

Staff Weekly Time Lion

Hear us Roar

September 2-5



Monday, September 1	Day 0	Labour Day – No School
Tuesday, September 2	Day 1	Let's have a ROARING first day! Kindergarten Year 1 Visits (No School for Year 2 Kindergarten)
Wednesday, September 3	Day 2	Kindergarten Year 1 & 2 First Day
Thursday, September 4	Day 3	September Start Up Assemblies for Students in Gym
Friday, September 5	Day 4	

Principal Message:

Dear SWL Families,

As the 2025-26 school year quickly approaches, we are excited to welcome students back to class on Tuesday, September 2, 2025. Year 1 & 2 Kindergarten students begin Wednesday, September 3.

Beginning the new school year can be a time of excitement, nervousness and energy for students, staff and families alike.

But the start of the school year at Sir Wilfrid Laurier (SWL) is also a time of new beginnings filled with opportunities for all students to experience a sense of belonging, engage in dynamic learning and reach their full potential.

To help SWL families prepare for their child(ren)'s return to the classroom, we would like to share the following information:

SchoolMessenger

Sir Wilfrid Laurier and all HWDSB schools use SchoolMessenger to notify families about unexplained absences, as well as other important announcements. Families can use the free SchoolMessenger app or website to choose how they wish to receive these messages. Please contact your child(ren)'s school to provide current - or to change - your information.

Student Dress Guidelines

Last September, HWDSB shared the updated Student Dress Guidelines to help foster positive and inclusive learning environments. Developed with extensive student input and community consultation, these guidelines focus on equity, dignity, and well-being for every student. They can express themselves freely, without fear of bias or discrimination. Visit hwdsb.info/student-dress to learn more.

At SWL, we are committed to partnering with our families to ensure that your child(ren)'s school experience reflects HWDSB's values – dignity, trust, compassion and joy. We are committed to ensuring your child(ren) are celebrated for who they are, experience safe and caring school environments and are supported to achieve their own academic success and positive learning outcomes.

Hamilton Student Transportation System

Responsibility for getting to and from school rests primarily with the student and parents or guardians. The Education Act states that a board may provide transportation for pupils enrolled in schools operated by the Board. Transportation to and from school provided to students is a privilege and not a right. The HWSTS Member Boards' Transportation Policies set out the terms and conditions under which the Boards may provide transportation. To check if your child is eligible for busing, please visit <https://hwsts.mybusplanner.ca/TransportationEligibility> .

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 your child(ren) to their assigned pickup location on September 2, 2025. Go to www.hamiltonschoolbus.ca and click on the “Parent’s Portal” on the Home page, OR “Bus Stop Finder” on the landing page. [Learn more](#).

Code of Conduct

HWDSB is committed to making each one of its schools a caring place that is safe for learning. Every student deserves to feel and be safe in a school, on the school grounds, on the school bus and at school events and activities. Visit HWDSB's [Code of Conduct webpage](#) to learn about these changes.

Umbrella Child Care

Before and After care is available at SWL site. Umbrella Child Care is organized through Umbrella Care only. Our main office does not manage registrations with Umbrella. Please review the link to contact Umbrella Care if you are seeking child care before and after school.

<https://www.umbrellafamily.com>

Thank you to our SWL Caretaking Team!

A special thank you to our dynamite caretaking team at SWL! Our team has worked extra hard this summer to support summer learning sessions and prepare for our September opening!

SWL Home-School Communication

We are committed to providing timely, relevant information about your child and the school in a variety of ways. Here are some of our key communication strategies:

1) Direct Contact: School staff will phone home if the need arises. Please feel free to phone the school to share pertinent student information with school staff as well. Parents are welcome to phone the school in order to arrange meetings with teachers to discuss school related issues or concerns. 905-578-4422.

2) Community Weekly Updates: SWL School updates are provided on the school website and through SchoolMessenger. Updates contain information regarding all areas of school life. The weekly community updates are particularly important in providing dates for upcoming events of all kinds.

3) School Website & School Messenger: A great deal of school information will be shared on our school website and through School Messenger during the coming year in regard to school events, school council, etc. A school calendar of upcoming events is also posted and updated regularly. You can subscribe to our website by clicking subscribe button on the left side of the home page screen. <https://www.hwdsb.on.ca/sirwilfridlaurier/>.

4) Student Agenda: Our student agenda is designed to help students to plan and organize their work at school this year. Teachers will use it as a key vehicle of communication with parents/guardians. It also provides some basic information concerning the programs, policies and procedures at Sir Wilfrid Laurier Elementary School.

5) School Sign: The school sign on the front lawn is a great source of up to date information.

7) Parent Portal: HWDSB Parent Portal, is a protected parent log in space that contains important forms for families, student information (e.g, grades, schedule, homeroom teacher etc.).

