



**St. Michael's School  
Newsletter  
September 2019**

*Our mission is to provide, in partnership with family, church and community, a child-centered Catholic education, which provides excellence and enables children to develop as active, caring and responsible citizens who give witness to Christ.*

Principal: Kelly Forbes  
Vice-Principal: Meghan Bourgeois  
Secretary: Debbie Kenny

820 Fifth Street East,  
Fort Frances, ON P9A 1V4  
Phone: 807-274-9232 Fax: 807-274-4332

## **PRINCIPAL'S MESSAGE**

Welcome to St. Michael's School! Bienvenue! Boozhoo!

It is our pleasure to welcome all of our new and returning students, as well as, staff, friends and family. We are looking forward to working with the school community to help every student reach their potential. Our school is fortunate to have a caring, talented staff who are committed to creating a positive environment for all of our students. We greatly value parents and caregivers as partners in education and it is a priority for us to ensure effective regular communication between the school and home.

This year, we will be continuing our focus on catholicity, literacy, mathematics, as well as helping our students to develop as young people. If you have any questions, or wish to learn more, your child's teacher is happy to share ways in which you can help support your child in these areas at home. We look forward to working with you to make 2019-2020 a great year.

Sincerely,  
Kelly Forbes - Principal  
Meghan Bourgeois - Vice-Principal



### Principal

Kelly Forbes

### Vice-Principal

Meghan Bourgeois

### School Secretary

Debbie Kenny

### Custodians

Bill Douglas, Barb Jewell  
Darren Larson, Bruce Whalen

### Classroom Teachers

JK/SKEA	Cheri Tolton-Whatley
JK/SKEB	Erika Moffitt
JK/SKFIA	Debbie Jean
JK/SKFIB	Sarah Olson
1/2FA	Eva Vizi
1FA	John Cousineau
1EA	Carla Harris
2FA	Jamie Gushulak
1/2EA	Heather Beck
3FA	Derek Jones/Sheila Quesnel
2/3EA	Rae Ann Wood
3EA	Jeremiah McCart

### Prep Time Teachers

Michael Brady, Mike McInerney, Ken Brown, Morgan Krueger

### Native Language Teacher

Ashley Morrison

### Special Education Resource Teacher

Sue Vandenbrand

### Site Administrator

Morgan Krueger

### Library Assistant

Jenny Sieders

### Speech/Language Assistant

Yvonne Langlais

### Educational Assistants

Chelsey Hamilton,  
Darlene Desjardins,  
Lori Kellar, Taunia Klem,  
Kathy Perrault, Lindy Friend  
Jessica Mainville, Lori Crowe

### Early Childhood Educators

Katie Ableman, Alysia Jones, Holly Kaemingh

## OPEN HOUSE

The purpose of our Open House is to provide an opportunity for students and parents to meet staff and tour our school.



Our Open House will take place on September 17th from 6:00-7:00 pm. More details will follow in the coming weeks.

## NEW BELL SCHEDULE



8:40 — Entry Bell  
8:40-10:20 — 1st Instructional Block  
10:20-10:40 — Outdoor Recess  
10:40-11:00 — 1st Nutrition Break  
11:00-12:40 — 2nd Instructional Block  
12:40-1:00 — Outdoor Recess  
1:00-1:20 — 2nd Nutrition Break  
1:20-3:00 — 3rd Instructional Block  
3:00 — Dismissal

## SAFE ARRIVALS PROGRAM

The Safe Arrivals Legislation of Ontario requires that schools investigate every time students are absent from school. When the school is not notified that a student will be absent or late, the school secretary must telephone the parents/guardians to determine the reason for the absence. This can become a very time consuming task.

If your child will be late **OR** absent, for whatever reason, **please call the school at 274-9232 ext 1.** The school has voice mail, so it is possible to call and leave your message outside of regular office hours. Thanks to voice mail, you will never get a busy signal, and will always be able to contact the school.

Let's work together to keep our children safe.





## **IMPORTANT Safe Welcome Information**

The safety of all of our students is of the highest priority to each of us at St. Michael's School and all staff work diligently to ensure that our Safe Welcome is followed by all parents and visitors.

