



# St Matthew's School

## Parent Newsletter

### September 13, 2011

#### WELCOME AND WELCOME BACK

On behalf of all the staff of St. Matthew's Elementary, we would like to extend a warm welcome to all students and their families as we begin another new and exciting year. We look forward to working with all students and families throughout the school year. Together, we can provide the best possible educational opportunities for all students.

*Kyran Dwyer*  
Principal

*Sharon Vivian*  
Assistant Principal

#### STUDENT ATTENDANCE

In the event that your child is absent from school we are asking that you call the school by 9:00 a.m. and let us know. This is a change from previous years. A note is still required upon the return of your child to school. If we do not hear from you we will attempt to call home to determine the reason for your child's absence. This process is being put in place to ensure the safety of all students.

#### SCHOOL HOURS

The front door will open for students at 8:10 and classes begin at 8:30. Please ensure that your child is on time for school as it helps make the start of each day a pleasant experience. The daily timetable is as follows:

8:10 am – Doors Open (Supervision Begins)

8:30 am – Morning Classes Begin

10:30 am – Recess begins

10:45 am – Recess ends

11:45pm – Lunch

12:35 pm - Afternoon classes begin

2:35 pm - Dismissal

It is very important that students be on time. Students who are late must sign in at the office before proceeding to class. Thank you for your support and cooperation with this.

#### SCHOOL PHOTOS

School photos will be taken on **September 29 and 30**. A schedule will be given to the students at a later date.

#### CURRICULUM NIGHT

We are planning our curriculum night for **Thursday, September 22, 2010 at 7:00 pm**. Parents are asked to visit your child's classroom to discuss your child's academic program as well as classroom routines and expectations. New parents are invited to drop by the library to meet our teachers and learn more about our school. This night provides you the opportunity to meet your child's teacher and also other parents in your child's class. We look forward to seeing you at this very important event.

#### STUDENT INFORMATION SHEETS

Student information sheets were sent home last week. Please complete these and have your child return it to his/her teacher **as soon as possible**. Please ensure that you include an emergency phone number in case of an emergency school closure.

#### APPROPRIATE SCHOOL ATTIRE

Students are prohibited from wearing halter tops, strapless tops, spaghetti straps; blouses/shirts which expose any portion of the waist, hips, or midriff; clothing with suggestive or other inappropriate writing, advertisement, or artwork (violence, tobacco products and alcohol); shorts, skirts and skirts with hemlines above mid-thigh; sleepwear; hats or caps inside the building; shorts, pants and skirts with writing across the seat etc. On gym days students may wear their gym clothes to school and will not be required to change into other clothes following gym. Suitable clothing for gym includes shorts or sweat pants, t-shirt and sneakers. Footwear is most important, no laces that cannot be tied up tightly. We have had instances where children have twisted their ankles or sneakers have come off and hit another child. If your child wears

these sneakers they will not be allowed to participate in the gym. We request that students not wear skater style sneakers (sometimes called “heelies”) in any type of gym activity. The reason is safety for all students. Also there is no ankle support in these sneakers and a student may twist his/her ankle due to this type of sneaker.

**SMOKE-FREE GROUNDS AND FACILITIES**

Visitors, staff and students are reminded that all buildings, grounds and properties under the jurisdiction of the Eastern School District are smoke free. Please respect our smoke-free policy and support us in our efforts to create a safe and healthy environment for everyone.

**STUDENT MEDICATIONS**

Medication is administered at the school only when absolutely necessary. School board policy requires that all prescription medication be brought to the office.

**Medication may only be administered from the office with the signed consent of parents.** The medication policy can be found online at [www.esdnl.ca](http://www.esdnl.ca)

**ALLERGIES**

Please alert your child’s teacher as soon as possible if your child has any serious medical conditions or life threatening allergies.

There is also a place for this information on the student data sheet. Where necessary, a medical alert form will be sent home for parents to complete. Please note that we do have students with serious **life threatening allergies to kiwi, peanuts, nuts and peanut butter, fish.** We ask that parents refrain from sending in food items which contain nuts or nut products. We ask for your cooperation in this matter and thank you in advance for your understanding and support. Just a reminder that St. Matthew’s Elementary is a Scent Free school.

Pets are not permitted in school because we have some students who are allergic to them while others are afraid of them. Thank you for your cooperation in this.

**OUR WONDERFUL STAFF**

We would like to take this opportunity to introduce and welcome our staff members for this year.