Nutrition Program

SWL has a nutrition program funded through Tastebuds and supported by our parent volunteers. Healthy snack bins (i.e., fruit, grains, dairy) are filled three times a week to support our students. Thank you to our wonderful volunteers continuing to support this program for our students.

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 \(PDF\)](#).

Responsible Use of Technology

Our Responsible Use of Technology Expectations at SWL are listed below. This is a guideline to support responsible technology use and more information regarding personal devices at school that support PPM 128. Responsible Use of Digital Technology: Mobile Devices in Schools. Expectations will be reviewed with all students and an additional information session will be shared with our Grade 6-8 students during the first week of school. A few key guidelines to be aware of when supporting responsible use of digital technology is shared as follows:

- 1) Students may not use technology for non-academic purposes (i.e. texting, email, gaming, social networks, etc.) at any time during school hours. Students agree to use technology appropriately and respectfully when given permission to use in class during instructional time. Students will ensure their behavior in the digital world meets the same expectations as behavior in the physical world, using digital technology or personal electronic devices

in a manner that respects the dignity, rights, and privacy of all.

- 2) Students must have personal devices powered off or silenced and out of view during the school day, including nutrition breaks. Personal devices are only permitted to be in use when an educator is able to support and has provided specific permission.
- 3) Communication with home should occur through the main office only during regular school hours. Parents/Guardians should connect with the main office if a message needs to be delivered.
- 4) SWL Elementary School and its staff are not responsible for any loss, damage, or theft of technology brought into the classroom from home; students use the technology knowing the risks that accompany such use.

<https://www.engagehwdsb.ca/responsible-use-digital-technology>

Dogs on School Property

Our school community includes many families who are dog owners. We know it is nice to take the dog for a walk when you drop-off and/or pick-up your child at school.

We remind anyone who is walking a dog that it must be on a leash.

Individuals with dogs on a leash are asked to keep them distanced from children, staff, other parents/guardians, and other dogs. Some children may be afraid of dogs, and the behaviour of a dog can be unpredictable. Please do not bring dogs near our entry/exit zones where students are entering gated areas or lining up as these areas consist of high student traffic. We thank you for your understanding.

Students Requiring a Medical Plan of Care

If your child requires a specific medical plan of care (i.e., Anaphylaxis, Asthma, Diabetic, Special Medical Conditions) and you have not informed the office, please connect with the school immediately so we can support and provide families with correct forms and processes.

Our office will be sending home updated forms for families of students that currently have a medical plan of care at SWL. Any updates or new information can be included in these forms. If the plan has not changed a signature is all that is required.

Students requiring an epi-pen, must have one on person at all times and one stored at our main office. The epi-pen can be handed to the office starting the week of August 28th. Students that require an inhaler should have one on person at all times. Inhalers can also be stored at our main office for support.

Administration of medications require parent/guardian permission and a doctor signature.

Volunteer Opportunities

SWL and HWDSB values and appreciates dedicated volunteers who share their time and talents in support of healthy, positive and flourishing school communities. If you are interested in exploring volunteer opportunities like School Council at SWL, please connect with our main office for information about nominations and elections. Please see HWDSB's [Volunteers in Schools](#) page for more information.

School Council

Every school in Ontario is required to have a School Council and work collaboratively with the Principal to improve student achievement and enhance accountability of the school with parents. Information about School Councils can be found here:



<https://www.ontario.ca/page/school-councils-guide-members>

We welcome all parents/guardians who are willing to volunteer their time to participate on our School Council for the 2025-2026 school year. School Councils must hold an annual election to identify voting members which will occur at our first meeting.

Our 1st School Council first meeting and elections is scheduled for Tuesday, September 23 at 6PM. School Council forms are attached in this update for parents/guardians interested in joining our council this year. All families are welcome! Families do not need to be on council to attend our meetings. We encourage parent/guardian voice. Meetings will occur in-person and virtually throughout the year to accommodate families' schedules. Please see our website, School Council Page, for further details about Council.

Supporting a Positive Return to School

HWDSB will continue to offer a wide variety of mental health supports for students. This is especially important during the return to school, which can be stressful for some students. See some supportive tips in our recent [We Help Update](#) on our blog. Explore our [We Help web page](#) for more evidence-based and timely school-based mental health services and supports.

Across HWDSB, we are also reintroducing a welcoming, inclusive initiative to help students as they return to school. Reimagining Wellness is a series of lessons and activities for elementary students which address needs that have arisen in the past few years. Lessons will be implemented across all grades during September and throughout the school year.

Entry & Dismissal Parking Lot

Parking space is extremely limited. Although we are a walking school, parents in special circumstances needing to drop their child off by vehicle are asked to park on the streets adjacent to the school (where it is unsigned). Our parking lot is closed for vehicles (unless a special circumstance has been communicated to the office) between the following times for student safety, 8:35AM – 8:50AM & 3:10PM -3:25PM.

