



HIGHLANDS ELEMENTARY SCHOOL

Wednesday, September 14, 2011



Dear Parents,

We would like to extend a warm “welcome back” to all students and parents with a special greeting to new students and to our beginning kindergarten children. In addition we would like to welcome new staff members: Margaret Benson (Grade 3 Teacher); Barbara Marrie-Black (Grade 1 Teacher); Blair Martin (Vice-Principal, Grade 6 Teacher); Carol McOuat (ESL, Grade 6 Teacher); Linda Jansons (Grade 7 Teacher); and Reagan Patterson (Kindergarten Teacher); Roxanne Spratt (Temporary Kindergarten Supervision Aide).

We reviewed arrival procedures with students both in classrooms and at our Welcome Back Assembly on Friday. Students may enter the school as early as 8:40am for a 8:50am start. Of course, students who have made a specific arrangement with a teacher for a meeting or home work support, or students who have a music or athletic practice or Safety Patrol may arrive earlier.

Students on the second floor may enter by any one of the three entrances (south stairs, north stairs or front door). Students on the main floor should enter by their outside classroom doors.

With the expiration in June of the collective agreement between the BC Teachers’ Federation and BC Public School Employers’ Association, we are now in Phase 1 Job Action. As a result, Curriculum Night will not take place. The NVTAs has stated that “teachers will continue to communicate and meet with parents in the usual manner on an individual, informal basis.” At Highlands, teachers will continue communicating with parents in a variety of ways, such as individual conversations, newsletters or via e-mail. Teachers encourage parents to contact them to discuss any concerns or to impart information about their child. We want to reassure parents that all staff is putting the needs of students first and foremost and that our collective goal is to ensure that all students have a successful learning experience at Highlands this year.

In closing we encourage you to contact or visit the school if you have any concerns, questions or accolades! Positive communication between home and school is an essential component of our philosophy, and an open dialogue will enhance your child’s success at school. Through our newsletters and bulletins, we will endeavour to keep you well-informed of our programs and activities within the school. We look forward to a rewarding school year at Highlands and hope to see you all at the up-coming Welcome Back Barbeque.

Sincerely,

Mrs. Arlie Thompson
Principal

Mr. Blair Martin
Vice Principal



The Highlands Staff



| | | | |
|----------------------------|-------------------------------|-------------------------|---------------------------------|
| Principal | Mrs. A. Thompson | Music Teacher | Mrs. Ferguson |
| Vice-Principal | Mr. B. Martin | Library | Mr. Ewan |
| Div. 1 Grade 7 | Mrs. Fox/Mrs. Jansons | Learning Assist. | Ms. Tevendale/Mrs. Oswald-Allen |
| Div. 2 Grade 6/7 | Miss Wright | ESL | Mr. Ewan/Ms. McOuat |
| Div. 3 Grade 6/7 | Miss Ham | Band Teacher | Mr. Bradshaw |
| Div. 4 Grade 6 | Mr. Martin/Ms. McOuat | Strings Teacher | Mr. Kabok |
| Div. 5 Grade 5/6 | Mrs. Baker | School Nurse | Ms. Lefebvre |
| Div. 6 Grade 5 | Mrs. Fary | Admin. Assistant | Mrs. Hogg |
| Div. 7 Grade 4 | Mrs. Dimmock | Office Assistant | Mrs. Eburne |
| Div. 8 Grade 4 | Ms. Sherlock | Supervision Aide | Mrs. Boyle |
| Div. 9 Grade 3 | Mrs. Mitchell/Mrs. Benson | Supervision Aide | Mr. Marshall |
| Div.10 Grade 3 | Mrs. Anzovino/Ms. McGee | | |
| Div.11 Grade 2 | Mrs. Reeves/Mrs. Svenhard | | |
| Div.12 Grade 2 | Ms. Windibank/Ms. McGee | | |
| Div.13 Grade 1/2 | Mrs. Rustemeyer/Ms. McGee | | |
| Div.14 Grade 1/2 | Mrs. Sawchuk | | |
| Div.15 Grade 1 | Mrs. Knight/Mrs. Marrie-Black | | |
| Div.16 Kindergarten | Mrs. Chan | | |
| Div.17 Kindergarten | Mrs. McFarlane/Mrs. Patterson | | |

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|------------------------------|-------------|------------------------------------|--------------------|
| District Counsellor | Mrs. Jensen | District Learning Support | Mrs. Oswald- Allen |
| District Hearing | Ms. Gutmann | District Speech Pathologist | Ms. Koroluk |
| District Psychologist | Ms. Waddle | | |

