



## Viola Desmond Elementary School

50 Secord Drive Hamilton, ON, L8K 3W7 (P)905.296.2549 (F)905.661.8715

 @ViolaD\_HWDSB      violadesmond\_hwdsb

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



# SEPTEMBER

### ***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

### ***Upcoming Dates:***

**September 5**

PA Day

**September 6**

First day of school

**September 29**

Truth and Reconciliation -  
Orange Shirt Day

### **Parking Lot Safety**

Please remember that the 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.



***Please do not move or drive over the traffic cones to access the school parking lot or Emergency Vehicle Lane. Bylaw Officers have been and will continue to ticket vehicles blocking the fire lanes or bus routes.***

### **Entry / Exit Doors**

Students must enter and exit the school through their assigned door. Grade 1-8 students will enter and 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 after school dismissal.

### **Bus Loading Zone**

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.



### **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 lists. 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 mid-October and must be applied for each school year. 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:**

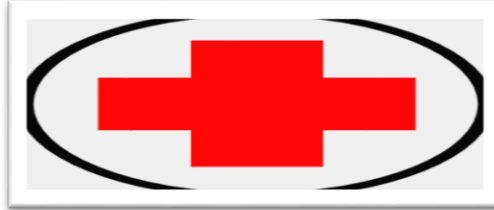
Students who require prescription medication administered at school must have a form filled out and signed by the prescribing doctor before any staff can administer the medication.

#### **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. 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.



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 application 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 charge 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 complete Volunteer Forms for Viola Desmond.



## ***Emergency Drills and Procedures***

### **SAFETY PROCEDURES:**

Here at Viola Desmond School, we will be practicing our Safe School Procedures throughout the school year. Schools 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 is 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 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 bell times, please buzz the office and the office staff will help you. **DISMISSAL FOR APPOINTMENTS:**

When picking up your child for appointments, 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.

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(Please note the above links are not active. Please copy and paste the link into your browser.)

## **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 phones, 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 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 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 wears 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 for 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.

## Viola Desmond Staff 2023-2024

FDK1 - Ms. Caldwell /Ms. Forster  
DK2 - Ms. Whitehouse/Ms. Devine  
FDK3 - Ms. Spiers/Ms. Malik  
FDK4 - Ms. Petruccelli/Ms. Iavarone  
FDK5 - Ms. Tillotson/Ms. Dickinson  
FDK6 - Ms. Dollar/Ms. Pesko  
FDK7- Ms. Wilkie-Smith/Ms. Bautista  
FDK8 – Mr. Goodman-Berger/Ms. Buote  
Class 1A - Ms. Robillard  
Class 1B - Ms. Hatzis  
Class 1C - Ms. Curtis  
Class 1D - Ms. Stewart  
Class ½ A – Ms. Andric  
Class 2A -Ms. Continelli  
Class 2B - Ms. Vanderstoep, Ms. Henderson  
Class 2C - Ms. Williams  
Class 2/3A - Ms. Martin  
Class 3A - Ms. Shaule, Ms. Henderson  
Class 3B - Ms. Radonicich  
Class 3/4A - Ms. Agro  
Class 3/4B - Ms. Schinkel  
Class 4A - Ms. Leboeuf  
Class 4B - Ms. Tomic  
Class 5A - Ms. Grybas  
Class 5B - Ms. Brason  
Class 5C - Ms. Wilson  
Class 5/6A - Ms. Costantini  
Class 6A - Mr. Mourrasutti  
Class 6B - Ms. Allum  
Class 6C – Ms. Blanchard Baglole  
Class 7A - Ms. Kew  
Class 7B - Ms. D'Costa  
Class 7C - Ms. Hagan  
Class 8A - Mr. Ozimkovic  
Class 8B - Mr. Frank  
Class 8C – Ms. Cantwell

Junior Fr / Music - Ms. Goldbeck  
Junior Fr – Mr. McCormack  
Intermediate Fr - Ms. Lanillos  
PE/Health - Mr. Novakovich, Ms. Steeves  
Music - Ms. Dawson/Ms. McIntosh  
Library/Media Literacy - Ms. Hall/ Ms. Atkinson  
Primary LRT - Ms. Vanderstoep, Ms. Atkinson  
Junior /Intermediate LRT - Ms. Price  
Reading Specialist Teacher - Ms. Nazy  
ESL Teacher - Ms. Stojavljevich  
Student Success Teacher - Mr. Connolly  
Math Facilitator - Ms. Khan  
CYCP - Ms. Haider  
Education Assistant - Ms. Anderson  
Education Assistant - Ms. Best  
Education Assistant - Ms. Kouser  
Education Assistant - Ms. Derouchie  
Education Assistant - Ms. Guzman  
Education Assistant - Mr. Jones  
Education Assistant - Ms. Pierce  
Education Assistant – Ms. Qamar  
Education Assistant - Ms. Crichlow  
Education Assistant – Ms. Long  
Education Assistant – Ms. France  
Office Administrator - Ms. Valralji  
Office Assistants - Mr. Piper, Ms. Gaston  
Head Caretaker - Ms. Goodale  
Caretaker - Ms. Cabral  
Assistant Caretaker - Ms. Bertin  
Assistant Caretaker - Mr. Macdonald  
Assistant Caretaker - Ms. Mangadap  
Assistant Caretaker – Mr. Gurango  
Assistant Caretaker – Ms. Cabral  
Vice-Principal - Ms. Welsh  
Principal - Ms. Morabito

