



NOTTAWA ELEMENTARY SCHOOL

81 Batteaux Road, RR#2, Collingwood, ON L9Y 3Z1

705-445-1827 Phone

Mr. Comish, Principal

705-443-4018 Fax

Mrs. Metheral, Senior Administrative Support

not.scdsb.on.ca Website

Integrity

Responsibility

Cooperation

Caring

Respect

Optimism

Honesty

Empathy

Courage

Inclusiveness

School Notices Please make sure that you have subscribed to the school website as that is our most effective tool to communicate important information to our school community. Simply click on the subscribe link on the top of the homepage of our school website or go to <http://not.scdsb.on.ca/>



[Subscribe](#) [Contact Us](#) [Staff](#)



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Phone Number 705-445-1827

Safe Arrival Number 705-445-1827 #1

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WELCOME TO THE NEW 2016-2017 SCHOOL YEAR!

Welcome back to all of our Nottawa families. I hope that you all had a wonderful summer full of exciting adventures. The staff and I have been working very hard to make sure this year will be one of the best at Nottawa Elementary School. Our Primary Yard has undergone some additional renovations with the addition of a new slide. Our students will continue to have the opportunity to utilize even more technology tools with the purchase of additional Chromebooks. We will continue to encourage students in all grades to bring their own personal electronic devices to make use of our high speed internet (with parent permission). These personal devices (laptops, iPads, iPods, Chrome Books, Playbooks etc.) will be used during specific times designated by the classroom teacher as learning tools. We will also have electronic devices available for students to sign out in the library to use throughout the day.

We welcome back Mrs. Kutcy from her maternity leave, Mme. Wylie who will be replacing Mme. Gough and our newest staff member, Mrs. Weeks. If you have any questions or concerns regarding your child please feel free to contact me at the school 705-445-1827 or via email at tcomish@scdsb.on.ca

As with the beginning of each new school year, we always anticipate changes, especially this year with so many new families joining our community. Please assist us by helping your child be **resilient** to the changes that may occur over the course of the month in terms of class placement. Preparing your child for possible classroom reorganization will facilitate the ease of these changes.

As with previous years we strive to be paperless in our communication home. All current events and information will be uploaded to our school website and **we ask that all our families who have internet please subscribe to the website.** This tool is a great way to learn about bus cancellations or lateness as well as upcoming events and important dates. **All newsletters from this date on will be uploaded to our website.** Please include your request for a hard copy of correspondence found on the Student Verification form that has your child's personal information.

A huge thank you to Mr. Coutts and Mrs. Engel for the sparkling clean school we have returned too.

Our Current Staff List is as follows:

Principal: Mr. Comish

Senior Administrative Support: Mrs. Metheral

Chief Custodian: Mr. Coutts

Afternoon Custodian: Mrs. Engel

Kindergarten Teachers: Mrs. Kitchener & Mrs. McIntyre

DECEs: Mrs. Entwistle & Mrs. Eichenberger

Primary Teachers: Mrs. Kutcy, Mrs. McTaggart, Mrs. Hammond, Mrs. Op't Hoog

Junior Teachers: Mr. Plater, Mrs. Shaw & Mrs. Garvan

Intermediate Teachers: Mr. Bridson, Mr. Durance

& Mr. Bowhey

Planning Time Teachers: Mrs. Rocque & Mrs. Weeks

Special Education Resource Teachers: Mr. Morin

& Ms. Stewart

French Teacher: Mrs. Wylie

Teacher Librarian: Mrs. M. Johnson

EAs: Ms. McEachern, Ms. DeRuiter, Mrs. Rye, Ms. S. Johnson & Mrs. Malloy

PROCEDURES HELP KEEP OUR SCHOOL SAFE

The safety and well-being of students is our top priority. We have a number of procedures in place to keep our school safe. You can help your child understand and feel safe by:

- talking to them about the situations below
- reminding them that emergencies are rare
- telling them it's important to follow staff instructions in these situations

Parents should talk about the following emergency drills with their children:

- **Shelter in place** is used when there is an environmental or weather-related situation, like a chemical spill outside the building, or a major storm. Activities continue inside the school. Students and staff are not allowed to leave the building. The ventilation system may be shut off.
- A **hold and secure** is used when there is a situation in the community, not related to the school, like a bank robbery nearby. Activities continue, but all doors are locked. No one is allowed to enter or exit the school.
- A **lockdown** is used when there is a major incident or a threat of violence related to the school. Students and staff move to secure areas, away from doors and windows. Doors are locked, lights are shut off and blinds are drawn. Students and staff remain quiet.