**In order to ensure that all students are fully supervised by our staff, we request that in the mornings, all students are to be dropped off (no earlier than 8:10 a.m.) and remain in the school yard until the bell rings.** Any parents who wish to remain with their child(ren) in the playground are welcome to do so, but once the 8:40 AM entrance bell rings, all students shall enter the east doors and all parents will need to enter through our Safe Welcome at the front doors of the school and sign into the office. **Please do not enter the school with your child(ren) before the bell rings.**

Parents are also reminded that instructional time at St. Michael's School ends at 3:00 PM and that dismissal takes place after that time. Students will need to be bussed, picked up, walk home or go to the after school daycare at that time. There is no scheduled supervision for students once the busses depart. Please do not leave with your child until after they are dismissed.

### **SIGN IN AND SIGN OUT**

We need to keep our children safe. One way to do this is to be aware of when they will be away from school.

### **EVERYONE ENTERING AND LEAVING THE SCHOOL MUST SIGN IN AND OUT.**

Is your child late? — SIGN IN AT THE OFFICE

Is your child leaving early? — SIGN OUT AT THE OFFICE

Another way to keep our children safe is to be aware of all visitors in the school, including parents, caregivers, service providers, delivery persons, etc.

Are you visiting the school? — SIGN IN AND OUT AT THE OFFICE



## PROFESSIONAL DEVELOPMENT DAYS

For the 2019-2020 school year:

September 3, 2019	January 31, 2020
September 30, 2019	April 24, 2020
October 21, 2019	June 12, 2020
November 22, 2019	

## USE OF COMPUTERS AT SCHOOL

A form is included in this newsletter called "**Student User Account Agreement**". Please complete and return this form to the school. **THIS IS A YEARLY REQUIREMENT.** It is very important that you complete and return your child's form as only students who return this completed form will be permitted to use the computers at school.

**Please return your form by Friday,  
September 13, 2019.**

## VERIFICATION OF STUDENT INFORMATION

A form entitled "**Student Registration Verification**" **has been sent home with your child.** In order to keep our files current and accurate, we are requesting that you carefully review the information and note any changes directly on the form. If there are no changes, please write "no changes" at the top of the form.

Please sign and date the form at the bottom of page two.

**Please return your form by Friday,  
September 13, 2019.**

Thank you for your assistance.

## BUSING

We are a primary school with  most students being bused after school. Busing for so many little people is a great organizational challenge.

Children are easily confused when routines are not consistent. To assist us in making sure your children arrive at home safely at the end of the day, we would greatly appreciate your cooperation in the following areas:

- ◆ Any and all changes to busing routines **MUST BE MADE WITH A MINIMUM OF 5 DAYS NOTICE, IN WRITING** to the school.

### Temporary Changes

One alternative caregiver address may be substituted within home school zone only if:

- ◆ It is a regular pattern for the school year
- ◆ It is for five consecutive days or
- ◆ It is an emergency (5 days notice not required)

AND IF

- ◆ It results in no new or additional stop or route extension.

Verbal changes **WILL NOT BE ACCEPTED.** However, we do understand that on **rare occasions** emergencies do arise. In case of emergency, please allow as much lead time as possible. It is sometimes tricky to notify the teacher before the buses leave.

**We also ask parents not to pull their vehicles into the school yard at the end of the day. It is very dangerous with all the children getting ready for buses. Pylons clearly mark these areas at home time.**

## NO-PARKING ZONES

Please remember that there is no parking in the Bus Loading Zones along Frenette Avenue and Fifth Street East. Also, there is no parking in the fire lane.



## NUT FREE ZONE

We would like to remind you that St. Michael's School strives to be a NUT FREE ZONE because we have several students with severe nut allergies.



It is not just a matter of having these students in the classroom, but touching the water fountain, flushing the toilet or merely touching a wall in the hall might be enough to cause a reaction in another student.

We ask you to respect this decision knowing that a child's life may be at stake.

Please DO NOT SEND ANY NUTS OR FOODS CONTAINING NUTS OR PEANUTS to school with your children.

## TWO SHOE POLICY

Just a reminder that St. Michael's School has a "two shoe policy". Students are required to have a pair of clean indoor shoes with some other footwear for outdoors. This policy supports student safety as well as a neat and clean school. Please help us to keep your children safe and our school presentable by making sure that your children have indoor shoes with non-scuff soles.



## MESSAGE FROM THE NWHU

The Northwestern Health Unit would like to ensure all parents across the region are informed of the changes to the Ontario Immunization of School Pupils Act.

### Is your child protected?

Ontario's Immunization of School Pupils Act (ISPA) requires that parents of children attending primary or secondary school provide their local health unit with proof of their child's immunization record against designated diseases. As of July 1, 2014 Meningitis (Meningococcal), Whooping Cough (Pertussis), and Chicken Pox (Varicella) have been added to the list of designated diseases and are now required immunizations for school attendance.