Special Education Aides Mr. Chasse, Mrs. Nordholm, Mrs. Peterson, Mrs. Rowlands
Learning Support Worker Mrs. Thompson
Custodians Mr. Borinaga, Ms. Neale and Mrs. Nordby

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| <u>Highlands School Calendar 2011-2012</u> | |
| School Opens | Sept. 6 |
| Kindergarten Meet & Greet | Sept. 13 |
| BBQ Cakewalk | Sept. 20 |
| Highlands Professional Day | Sept. 26 |
| Terry Fox Run | Sept. 28 |
| HPAC Meeting | Sept. 28 |
| Family Photos | Sept. 30, Oct. 2, 3 |
| District Training - <u>Early Dismissal</u> | 1:45pm Oct. 4 |
| School Photo Day | Oct. 6 |
| Thanksgiving | Oct. 10 |
| Provincial Professional Day | Oct. 21 |
| HPAC Meeting | Oct. 26 |
| Remembrance Day | Nov. 11 |
| Winter Vacation | Dec. 17 |
| School Reopens | Jan. 3 |

Volunteer Screening

Good news! The School District has decided that the paperwork for volunteers needs to be completed every three years, rather than every year. We will keep the paper work on file for all volunteers screened last year. In September 2012, we will be asking all parents to redo their volunteer forms.

Terry Fox Run needs Volunteers

Highlands will be holding the annual Terry Fox Run on Wednesday, September 28th. If you are able to help out along the course please contact Mr. Martin.

Student Planners



The Student Planners have a section which outlines the Highlands Code of Conduct. We are asking parents and children to read the Code of Conduct and sign it indicating that they have read it and agree to follow the expectations outlined within.

Calling All Coaches



The basketball season is fast approaching. We welcome parent community coaches to coach boys and girls teams at the Grade 7 level. The responsibilities would include coaching regularly-scheduled practices and supervising the team at home and away games between Highlands and various local schools. If you are interested please contact the school A.S.A.P.

INDEPENDENCE

One of the goals in our School Plan for 2011/2012 is “To improve the level of responsibility and independence demonstrated by students in Grades K – 7”. Early in the school year it is important to establish certain routines, procedures and work habits to enable students to be successful. The school welcomes the support of parents in building children’s independence, responsibility and confidence as they begin the new school year. Younger children should be encouraged to enter and exit the building on their own, carry their own backpacks and hang up their belongings in the classroom independently. As children progress through the grades, they are expected to assume increasing levels of responsibility: record assignments in their planners, complete homework, meet deadlines, arrive on time prepared for the school day, and, of course, be role models of our Code of Conduct! We hope that parents will help us achieve this goal, by monitoring their child’s planner and homework, encouraging independence and ensuring that their child arrives at school on time.

Labelling



Every year a large donation of unclaimed “lost and found” articles is made to a charity organization. Please label books, **clothing**, P.E. Bags and materials.

Hep B Clinic



The Hep B Clinic for grade 6’s will be Monday, October 17 in the morning.

VISITOR SIGN IN

Please remember to sign in at the office and get a visitor’s badge whenever visiting the school whether you intend to go into a classroom or touch base with your child on the playground. This assists our playground supervisors in identifying adults who are not known to them and assists in providing a safe play environment at recess and lunch.

Cakewalk & Barbeque Night

Be sure to set September 20 aside for our family Cakewalk and Barbeque. The organizers are hoping for **many** cakes! Please drop these off at the Community kitchen across from the office at 9:00 am.

Electronics and Valuables at School

Use of Personal Electronics at School

Parents are reminded that students should refrain from bringing personal electronics such as ipods, MP3 players and PDA's to school. Furthermore, students are reminded to leave valuable personal items such as jewellery, money, and toys at home. We cannot accept responsibility for loss or damage of such items, and their use at school creates difficulties.

Highlands Band & String Practices



Monday

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|-------------|------------------------------|
| 11:25-12:25 | Continuing Band (Sectionals) |
| 12:25-1:25 | Beginning Band (Sectionals) |
| 1:30-2:10 | Continuing Strings |
| 2:10-2:50 | Beginning Strings |

Wednesday

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|-----------|--------------------|
| 7:55-8:35 | Continuing Band |
| 8:40-9:20 | Beginning Band |
| 8:00-8:40 | Continuing Strings |
| 8:40-9:20 | Beginning Strings |

Registrations for Strings & Band is still possible. We look forward to a wonderful year of music making in orchestra & band this school year! New students are very welcome! Please pick up a registration form in the rack outside the school office. You may contact Mr. Kabok for strings at skabok@nvsd44.bc.ca or Mr. Bradshaw for band at dbradshaw@nvsd44.bc.ca. Withdrawals must be submitted by September 30th in order to receive a refund minus the deposit.

