



# Viola Desmond Elementary School

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 @ViolaD\_HWDSB

 violadesmond\_hwdsb

**School Website:** [www.hwdsb.on.ca/violadesmond/](http://www.hwdsb.on.ca/violadesmond/)



Welcome to the 2022-2023 school year! We are so excited to continue the journey in your child's social, emotional and academic growth and development. What a long way we have come when we look back to September 2021. Our staff parking lot is now complete, as well as, the Kindergarten outdoor play area. There are still construction fences up to protect the new sod laid around the school green space areas.

Thank you to our fabulous caretaking team for taking such good care of our school during the summer holidays. We have all come back to clean and shiny spaces and are so grateful for their hard work.

### ENTRY TO PLAYGROUND

We now have three access points to the back playground. Our existing entrance off of Glen Echo Drive, as well as, a new entrance off of Rainbow Drive and a new entrance off of Secord Drive. This will hopefully eliminate the backlog of traffic.

### ENTRY/EXIT DOORS

Students must enter and exit the school through their assigned door. Grade 1-8 students will be dismissed through the back playground doors. Bus students will now use the new walkway when exiting and boarding their school bus.

All Kindergarten students will continue to use the front Kindergarten area for drop off and pickup. Students should not be entering or exiting the school from the front main doors.

### ACCESS TO PLAYGROUND

Due to the large numbers and for the safety of our students, parents/guardians are asked to remain on the perimeter of the playground during morning entry and afterschool dismissal.

### BELL TIMES

Supervision Begins:

8:30 am

Entry:

8:45 am

Nutrition Break #1:

10:25 - 11:05 am

Nutrition Break #2:

12:45 - 1:25 pm

Dismissal:

3:05 pm

Supervision Ends:

3:20 pm

## Paperless Newsletters

To reduce our paper usage, beginning in October, all our school newsletters will be posted only to our school website and paper copies will not be sent home. Please subscribe to our School Website at:

[www.hwdsb.on.ca/violadesmond/](http://www.hwdsb.on.ca/violadesmond/)



## Student Communication

Home-School communication is essential for success. Here at Viola Desmond School, the agenda is the key tool used for communication between teachers and parents.

Each student Grades 1-8 will be given an agenda. There will be a fee for replacement agendas.

Students in Kindergarten will use a communication book that will be found in the student's Important Bag.



## Staff Parking Lot, Bus Loading Zones and Street Parking

### PARKING LOT SAFETY

As you can see, the staff parking lot is now complete. Please remember that this parking lot is for staff parking **only**. Students should not be dropped off or walk through this parking lot for their safety. Students should be using the walkways for safety.

### BUS LOADING ZONES

As the bus loading zone area is now complete please do not park or stop in this designated area. Parking is also off limits in the driveway in front of the school as it is an emergency route for emergency vehicles only. We appreciate your co-operation.

### STREET PARKING

If you are driving your child to and from school please ensure you adhere to all the posted signs regarding parking around the school. Unfortunately, as some parents are parking in unauthorized areas, the Hamilton Bi-Law office will start to issue tickets

to anyone parked in these areas. We encourage students to walk to and from school to avoid the traffic backlog.



## Bussing Information



If your child qualified for the bus but you have opted out, please inform the office so that they can be removed from HWSTS

Transportation's lists. **earliest and must be applied for each school year.** If your child did not qualify for bussing, they may be eligible for courtesy bussing if there are spots remaining. Please complete the courtesy bussing form and return it to the office. Please note that courtesy bussing **does not begin until October at the** This is to ensure that all students that qualify for bussing have a spot.

### BUS SAFETY

For the safety of everyone on the bus, students must follow all safety rules, stay seated and

follow all directions of the bus driver. Failure to follow the rules while on the bus will result in Bus Incident Referrals which may result in students being removed from the bus.

For information please visit the HWSTS website or call 905.523.2318

## Medical Conditions and Life Threatening Allergies



### MEDICATION

Students who require prescription medication administered at school **must** have a 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.

### MEDICAL CONDITIONS

If your child has any medical conditions that affect their safety please complete the medical

plan of care information sheets and return them to the school.

### ALLERGIES

If your child has a life-threatening allergy that may result in anaphylaxis, the Anaphylaxis Plan of Care Forms must be completed and returned to the office as soon as

possible. Please note that your family doctor must also complete the form.

### CONTACT INFORMATION

Please ensure that we have your current contact information and an alternate contact that can be reached during the day in case there is a need to contact you.

