrival (tan)
- School Cash (lilac)

NEWSLETTERS ARE ON-LINE AT JANET LEE 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 www.hwdsb.on.ca/janetlee/ and follow instructions. 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 Janet Lee

SAFE ARRIVAL/CALL OUT SYSTEM

Safety is our number one priority. Please report all student absences on a daily basis. Once morning attendance has been taken, students arriving late must check into the office upon their arrival to school to obtain a late slip. The SafeArrival- Report an Absence will continue to be used this year. Please see the tan information sheet in your start up package.

LIFE THREATENING ALLERGIES

While many of us have an allergy of some sort, a significant number of people have severe reactions to food, insect stings or products such as latex that can cause anaphylaxis—a life threatening swelling of the airways. While there is a large range of foods that can cause allergic reactions, peanuts, nuts and dairy products often pose the most significant risk of causing anaphylaxis. Please check with your child's teacher to see if there are significant allergies in the class. Please keep in mind that students spend time in common areas such as our library, the gym, music room and our resource rooms. And, of course, there are the outside areas where all students play. Contact with an allergen on surfaces can be enough to cause a reaction (i.e. some children do not even have to eat a product containing an allergen to have a reaction). Thank you for your support in keeping students and staff safe.



PLAYGROUND SUPERVISION

The back tarvia/playground is supervised by a teacher from 7:55 to 8:10 am. and 2:30 to 2:45 pm.

TRANSPORTATION

The Board has a very comprehensive Transportation Policy that we at the school are bound by. 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 times, there may be delays with our buses. Please check the Board website to determine these delays.



STUDENT AGENDAS

Each student between the grades 1-8 will receive a student agenda. Our kindergarten children will receive the information pages only so that all parents are familiar with policies and procedures. The front pages of the agenda outline many operational procedures. We would ask that parents read through this section carefully with their child so that all are familiar with the contents. Although they are partially subsidized, we are asking that families please contribute a donation of \$6.00 to help cover some of the costs of the agendas.



INSTRUCTIONAL TIME

All public schools in the province follow curriculum prescribed by the Ontario Ministry of Education. Curriculum expectations are extensive and at Janet Lee, 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 8:10 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 of the school during instructional hours, please sign your child out at the office. We will then call your child down to the front lobby of the school. 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 protecting instructional time



NUTRITION BREAKS

At Janet Lee we are on a balanced day schedule. Our first Nutrition Break begins at 9:50 a.m. At this time students will go outside for a twenty minute break. At 10:10 a.m. students will return to their lunch room and have their morning snack. The second Nutrition Break begins at 12:10 p.m. Again, students will have an outdoor recess for twenty minutes and return to their lunch rooms for lunch. Afternoon classes resume at 12:50 p.m.



Any students that walk home or go out for lunch need to have written permission to leave school property. **Written permission must be handed in at the office before leaving school. Grade 6-8 students leaving property to go out for lunch are permitted to do so on SECOND BREAK ONLY with written permission from home.** A crossing guard will be on duty **SECOND BREAK ONLY** to support students crossing over to the Heritage Green Area for lunch.

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. **LOCKDOWN** procedures are used when there is a violent incident or threat of serious violence within the school, or in relation to the school, and poses an immediate threat to the students and staff. In these instances all movement within the school and in 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.

PARKING LOT

At Janet Lee we are very lucky to have a parking lot and Kiss & Ride on site. These areas become very busy during the morning and after school.

If you have to drop your child off at school it is important that you follow the proper Kiss & Ride procedures. When using Kiss and Ride, parents are to let their children out of the car, ensure they are safely walking to the back playground and then proceed out of the parking lot, allowing a consistent flow of traffic. Kiss and Ride drivers are NOT to stop and walk their child(ren) to the playground. We also ask that you please keep bus lanes free and clear at all times.

If you are parking and walking your child(ren) to the back playground, please use the spots away from the school. Those in front of the school are reserved for staff.

Students who live within walking distance are encouraged to walk to and from school.



COMMUNICATION

We are always striving to improve our communication with our community. We believe that community partnerships are important to educate our students. 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, feel free to connect by phone, anytime. If you need to contact your teacher by phone, a message will be given and they will return your call as soon as possible. If you need to meet with a teacher, an appointment is necessary to ensure no interruption to class time. We ask that you always contact your child's teacher about any concerns as the initial step to problem resolution.



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, 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 and should begin updating their CRC's as the 3 year window closes on their last check. In addition, be aware that even to volunteer for the occasional school trip or driving to games, a CRC is required. Please do not allow these new policies to discourage you from volunteering. We are in great need of volunteers to support all aspects of student life. Grandparents, aunts, uncles are all welcome. Any time you can share is appreciated! Please contact the office if you would like to volunteer.



DATES TO REMEMBER

- Sept. 5– Welcome Assembly
- Sept. 16 - Boys' 3-Pitch Tournament
- Sept. 18– Girls' 3-Pitch Tournament
- Sept. 20– PA Day (No School)
- Sept. 26– OPEN HOUSE 5:30-7:00
- Sept. 27- Terry Fox Run/Get to Know You Activities 12:50
- Sept. 30 - School Council—Library 6:30.





EXTRACURRICULARS

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

SCHOOL CASH ON-LINE

School Cash On-line is an easy 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. Please see the lilac sheet in your school start-up package.

KINDERGARTEN DROP OFF AND PICK-UP

In order to support the safe drop off of our Kindergarten students, we are asking that all parents and caregivers drop their children off in the appropriate fenced in areas at the beginning of the day between 7:55-8:10. There will be a teacher on duty in the gated area ready to accept the students. They will remain there until the bell rings at which time the teacher will lead them into the school. We ask that parents do not enter the fenced area or school at this time. Thank you for supporting us in keeping all of our students safe.

YMCA AFTER SCHOOL CARE

For inquiries regarding our after school care program administered by the YMCA, please contact them at: 905-317-4916.

STAY CONNECTED

To keep current on upcoming school events, check out our School Website and Calendar www.hwdsb.on.ca/janetlee/events

*Alone we can do so little;
Together we can do so much.
Helen Keller*

FROM OUR TRUSTEE

Hello Parents, Guardians and Caregivers!

My name is Cam Galindo and I am your School Board Trustee representative for Wards 9 and 10.

As a school board trustee, my role is to maintain a focus on student achievement, well-being and equity and to participate in making decisions that benefit our board's entire jurisdiction while representing the interest of my constituents. I look forward to visiting our schools and seeing all of the hard work that is taking place by students and staff.

I'd invite you to reach out to me to introduce yourself and share any positive feedback or concerns you might have about the schools in our wards.

I can be reached by email at cgalind@hwdsb.on.ca or by phone at 905-515-2563.

For more information about the Board of Trustees, including the committees that Trustees are part of, please visit:

<http://www.hwdsb.on.ca/about/trustees/>



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