Student Telephone Use



Students may use the school phone with their teacher's permission for any important reason. They may not, however, use the phone to inform parents or friends of after-school plans. Students are asked to make their social arrangements the night before.

If a student is ill, they need to come to the office. The office staff will then contact the parents.

Student Cell Phones

At Highlands, students may carry a cell phone with their belongings, **only with the express written permission of their parents**. Please note that **students may not make or receive calls during school hours**. Nor may they use phones for playing games or text messaging. **All cell phones must be turned off between 9 am and 3 pm**. In keeping with the Protection of Privacy Act, **no photos** are to be taken at school using cell phones. Inappropriate use of cell phones during school hours will result in confiscation. **Students who wish to bring a cell phone to school need to complete the Highlands Cell Phone Contract which is available in the rack outside the office**. Students may make or receive calls before or after school **off the school premises**. Parents wishing to contact their children on an emergency basis may call the school office at 604-903-3540.

Accidents Do Happen!

Did you know that the School District does not insure expenses for student injuries that happen on school grounds or during school activities?

As a parent or guardian, you are responsible for these expenses. However, the School District provides the opportunity for families to voluntarily purchase private accident insurance through the IAP Kids Plus™ Accident Insurance program underwritten by Industrial-Alliance Pacific Life Insurance (Industrial Alliance Pacific). **Forms are available in the rack outside the office.**



Highlands School Code



Highlands School Code:
We are responsible for our actions.
We are respectful of others, this place and ourselves.

We expect Highlands students to

- Conduct themselves in a manner that positively reflects our school code both when at school and when representing our school in the community (e.g. field trips, sport teams, choir, etc.)
- Use words to solve problems (not hands, feet or body)
- Demonstrate respect and cooperation towards adults and peers
- Arrive at school on time, prepared to start the school day at 8:45am
- Stay in designed school areas at recess or lunch unless they have express permission to leave the grounds (a note from parents is required for any student to go to the village; students must ask permission to retrieve balls off school grounds)
- Use quiet voices inside the school
- Be polite and considerate of others
- Be responsible for their own possessions
- Help keep their work spaces, classroom environment, and school common areas (e.g. library, gym, music room, computer room, playgrounds) clean and organized
- Move quietly through the halls and down the stairs, keeping to the right
- Return to the class after breaks prepared to focus and work
- Avoid using anything that could cause personal injury to others (i.e. sticks, stones, any sharp object, etc.)

We are responsible for our actions

Students are expected to:

- Be truthful and honest
- Accept consequences for what they do
- Be in control of their bodies and their language
- Follow school expectations and classroom rules
- Play by established rules of the game
- Take action when they know situations are unjust (speak up, report to an adult)

We are respectful of others

Students are expected to:

- Be empathetic; consider how their actions affect the feelings and safety of others
- Play in a safe manner
- Avoid personal “put downs” and inappropriate language
- Play and work cooperatively with others
- Be inclusive of others
- Accept differences in others
- Use others’ personal property only with permission and with care
- Encourage others and welcome their ideas
- Show appreciation of others’ efforts
- Accept success with grace
- Show good sportsmanship

We are respectful of this place

Students are expected to:

- Care for school property
- Use equipment appropriately
- Clean up garbage and recycle
- Keep washroom areas tidy
- Put materials and equipment away
- Avoid taking food into the library, computer lab or gymnasium

We are respectful of ourselves

Students are expected to:

- Participate in all activities with openness and a positive attitude
- Produce work they can be proud of
- Work to the best of their abilities
- Try to solve problems independently
- Be positively assertive and take initiative
- Ask for help when they need it
- Learn from their successes and from their mistakes
- Keep themselves safe and dry

RESPONSIBILITY

WHAT IS RESPONSIBILITY?

Being responsible means that others can depend on you. You are willing to be accountable for your actions. When things go wrong and you make a mistake, you make amends instead of excuses. When you are responsible, you keep your agreements. You give your best to any job. Responsibility is the ability to respond ably. It is a sign of growing up.

WHY PRACTICE IT?

When you take responsibility for your own actions, others can trust you. When people are not responsible, they break their promises, fail to do what they said they would do and let people down. People who make excuses instead of amends keep making the same mistakes. When you are responsible, you get things done with excellence.

HOW DO YOU PRACTICE IT?

When you agree to do something, like homework, watching a younger child, or a job around the house, you take it as your responsibility. You don't agree to do things which are too hard, or that you don't really have time for. When you make a mistake, you don't get defensive. You learn from it and you fix it. You are ready and willing to clear up misunderstandings.

"A man can fail many times, but he isn't a failure until he begins to blame somebody else." (Anonymous)