## Volunteers

Part of the HWDSBs Volunteer Policy is that any volunteers working with children must have obtained a Vulnerable Sector Screening Report. This is essentially a criminal record check and is put in place to protect our students. To obtain such a report, an adult must pick up an applica-

tion form at the Police Station or on-line, and take it to the Hamilton Police Services Headquarters on King William Street in Hamilton. There is a cost for the screening which is valid for 3 years with the HWDSB. If you are planning on joining your child on any class trips,

helping in the school, or on sporting events as a volunteer, you **MUST** have an updated Criminal Reference Check-Vulnerable Screener.

Once you have obtained the report, bring it to the school office for approval and to complete Volunteer Forms for Viola Desmond school.

Please note that this process could take approximately **6 - 8** weeks for you to receive the forms.



## Emergency Drills and Procedures



### SAFETY PROCESURES

Here at Viola Desmond School we will be practicing our Safe School Procedures throughout the school year. School

can prepare for responding to emergencies through intentional, scheduled practice drills. We will be practicing a variety of drills such as fire, lockdown, hold and secure, shelter in place and evacuation drills. The goal of the drills are to minimize the risk for staff and students during

a time of crisis. In the event of a "real" evacuation, Hamilton Fire/Police Services will be responding to the situation.

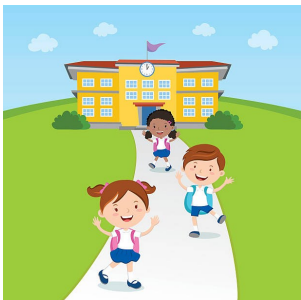
All staff, students and volunteers who are regularly in the school building are required to know the procedures. The students will have

have procedures explained to them by their classroom teacher.

Along with this information at school, we encourage parents to talk to their children about the need to stay safe and well prepared for an emergency situation.



## Safe Arrival and Attendance



Your child's safety is our priority. If you are dropping off or picking up your child outside of the bell times, please buzz

the office and the office staff will help you.

### 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. 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 to obtain a late slip so that they are not marked absent.

Please use HWDSB'S Safe Arrival Program by website, app or phone.

Learn more about Safe Arrival at:

[www.schoolmessenger.com/safearrival](http://www.schoolmessenger.com/safearrival)

# HWDSB

## SafeArrival

### *what elementary school families need to know*

With SafeArrival, families report a student absence in one of three ways:

1. Use the SafeArrival website, [go.schoolmessenger.ca](http://go.schoolmessenger.ca). The first time you use the website, select **Sign Up** to create your account. Select **Attendance** then **Report an Absence**.
2. Using your mobile device, download and install the **SchoolMessenger** app from the Apple App Store or Google Play Store (or from links at [go.schoolmessenger.ca](http://go.schoolmessenger.ca)). The first time you use the app, select **Sign Up** to create your account. Select **Attendance** then **Report an Absence**.
3. Call toll-free 1-844-506-4350 to report an absence using the automated phone system. Using this method does not require setting up an account.

These options are available 24 hours/day, seven days a week. You can report a future absence any time.



### What's unique for families of elementary school students?

**Notice** – Elementary school families will be notified by the automated notification system when their child is absent without an explanation.

**Explain** – The system will attempt to contact families multiple times until parents confirm and explain the absence. If a designated contact can't be reached, school staff will follow up.

**Report** – As always, parents are expected to report absences as soon as possible – and then you will not receive notification about unexplained absences.

**Questions** – If you have questions, please speak with your school office or principal. Find more resources on SafeArrival at [bit.ly/safearrivalHWDSB](http://bit.ly/safearrivalHWDSB) and on your school's website.



## Personal Belongings & Electronic Devices/Cell Phones



Students are permitted to bring cell phones to school with parental permission, however, it is important to leave **the cell phone turned off during the instructional**

**day.** Now that students have access to HWDSB devices they will not be permitted to use their personal cell phones or devices unless specified by the classroom teacher for instructional use. Unless for medical reasons or emergencies, students should not be texting during the school day. At no time during the school day or while on school property is it

permitted to record anyone, take photos, or videos. Inappropriate usage of cell phones will result in progressive discipline. Other expensive or important items including large sums of money should never be brought to school.

**Please note that the school cannot be held responsible for loss,**

**damage, or theft of cell phone, personal devices or any other items of value at any time.**

School is no place for valuable possessions, and these items are best left at home.

Please review with your child appropriate and responsible usage of electronic devices and other personal belongings.

## Custody of Students



During family separation or divorce we must remind parents to inform the school in writing of custody

arrangements. The school must have the most recent legal agreement between separated parents on file in order to respond appropriately when confronted by a parent who does not have custody. Unless a court order specifically prevents it, both parents have the right and

responsibility to visit the school and have access to the child and any information about the child's current attendance and/or educational achievement. Please help us to avoid uncomfortable custody issues by providing us with all of the necessary documentation.

We want to support all our students and their families during these difficult times but please remember that to protect the privacy of all involved, especially our students, custody and family disputes should not be brought into the school environment.