Walk to School

SWL is primarily a walking school as only a few students require transportation due to distance from the school allowing for busing eligibility. Students that live within a walking distance from the school are encouraged to walk to school with parents/guardian or peers rather than be driven by vehicle.

Benefits of Walking to and from School

- Improved safety on our community streets
- Less congestion and pollution near the school
- Walking provides time for mindfulness and self-reflection
- Walking with a peer provides time for peer connection
- Exercise – feeling healthier and energized for school
- Adding more steps to your day

Bell Times 2025-2026

8:35	School Grounds Open
AM	
8:50 – 9:30	Period 1
9:30 – 10:10	Period 2
10:10– 10:50	Period 3
10:50 – 11:10	Grade 5-8, Outside Nutrition Break Grade 1-4, Inside Nutrition Break
11:10 – 11:30	Grade 1-4 Outside Nutrition Break Grade 5-8, Inside Nutrition Break
AM/PM	
11:30 – 12:30	Period 4
12:30 – 1:10	Period 5
1:10 – 1:30	Grade 5-8, Outside Nutrition Break Grade 1-4, Inside Nutrition Break
1:30 – 1:50	Grade 1-4, Outside Nutrition Break Grade 5-8, Inside Nutrition Break
1:50 – 2:30	Period 6
2:30 – 3:10	Period 7
3:10	Dismissal
3:25	School Grounds Close

SWL Staff List 2025 - 2026

Staff Member	Position	Staff Member	Position
Amy Onat	JSA	Melony Parkin	DECE
Melissa Mitchell	JSB	Lisa Gabriele	DECE
Genea Ngleka/Kaitlyn Orovan	JSC	Valbona Kertoci	DECE
Leanne McGrimmond	JSD	Souhad Saffaf Masri	DECE
Sandra Manojlovic	JSE	Darla Kobe	DECE
Rachel Hone	JSF	Suzanne Rasmussen	DECE
Virginia Catsoudas	JSG	Shammi Akther	DECE
Kristine Scott	JSH	Najla Abou Sharaf	DECE
Lisa Mathieson	1A	Kerry Silver	French
Theresa Jones	1B	Jeannette Raynham	French
Lillian Milinkovic	1C	Teesha Burnett/S. Scheid	French
Jordana Smith	1D	Boichuk	Music
Alyssa George	2A	Caitlin DeLyzer	Pri Cov
Jesse Kirkpatrick	2B	Nicole Mueller	Pri Cov
Tiffany Buschhausen	2C	Joshua Massie	Math Fac
Liana Henkel	23A	Melissa Rizza	Reading spec
Lori Colasanzio	3A	Lisa Miron	ESL
Megan Lewis	3B	Nick Berrafati	ESL
Matthew O'Connor	3C	Megan Woods	ESST
Ana Cole	4A	Brock Erben	EA
Erica Muelleer	4B	Andrea Hillen (AM)	EA
Amanda Tessaro	4C	Camay Richards	EA
Andrew Clow	45A	Bailey Lansley	EA
Melanie Collingwood	5A	Taylor Ridout	EA
Kristyn Luker	5B	Olivia Slota	EA
Julie Engelage	5C	Grace Watts	EA
Kailey Kirkpatrick	56A	Amani Abu Errub	EA
Ryan Maynard	6A	Alexandria Hansman	EA
Chris Moase	6B	Arlene Tokiwa	EA
Samantha Coddington	6C	Sana Khan	EA
James Cain	7A	Monika Forma	EA
Evan Coulis	7B	TBD (PM)	EA
Brittney Passfield	7C	Kelly Burke	CYCP/AIM
Andrew Byrne	8A	Elzbieta Jedrzejewicz	Asst. Care.
Claudio Santaguida	8B	Luke Whighton	Asst. Care.
Denise Wachnuik	8C	Juan Benitez	Asst. Care.
Laura Golbeck	Lib/Arts	Alisha Febbraro	Asst. Care.
Annelise Brook	JSH/Cov	Jennifer Matthews	Head Care

Scott Petterson	PE Cov		
Melissa Cryer	LRT	Shana Watanabe	LRT
Carni Grewal	LRT		

**Sir Wilfrid Laurier School
Office Staff List 2024/2025**

Staff Member	Position
Nicola Adam	Office Administrator
Tara Mantini	Office Assistant
Brandy Kaytor	Office Assistant
Kelly Reilly-Scott	Principal
Tim Kivell	Vice Principal
Gail Glenny-Burke	Social Work

Looking forward to another ROARING year!

At SWL, we are committed to partnering with our families to ensure that your child(ren)'s school experience reflects HWDSB's values – dignity, trust, compassion and joy. We are committed to ensuring your child(ren) are celebrated for who they are, experience safe and caring school environments and are supported to achieve their own academic success and positive learning outcomes.

If you have any questions or concerns, please do not hesitate to reach out at 905-578-4422 or email sirwilfridlaurier@hwdsb.on.ca

Sincerely,

K. Reilly-Scott
Principal