



# Queen Victoria Elementary School



Dear families,

October 2022

It is so hard to believe, but September has come and gone, and we are now settling into routines and students are engaged in great learning experiences! We are now into our second month of the 2022-2023 school year, and we have already seen many changes to our school community. Teachers have been working diligently to get to know their students both from an academic perspective, but also as individual learners. Important to us as well are the interests and passions of our students, their talents and learning styles!

Our student population has grown, and we have had to add an additional class to our school. We have added a grade 6/7 class. Re-organization letters went home to families on Friday September 30<sup>th</sup>.

You will have the opportunity to meet your children's/child's teacher on October 13th at our Meet the Teacher night between 3:30 – 5:00 p.m.

## **Bell Times**

Students must enter and exit the school through their assigned door. School begins at 8:30 and ends at 2:50 pm. Supervision ends at 3:05 pm. Nutrition Break #1 is from 10:10 – 10:50 am and Nutrition Break #2 is from 12:30 - 1:10 pm.

## **Dismissal For Appointments**

When making appointments for your child, they will only be called out of class once you arrive to minimize lost instructional time. If someone other than you is picking up your child, they must be on the school pick-up list and will need to present identification. We appreciate your cooperation in this matter as your child's safety is our priority. Consistent with the Safe Arrival Program, it is the responsibility of the parent/guardian to inform the school when a child is going to be late or absent. If late, students must check in with the office so that they are not marked absent.

**Medication**

Students who require prescription medication administered at school must have a medical form filled out and signed by the prescribing doctor before any staff can administer the medication. If your child requires regular prescription medication at school, please inform the office and we will provide you with the necessary paperwork.

**Contact Information**

Please ensure that the school has your current contact information and an alternate contact that can be reached during the day in case there is a need to get a hold of you.

**Scooters, Bicycles and Skateboards**

Students are welcome to ride their bicycles to school as long as parents are confident that their children ride safely and are thoughtful of other pedestrians and children in strollers. By law, parents must ensure that their child wears a helmet. Helmets can be stored in the student's backpack or locker. Once on school property students must walk their bicycles to the bike rack to ensure the safety of other students and pedestrians. During school hours the school bike racks are out of bounds to students. To prevent theft students should lock up their bicycles. Please note that the school cannot be responsible for damaged, lost, or stolen bicycles. Since there are no storage areas for scooters and skateboards, they should not be brought to school unless they can properly be locked up to the bike racks. Students will not be permitted to store these items in classrooms, hallways, or the office.

**School Access**

No students are permitted in the school before and after school hours (unless they are enrolled in the YWCA Before/After School Program). We cannot be responsible for students in our building before and after school hours. Thank you very much for helping with this matter.

**Parking Lot**

When dropping your child off at school in the morning, please refrain from parking in the staff parking lot. Many teachers are unable to find parking in the mornings due to limited parking spots. These parking spots are reserved for school staff only.

Please monitor your child(ren) as you walk around or enter our parking lot.

- When driving in the parking lot, please follow the directional arrows in the parking lot
- Please note that when the cones are up, there is no entrance to the parking lot.
- Please be safe and patient as we have many students walking to school
- Avoid Traffic Jams, and Walk to School. This, of course, has the added benefit of a healthy and active lifestyle!

**International Walk to School Month**

During the month of October, schools worldwide celebrate the many benefits of walking during International Walk to School Month.

**Head Lice**

Head lice are tiny bugs that live only on the scalp of human beings and are the size of a pinhead. They do not have wings so they cannot fly or jump, and they are not found on cats, dogs or any other household pets. The bites from head lice can cause itching and scratching. Scratching may cause sores which can get infected. Anyone can get head lice. School children get lice more than adults. When children play, their heads often touch. Lice crawl from head to head. Head lice are spread by direct head to head contact only. (Facts of Lice, 2006, Hamilton Public Health and Community Services Department - <https://www.hwdsb.on.ca/strathcona/files/2016/09/FactsOfLice.pdf>). Based on the current medical research, it is essential that head lice be treated with two applications of an approved pediculocide seven days apart. As long as the treatment has been administered properly, the presence of nits does not necessarily indicate an active infestation.