Children and adolescents who have received all recommended vaccines as per the Ontario schedule will not require any further immunizations. Changes were made to improve the health and safety of school children as these diseases can easily spread in schools. For more information phone your local Northwestern Health Unit office at 274-9827.

## SCHOOL PHOTOS

Lifetouch will be here to take student photos on  
**Friday, September 27, 2019.**

## RETAKES

**Tuesday, October 22, 2019**



## STUDENT MEDICAL RECORDS

In order to update our student medical records, please find attached Board Form H-02-05.

If your child *does not* require any special medical attention, please *discard the form*.

Please read this form carefully and be sure to indicate any medical conditions your child may have, that would require medical attention as well as the procedures to follow if your child requires medical attention.

If your child has any allergies or other medical conditions which require attention, please complete form H-02-05 and return it to the school no later than **Monday, September 10, 2018**.

Once this form is returned to the school completed, the school will then create an emergency plan for your child and this will be sent home for your approval.

If any of this information changes during the year, the school must be notified immediately, so that we can make changes to the emergency plan.

## MEDICATION

### PLEASE READ THIS CAREFULLY.

The school cannot administer **ANY** medication to a student without a signed release from parents/guardians **AND** a doctor's signature. Appropriate forms are available at the school office. **A new form must be completed each school year.** Please check to see if it is absolutely necessary to have the medication administered during school hours. In many cases there are alternatives to having school staff do the administering. Any costs related to having a medical official sign these requests will be borne by the parent/guardian. If your child needs to be given any medication at school, prescribed or otherwise, please contact the school. **DO NOT SEND MEDICATION WITH YOUR CHILD TO SCHOOL.** Medication must be in its original container from the pharmacy. A copy of this policy is available at the school.



## JK/SK REGISTRATION

It's never too late to register at St. Michael's School for Junior or Senior Kindergarten. We encourage all interested families to consider the benefits of Catholic education. We offer a welcoming, safe and secure learning environment for our children. We kindly encourage you to speak to your family and friends and share with them the strength of a Catholic school education. Please feel free to stop in during office hours - 8:00 a.m. until 4:00 p.m.

## LOST AND FOUND

Every year our children lose many of their belongings. It would greatly help us if parents would identify children's belongings.

Please print names in permanent ink on shoes, lunch boxes, back packs, outdoor clothing, etc. Any object found that does not have any identification will be placed in the Lost and Found Box. Whenever you're in the school, please check the Lost and Found box located outside the gymnasium.



## HEAD LICE

We continue to struggle with the problem of head lice each year. Please check your children regularly, especially if they are scratching, as head lice can move in on anyone's head.

# Please post this page and the calendar on your fridge or bulletin board.

## STUDENT INFORMATION FOR EMERGENCIES, ILLNESS, and/or EARLY DISMISSAL

In order to keep our files accurate, we are requesting that you ensure we have current contact information for all contacts listed for your children. This includes home phone numbers, work numbers, and cell numbers.

Thank you for your assistance.



## STUDENT DROP OFF AND PICK UP

Supervision begins at 8:10 each morning, so please do not drop your child off before this time. Our entry bell rings at 8:40. ***If you bring your child to school between 8:10 and 8:40, please drop them off in the playground.*** Students are to enter the school from the east door. If your child is late (after 8:40), please drop them off at the front door.

At St. Michael's School, we dismiss at 3:00 pm. Please refrain from picking up your child early. We want our children to benefit from a full day of instruction. If you need to pick up your child earlier, please ensure that a note is provided to the teacher ahead of time.



## ATTENDANCE VOICEMAIL

If your child is going to be absent or late, for any reason, please call and leave a message in the attendance voicemail - 274-9232 ext. 1. Please do not leave these messages in the voicemail of your child's teacher. The attendance mailbox is accessible 24 hours a day, 7 days a week. Thank you for your cooperation in this matter.





# September

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 LABOUR DAY	3 PD Day	4 BACK 2 SCHOOL	5	6
9 Forms due today: Computer Use, Student Registration Verification, and Board Form H-02-05	10	11	12 	13
16	17 Open House 6:00 pm to 7:00 pm	18	19	20 
23	24	25	26 Terry Fox Run	27 Picture Day
30 PD Day				

**Don't forget:**

**Call the school at 274-9232 ext. 1 before 8:30 AM if your child will be late or absent for any reason. Thank you.**

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