We practice lockdown drills at least two times per year. In the unlikely event of an actual lockdown situation, police ask that parents do not go to the school. Information will be communicated through the school board social media sites (www.facebook.com/SCDSB and www.twitter.com/SCDSB_Schools) and website (www.scdsb.on.ca), through local police and local media.

- All schools have **evacuation plans** in case of gas leaks, bomb threats or fire incidents that would require everyone to leave the school. Each school has an evacuation site. Ours is *The Corner Stone Church*. We hold drills to practice our evacuation plan. In a real evacuation, students and staff may go to the evacuation site, depending on the situation. Parents will be informed about pick-up procedures by the school, school board and local media.
- Elementary school main doors are locked during the school day. Visitors must use the **intercom system** to enter the building. **Staff may not be available to answer the door immediately, please be patient.** All visitors, including school volunteers, are required to **sign in** at the school office and wear **visitor identification**.
- Staff and volunteers must complete a **criminal record check** before having contact with students.
- We ask parents to contact us when their child will be absent from school as part of our **Safe Arrival** program. When we don't hear from a parent/guardian, and a student is absent, we will call home to find out the reason for the absence.
- At least two staff members in every school are trained in **first aid and CPR**. All Simcoe County District School Board schools **have Automated External Defibrillators (AEDs)**.

When parents are at school during a drill or emergency event, they must follow direction from school staff, police, fire and/or emergency personnel. Parents may not have immediate access to their children during drills or emergencies. They may need to wait until the situation is resolved and school staff and/or emergency personnel release students into parent care. It's important for you to know we'll always take whatever precautions are necessary to keep our school and students safe.

PEANUT/NUT ALLERGIES/EGG ALLERGIES

We do have several students with this life threatening allergy and it is of the utmost importance that no products with peanuts/nuts come to school. Food containing nuts will be sent home. We make every effort to try to ensure

we are as “peanut free” as possible. Please work with us to keep our students safe!

BREAK TIMES

Our first bell will ring at **9:00 AM**. Students are expected to be on the yard prior to the first bell in order for them to start their day on time. Remember, our front doors will be locked at 9:00 am in accordance with the Board Safe Schools policy. Our school end time will be 3:20 PM. Our first break will start at 10:40 AM - 11:20 AM and second break (the designated lunch) will start at 1:00 PM – 1:40 PM.

SAFE ARRIVAL PROGRAM

Please ensure a call is made to the Safe Arrival Line before 9:00 a.m. (705-445-1827 – press 1) when your child will be absent or late for any reason (spell your child’s last name). Our Safe Arrival answering machine operates 24 hrs a day. Try to schedule appointments during one of our two breaks or after school. Parents are asked to plan vacations during our scheduled vacation times (see calendar in agendas). Parents should discuss pre-planned absences with the regular classroom teacher and the Principal prior to making the decision. A written note is required in the office if a student is absent for 3 days or more. If you are picking your child up for appointments during the day please sign them out at the school office by entering through the front door.

ALL VISITORS & VOLUNTEERS MUST SIGN IN AT THE OFFICE

As a part of our safe schools policy, the board requires all visitors/volunteers to sign-in at the school office and wear visitor/volunteer identification. Please announce yourself to the office by “buzzing” in with our safe welcome box located on the front left door.

ACTIVE AND SAFE ROUTES TO SCHOOL

Walking or cycling to school is a great way to help your child get the 60 minutes of recommended daily physical activity. It also teaches them to be aware of their own safety, builds responsibility and independence, and helps them to feel more connected to the community. And it’s good for their physical and mental health! More walkers also means less car traffic around our school, which will help keep students safe and improve outdoor air quality too. Committing to even one day a week of walking or cycling to

school can make a big difference!

To find out more about the recommendations for physical activity and how to make Active and Safe Routes to School happen in your school community, visit www.saferoutestoschool.ca.

REMINDER FROM THE HEALTH UNIT: SCHOOL GROUNDS ARE SMOKE FREE 24/7

Protect yourself and your children from the health hazards of secondhand smoke. Remember, it is against the law to smoke ANYWHERE on school property at ANY TIME. This includes smoking in your vehicle while picking up or dropping off students. It is also against the law to smoke or hold lit tobacco in a vehicle carrying anyone under age 16. The fine for ignoring the law is \$250. For more information contact the Simcoe Muskoka District Health Unit 705-721-7520 or 1-877-721-7520 or visit www.simcoemuskokahealth.org.