## 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 wear a helmet. Helmets can be stored in the student's backpack. 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 stor-

age 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.



## UPCOMING DATES

*Friday September 23<sup>rd</sup> - Terry Fox Run*

*Friday September 30<sup>th</sup> - Orange Shirt day*

*Thursday October 6<sup>th</sup> - Picture Day*

*Wednesday October 12<sup>th</sup> - Meet the Teacher Evening 4:30 - 5:30*

## Viola Desmond Staff 2022-2023

<b>FDK1 -</b>	Ms. Skinner/Ms. Forster	<b>Junior Fr -</b>	Ms. Fernandez
<b>FDK2 -</b>	Ms. Whitehouse/Ms. Daniels	<b>Junior/Intermediate Fr -</b>	Ms. Chanthanakone
<b>FDK3 -</b>	Ms. Spiers/Ms. Quaini	<b>Intermediate Fr -</b>	Ms. Lanillos
<b>FDK4 -</b>	Ms. Petruccelli/Ms. Iavarone	<b>PE/Health/Dance -</b>	Mr. Farruggia
<b>FDK5 -</b>	Ms. Tillotson/Ms. Dickinson	<b>Music -</b>	Ms. Dawson/Ms. McIntosh
<b>FDK6 -</b>	Ms. Dollar/Ms. Stevenson	<b>Library/Media Literacy -</b>	Ms. Hall/ Ms. Niamat
<b>FDK7-</b>	Ms. Wilkie-Smith/Ms. Abdul Malik	<b>Primary Prep Teacher -</b>	Ms. Cantwell
<b>Class 1A -</b>	Ms. Robillard	<b>Primary LRT -</b>	Ms. Vanderstoep
<b>Class 1B -</b>	Ms. Hatzis	<b>Junior LRT (am) -</b>	Ms. Niamat
<b>Class 1C -</b>	Ms. Curtis	<b>Intermediate LRT -</b>	Ms. Duckett
<b>Class 1/2A -</b>	Ms. Stewart	<b>Reading Specialist Teacher -</b>	Ms. Nazy
<b>Class 2A -</b>	Ms. Continelli	<b>ESL Teacher -</b>	Ms. Stojavljevich
<b>Class 2B -</b>	Ms. Tuner	<b>Student Success Teacher -</b>	Mr. Connolly
<b>Class 2C -</b>	Ms. Williams	<b>Math Facilitator -</b>	Ms. Sargant
<b>Class 2/3A -</b>	Ms. Martin	<b>CYCP -</b>	Ms. Deveau
<b>Class 3A -</b>	Ms. Shaule	<b>Education Assistant -</b>	Ms. Anderson
<b>Class 3B -</b>	Ms. Steeves	<b>Education Assistant -</b>	Ms. Best
<b>Class 3/4A -</b>	Ms. Agro	<b>Education Assistant -</b>	Ms. Clemence
<b>Class 4A -</b>	Ms. Radonicich	<b>Education Assistant -</b>	Ms. Derouchie
<b>Class 4B -</b>	Ms. Leboeuf	<b>Education Assistant -</b>	Ms. Guzman
<b>Class 4/5A -</b>	Ms. Tomic	<b>Education Assistant -</b>	Mr. Jones
<b>Class 5A -</b>	Ms. Grybas	<b>Education Assistant -</b>	Ms. Peirce
<b>Class 5B -</b>	Ms. Brason	<b>Education Assistant (pm) -</b>	Ms. Ridout
<b>Class 5/6A -</b>	Ms. Wilson	<b>Education Assistant -</b>	Mr. Vania
<b>Class 6A -</b>	Mr. Mourrasutti	<b>Education Assistant -</b>	Ms. Watts
<b>Class 6B -</b>	Ms. Allum	<b>Office Administrator -</b>	Ms. Hallas
<b>Class 7A -</b>	Ms. Kew	<b>Office Assistant -</b>	Ms. Duvnjak
<b>Class 7B -</b>	Ms. D'Costa	<b>Head Caretaker -</b>	Ms. Goodale
<b>Class 7C -</b>	Ms. Hagan	<b>Caretaker -</b>	Ms. Cabral
<b>Class 8A -</b>	Ms. Kircos	<b>Assistant Caretaker -</b>	Ms. Bertin
<b>Class 8B -</b>	Mr. Ozimkovic	<b>Assistant Caretaker -</b>	Mr. Macdonald
<b>Class 8C -</b>	Mr. Novakovic	<b>Assistant Caretaker -</b>	Ms. Mangadap
<b>Class 8D -</b>	Ms. Henderson	<b>Vice-Principal -</b>	Ms. Welsh
		<b>Principal -</b>	Ms. Morabito