Kyran Dwyer	Principal
Sharon Vivan	Assistant Principal
Eileen Babb	K
Melanie Organ	K EFI

Valerie Hodder	Gr. 1
Tracey Rogers	Gr. 1
Marlene Audeau-Joyce	Gr. 1 EFI
Kendra White	Gr. 2
Elaine Matthews	Gr. 2
Heidi Cyr	Gr. 2 EFI
Danielle Bishop	Gr. 3
Nancy Ryan	Gr. 3
Lillian Regular	Gr. 3 EFI
Michelle Norman	Gr. 4
Joan Walsh	Gr. 4
Holly Dawson	Gr. 4 EFI
AnnMarie Carew	Gr. 5
Greg Woolgar	Gr. 5
Kim Jardine	Gr. 5 EFI
Colin Barry	Gr. 6 ICF
Michelle Bartlett	Gr. 6 ICF
Stephen Spratt	Gr. 6
Laura Winter	Gr. 6EFI
Lisa Wagner	Gr. 7 EFI
Lisa Fancey	Gr. 7 LFI
Patti Ann Williams	Gr. 7 Eng
Shirley Sheppard	LRT
Janice Kelly	Guidance
Betty Pumphrey	Special Ed
Pauline Yetman Dillon	Special Ed
Christine Willmott	Special Ed
Karey Wicks	Special Ed
Angela Stewart	Special Ed
Natalie Bonnell	Special Ed
Joanne Faour	Music
Kathy Noseworthy	Phys Ed
Jessica Waterman	Phys Ed
Kelly Power	DD Unit
Derrick Burry	Band
Jenny Vincent	Music
Sharon Power	Secretary
Tammy Bryne	Program Assistant
Clare Thorne	Program Assistant
Irene Duke	Student Assistant
Cynthia Hoskins	Student Assistant
Marguerite Slaney	Student Assistant
Barbara Gough	Student Assistant
Trina Fiander	Student Assistant
Rosemary Hickey	Student Assistant
Bobbi Jo Toope	Student Assistant
Jim Penney	Maintenance
Richard Smith	Custodian
Marge Bambrick	Maintenance

**CANTEEN AND LUNCH SERVICES**

An updated menu and price list has already been sent home to students. Students in Grades 1-7 may order items for recess and lunch, which is offered by Chartwell School Dining Services. Chartwell’s would like to remind parents of the following:

- lunch and recess orders need to be in separate bags or envelopes
- if using envelopes, please write order on outside of envelope

-use correct change  
-no credit will be provided  
Cafeteria services will begin on Monday,  
September 12.

### **COMMUNICATION**

If any questions arise during the school year, please contact your child's teacher. Appointments are made with the teacher by calling the school office at 745-1513 between 8:30 A.M. and 3:30 P.M. Teachers are not called to the phone during class time or lunchtime. Phone calls will be returned after 2:35 P.M. or as soon as possible. As well teachers can be contacted via email by getting the address on the school webpage.

### **EARLY DISMISSAL**

If it is necessary for your child to be dismissed before the end of the school day, a note stating the reason, time of dismissal and the name of the person securing the child is to be sent to the homeroom teacher. The adult comes to the school office; signs out the child and the child is notified to come to the office and released to the adult.

### **FIELD TRIPS**

Field Trips are planned by the teachers in each grade to enhance the curriculum for that grade level. Information about cost and permission is sent home. The signed permission form and money must be returned to the homeroom teacher before the student is permitted to attend the field trip.

### **SCHOOL COUNCIL**

We are looking for one parent representative for our school council. Any parent who is interested can contact the school for nomination information or to submit his/her name.

### **TELEPHONE USE**

In an effort to encourage responsible behavior, requests by students to call home for forgotten items or to change after school plans is **not** permitted. With permission, emergency phone calls are made from the school office. Students are not called to the telephone during the school day except in an emergency. Students are not permitted to use cell phones at school.

### **TOYS**

No toys are to be brought to school. This includes but is not limited to Ipod's, MP3 players, CD players, Nintendo DS, pagers or

any other electronic or expensive equipment. The school is not responsible for lost or misplaced toys.

### **VACATION ABSENCES**

Family vacations should be planned to coincide with the school holiday periods. A child needs the continuity of the learning experiences provided through teacher presentations and student interaction. Written work alone cannot substitute for these experiences. If for some reason a family needs to remove a child from school for a vacation, please notify the office regarding the number of days that your child will not be in school. Missed assignments are discussed with the classroom teacher after the child returns to school. The student is responsible to complete and turn in missed work.