STUDENT ACCIDENT INSURANCE 2016-2017

Student injuries at school, during school events, and extra-curricular activities (athletics, clubs, and out-of-province/ out-of-country field trips) are not covered by the board or its insurance company. While every precaution is taken to provide a safe learning environment, accidents can and do happen. **It is essential that all student participating in extra-curricular activities have adequate insurance coverage for all instances of injury.** The Simcoe County District School Board has selected “insure my kids” program through Old Republic Canada as an option for students/parents/guardians to consider with regards to purchasing student accident insurance coverage for the upcoming school year. The coverage is for 24 hours a day. This insurance offers a variety of plans and benefits at reasonable annual prices. Coverage can be purchased online at www.insuremykids.com.

Accompanying this newsletter is your student accident insurance package along with a letter about requirements for extra-curricular activities and out-of-province or out-of-country field trips.

AGENDAS

All students in grades 1-8 received a SCDSB agenda today. This is a wonderful tool and form of communication between home and school if used regularly. Students do not have to pay for the agenda. Please check your child’s agenda NIGHTLY for notes, messages and homework. This will help parents keep informed and connected with what is happening at school. Our Primary and Junior students

are encouraged, with much teacher direction, to make use of the agenda consistently. Time is set aside to ensure homework and events are written in this valuable tool. By the Intermediate years the expectation is that these students are becoming more independent at using the agenda and are taking the initiative to write in them.

LOST AND FOUND

PLEASE label your child's clothing. We accumulate a large amount of lost clothing and items monthly. When labeled, we are able to return many of these items. Lost and found items are cleared out at the end of each month but are put on display prior to being packed up, cleaned and donated.

HOT LUNCHESES, MILK AND POPCORN SALES

Pizza Days will begin on Wednesday, September 28th and Subs will start on October 3rd. **Subs and Pizza Order forms are included with this newsletter for ordering.** Please return all orders promptly with payment by Friday, September 16th. This is an excellent opportunity to use SchoolCash Online, where you can order and pay 24/7 using your credit card. If paying online with SchoolCash remember to return the completed order form to the school to ensure your child receives their pizza and subs. Remember to complete every slip for the Subs as this is your actual order for to Subway. Only items on the slips are provided. Write legibly.

Popcorn sales will begin on September 27th at \$1.00 bag. Flavours will be on the announcements.

Milk will be available for purchase during 2nd break for \$1.00. Starting September 28th your child will be able to purchase milk or you can buy a sheet of milk coupons for \$18.00 for 20. School cash is available year round. If you purchase online please let the classroom teacher know via agenda/note you require a sheet of coupons sent home.

The FAMILY READING MAGAZINE FUNDRAISER IS RETURNING SOON!

We will again hold our QSP magazine subscription fundraiser to raise money to benefit our students while also encouraging more at home reading. The success of the program depends on your participation. The fundraiser will take place in October (QSP Assembly will be September 20th). Please save your magazine subscription renewals for our sale. It is only when you renew directly through our program that our school receives any profit from your order. Consider giving magazine subscriptions as gifts this

year! Let friends and family know about our upcoming fundraiser! New this year we will also be offering "Bloom" through QSP where you can order from a huge selection of Fall bulbs for planting.

OUR FIRST SCHOOL COUNCIL MEETING

Please join us at our first council meeting on September 12th at 6:30 p.m. in the school library to become a member of our School Council. We will be holding elections this night so if you would like a more involved role on Council, you can come and apply for a position and/or vote for candidates. Positions that are available are:

- Chair
- Co-Chair
- Secretary
- Treasurer
- Pro Grant Co-Ordinator
- Fundraising Co-Ordinator
- PIC Grant Co-Ordinator
- Nutrition Committee Co-Ordinator

A detailed explanation of the duties for each position is available at the office or at the meeting. We look forward to seeing you there.

SCOOP THE POOP!

We respectfully ask all pet owners who visit the school grounds clean up after your pet. We have had a number of children who have encountered your pets "voids" while playing in the school yard. We also ask that you keep your pet leashed while the students are present. Thank you!