Additional information can be obtained from:

City of Hamilton Public Health Services

Phone: 905-546-CITY (905-546-2489)

Email: [publichealth@hamilton.ca](mailto:publichealth@hamilton.ca)

### **No Dogs Allowed**

HWDSB policy states that dogs are not permitted on school property. Please do not bring pets onto school grounds during the day or at drop off and pick up times. Thank you for understanding.

### **Transportation**

We have been supporting HWSTS, our local transportation consortium, as they adopt a new platform for their Parent Portal. If your child qualifies for transportation, **please follow the steps listed to access your child(ren)'s information via the online portal**. Please keep in mind that last minute changes sometimes do occur and that it is important to re-check the information prior to sending/picking up your child(ren) to their assigned pickup location. Go to [www.hamiltonschoolbus.ca](http://www.hamiltonschoolbus.ca) and click on the "Parent's Portal" on the Home page, OR "Bus Stop Finder" on the landing page. [Learn more](#) here <https://www.hwdsb.on.ca/blog/new-student-transportation-portal/>

Bus contractors will continue with regular cleaning routines, to ensure that students and drivers have a sanitary environment.

### **School Council**

Our School Council Meeting is on Thursday, October 20<sup>th</sup>. We will be holding our first School Council meeting of the year. We extend an invitation to all parents and guardians who wish to attend. Thank you to those who completed our School Council Self Nomination form that was sent out in September. Our first meeting of this school year will be at 5 pm for one hour in person and through MS Teams. A MS Teams a meeting link will be shared with the community closer to the date however, you may also contact the school and provide an email to be added.

### **Addressing a Concern**

Students and families with classroom concerns are encouraged to contact their student's classroom teacher. School-wide concerns can be addressed by the principal.

[Addressing a Concern \(see the link below\)](#)

<https://www.hwdsb.on.ca/wp-content/uploads/2015/09/Addressing-Concerns-HWDSB.pdf>

### **Right to Disconnect**

Healthy work-life boundaries, including the ability for all employees to disconnect from work after hours, is an important part of maintaining one's health and well-being. HWDSB has implemented a [Right to Disconnect Procedure](#) (See link here <https://www.hwdsb.on.ca/wp-content/uploads/2022/06/Right-to-Disconnect-Procedure-May2022.pdf> ) to support educators, administrators and other HWDSB staff. While all urgent communication will continue to be shared after hours, please note that families communicating with educators and administrators may receive a delay in response to all non-emergency inquiries received after hours.

### **Recycling and Litterless Lunches!**

Please be sure to send your child with a Litterless Lunch! Please use Tupperware and recyclable items for packaging your child's food. We are encouraging a Boomerang Lunch as well, everything your child does not eat, including half- or uneaten food can go back in the lunch bag where it can be properly disposed of in your family's green waste box or recycling bins. Every little bit counts, let's work together to lessen our footprints on the Earth!

### **Photo day**

Photo day is on Wednesday October 26. Students will be photographed at school.

- On photo day, no order form or payment is due.
- Please do not wear green to avoid blending into the background.

### **Halloween**

On Monday October 31st, students can choose to wear an appropriate costume to school. No face masks, weapons, costumes with elements of Cultural Appropriation or gory costumes are permitted. More information will be sent out closer to the date.

### **Smoking/Vaping**

Just a reminder that smoking is not permitted anywhere on School or Board property at any time of the day or night. This by-law applies to staff, students, visitors and parents. It also includes the interior of your vehicle.

Smoking cannabis or tobacco and vaping any substance is prohibited anywhere on school property and in public areas within 20 metres of the perimeter of the school grounds. If you are caught smoking or vaping in school or on school property, you may be ticketed and fined. Fines start at \$305. Students may also be suspended from school.

The parking lot is considered school property according to the by-law. Please remember that we want to maintain a smoke-free environment.

**Valuable Belongings/Trading Cards**

Valuable belongings should be left at home. The school is not responsible for lost items. Trading cards such as Pokemon cards are not allowed in school. There have been many issues with lost and misplaced cards. Also, the cards have been a distraction during instructional times. Please keep them at home.

Sincerely,

K. Sweeting and R. Persad  
Principal/Vice Principal  
Queen Victoria