### **VOLUNTEERS**

Volunteer adults assist in many of our school and classroom activities. They help teachers with non-professional chores, support our extra-curricular services, provide library, computer and office aid and enhance the celebration of our holidays and events. All volunteers are required to have a certificate of conduct and a vulnerable sector check. As well volunteers are asked to sign in when entering the building and wear an identification badge during the time they are in the building. Please contact the office if you would like to volunteer.

### **PARTY INVITATIONS**

Party invitations may not be distributed at school unless the entire class, or all girls or all boys are invited. This is to avoid hurting the feelings of those not invited.

### **PARKING**

Remember the safety of our children is very important. Adults coming to school during the school day are to park in parking stalls on the lot. Please do not park in the handicap parking area unless you are dropping off or picking up a handicap child. This year the bus lane will be used only by buses, assigned taxis and day care operators. We are asking all other vehicular traffic to use the parking lot and the lane adjacent to the bus lane. Thank you for this important request as we attempt to keep your children safe.

### **NO CHILD WITHOUT**

Our school is involved in the Canadian MedicAlert Foundation's **No Child Without**

program. There is no cost for students who attend our school and are between the ages of 4 up to their 14<sup>th</sup> birthday to join MedicAlert through this program. If your child has a medical condition, allergy or is required to take medication on a regular basis, then you should consider this program. A child's MedicAlert identification can alert school staff, friends, coaches and others about your child's medical condition should an emergency occur.

For further information come to the office for a brochure or go to

[www.nochildwithout.ca](http://www.nochildwithout.ca). To register your child you will need a **No Child Without** brochure from the office.

If your child is already part of the **No Child Without** program and there have been changes to their medical condition, medications or emergency contact information, call MedicAlert at 1-800-668-1507 to update your child's file.

### **Drama Club**

The Grade Six St. Matthew's Drama-Tigers program will soon be up and running and will occur each Thursday from 2:45 until 3:45 pm unless otherwise stated. We play warm-up games, drama exercises, and improvisations, as well as perform small scenes and skits.

The goal of our program is to teach drama, have fun, instill confidence, and allow our students to shine in a different light. We produce four shows throughout the year [Christmas and Spring] with each child having the potential to appear in one or more of the performances. We also intend on taking our performances on the road when and where feasible, and these trips are always invigorating; it is a great place to be. Contact Mr. Woolgar for more information, or just come by and see!

### **Silly Squad**

Once again our school will be taking part in the "Silly Squad" program which is a program designed at St. Matthews to promote school spirit and instill an understanding of social justice. Each month, on a designated day, students will be asked to dress in a fun theme, one that does not affect classroom learning, and to bring in any spare change to donate to a charity.

Stay tuned for September's cause!

Contact Mr. Woolgar for details.

### **The 'Cool-It-Up-Crew'**

Once again this parent driven program is up and running and looking for volunteers. This program is developed for you to have a chance to come on over, brainstorm ideas, and help show spirit and pride in our building and school community. In the past we have had our library and computer room decorated, our gym and porch walls painted, and one of our proudest projects, our greeting tree, has had themes placed on it all year long! We are now looking for anyone interested and will be meeting soon; contact Mr. Woolgar or Mme. Regular and stay tuned.

### **School Calendar 2011-12**

September 22—Curriculum Night @7:00 pm

October 4 – District PD Day No School

October 10 – Thanksgiving Day Holiday

November 11 - Armistice Day Holiday

December 21 - Last Day Prior to Christmas

Dec 22 –Jan 3 – Christmas Vacation

January 3 - School Reopens

April 5 – Last Day before Easter

April 6 - Good Friday

April 16 - School Reopens

May 21 - Victoria Day

June 21 - Last Day for Students

June 22 - Administration Day

Please do not hesitate to contact me if you have any questions or concerns.

### **Cross Country Running**

Starting next week Ms. Noseworthy will begin X-Country Running for students in grades 4-7. Please make sure you sign the permission slip, when it comes home, if you want your child to take part in the practice runs. More information will follow in the next few days.

### **Breakfast Program**

We are looking for a parent coordinator and parent helpers to run our Breakfast Program. The benefits of the Breakfast Program are great and the sooner we can get it started the better for our students. Please contact Mr. Dwyer if you are interested.