BUS PROCEDURES

Only designated bus students are permitted to ride the bus. Students are not permitted to ride the bus or change buses for social engagement needs (i.e. going to a friend's house to play). Unless a written note has been received by the school office, your child will be put on their designated bus at the end of the school day. Written notes can be recorded in the student's agenda. Keeping a routine dismissal ensures a positive learning environment. Please refrain from calling the school office with bus changes unless an emergency arises.

SCHOOL BUS TAG PROGRAM HELPS STUDENTS GET TO AND FROM SCHOOL SAFELY

The Simcoe County Student Transportation Consortium (SCSTC) launched the Bus Tag program in September 2014. The Bus Tag program supports safety for JK/SK and other school identified students by providing a process to match students to their assigned afternoon school bus and to also identify they must be met by a parent or guardian at their afternoon bus stop.

The program provides a colour coded Bus Tag with the assigned p.m. route number to be attached to the student's backpack and a colour coded route card with route number in the windows of the school bus that the Bus Tag is matched to.

The SCSTC and Bus Operators have established policies and procedures that are used on all school vehicles to ensure students in JK/SK and other school-identified students are met at their afternoon bus stop. The Bus Tag program has been established to assist schools and school bus drivers to load students on the correct afternoon bus and identify they are to be met at their bus stop by a parent or guardian. For more information, visit main.simcoecountyschoolbus.ca and click on the 'Safety' tab.

GIVING BACK TO THE SCHOOL COMMUNITY - VOLUNTEER IN OUR SCHOOL

Volunteers are an important part of what makes our school a great place to learn and grow. We value and appreciate the support of our volunteers. There are many opportunities available, including school council, breakfast clubs, reading help, assisting in the classroom or library and much more. Everyone who volunteers in a school must have a criminal record check, which includes a Vulnerable Sector Screening. Please call or visit the school office for more information about opportunities available or if you'd like to volunteer! If you are returning as a volunteer from last year please visit the office to sign an Annual Offence Declaration for Volunteers.

STUDENT MEDICAL FORMS

Where there is no change in the medical condition, a parent/guardian/adult student may request to extend an existing MRP for an additional school year, to a **maximum of two school years**. In order to extend the exiting MRP it must be signed, dated and witnessed by school administration. After the two years an updated student Medical form

with Physician instructions and signature is required.

Please see Mrs. Metheral for this form or if you have any questions about medication being administered at the school.

FAMILY INFORMATION PACKAGES

Each family will receive one September newsletter which will be sent home with the youngest and only student. On the front of the information package you will find a checklist of what it contains and the requirements/dates for returning forms to the school. Your child is the courier for the family and should always hand in forms to the classroom teacher. If the routine is in place at the beginning of the school year it makes for a positive relay system from home to school. We thank you for your prompt completion of the forms in the package. If you do not receive a form that you need, please have your child ask at the office.

PAY FOR FIELD TRIPS, LUNCH DAYS, ETC. WITH SCHOOL-CASH ONLINE

We hope all our families have registered for SchoolCash Online program, which offers parents the option of paying online for field trips, lunch days and other items. The program is intended to reduce paper, eliminate the need for students to travel with money and for money to be counted and stored at schools. Payment by credit card has now also been added. Parents who sign up will receive a notification when a new item becomes available for purchase. Items are personalized to each student. Parents will use a secure online account to process payments, and can either make a one-time payment for each item as it occurs, or load money to carry a balance in the online account to make payments in the future. To create an online account, go to <https://simcoecounty.schoolcashionline.com>. Please contact the school office with any questions. Forms will be included with this package for your child's individual account.



Caring is this month's character trait. We show kindness towards each other.

not.scdsb.on.ca for all your up to date info on events/happenings

September 2016



Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6 <i>FIRST DAY OF SCHOOL SK-8</i>	7	8 <i>FIRST DAY OF SCHOOL -JK</i>	9	10
11	12 <i>School Council Mtg-6:30 pm in the library (elections)</i>	13	14	15	16 <i>Complete all forms and return to the school via teacher/envelope provided</i>	17
18	19	20 <i>QSP Assembly</i>	21 <i>Fire Drill #1</i>	22 <i>Welcome Back Celebration- 5:00 pm</i>	23	24
25	26 <i>Hansel & Gretel Presentation (Self Regulation)</i>	27 <i>Popcorn \$1.00 SCDSB Classroom Organization</i>	28 <i>First Pizza Day Milk Sales begin</i>	29 <i>Terry Fox Run</i>	30 <i>Western Day/ Caring Day</i>	