

WEDNESDAY FILE WEEKLY UPDATE



Wednesday, September 6th, 2017

Important Upcoming Dates

8th	Please return the YELLOW FORMS (optional BLUE forms)
20th	School Council Meeting 6:45 p.m. in our Learning Commons All welcome!
25th	P.A. Day- No School for students
28th	Meet the Staff Night Food Trucks 4:30-6:00p.m. Class visits 6:00-7:30 p.m.

For your Information....

WHAT IS THE WEDNESDAY FILE?

Each Wednesday, we send home an electronic update called the **Wednesday File**. This is a weekly update with important upcoming dates and information for Alexander Muir families. Please be sure that you have provided us with your most up to date email addresses to ensure that you are on our distribution list. If you prefer a hard copy, please come to the office and we will provide you with one.

START UP PACKAGE/SCHOOL HANDBOOK

Your child should have brought home our StartUp/School Handbook yesterday. Please be sure to check your child's backpack. Please review the materials and fill out the YELLOW forms (optional BLUE forms) and return to your child's teacher by **Friday, September 8th** or earlier if possible. We will use this information to update our records. We thank you for your time in completing this important task.

MEET THE STAFF NIGHT

We welcome all Muir families to join us on **Thursday, September 28th** for our annual Meet the Staff Night. We will have food trucks outside the school (on the tarmac) between 4:30-6:00 p.m. for families that wish to purchase dinner prior to the classroom visits.

Classroom visits will be between 6:00 p.m. and 7:30 p.m. Our staff are looking forward to meeting you! We hope that you can join us!

ALLERGIES/MEDICAL CONDITIONS (PEANUT/NUT SAFE REMINDERS)

There are students and staff members in our school who have life-threatening allergies to nuts and many other allergens. If they smell or come into contact with these allergens they may have an anaphylactic reaction.

To help create an allergen-safe environment, please do not bring any nuts or nut products to school. Please check the ingredient lists of all items sent to school as snacks and/or lunches. Products that may contain peanuts and/or nuts are not permitted at school. If you are unsure about a chosen product, please do not send it to school.

For more information on helping to create an allergen-safe environment, please see the section on Allergies in the Guide to the School Year.

If your child has a serious or life-threatening allergy or medical condition, let the school know immediately and speak to the school office about completing the appropriate medical forms. School staff and parents are responsible for creating safe and healthy environments for students. This is an additional challenge for schools attended by children with allergies; especially life-threatening allergies. While we take every step to create a risk-free environment, school staff and parents can take important steps to minimize potentially fatal allergic reactions as there are implications for the whole school, not just individual classrooms. ***It is especially important that parents communicate a life-threatening allergy to the school as soon as they are aware of it.***

To best care for your youngster in an emergency, we require that parents provide us with up to date information to be filed in the main office. If you have indicated on the School Start Up Forms that your child has a medical condition and/or is anaphylactic, a package of materials will be sent home with further detailed information, including all forms/documents that are required to be filled out for our records. Students requiring an epinephrine auto-injector (EpiPen), MUST have at least one, preferably two at the school at all times as per Board Policy & Procedure 661.0.

NEW TRIAGE AREA - Morning/Lunch Recesses



NEW!
TRIAGE CENTRE FOR STUDENTS

- **TRIAGE CENTRE OPEN EVERY RECESS**
- **Inside DOOR C**
- Please ask a staff member on duty before coming inside to get a drink, use the washroom or visit the **TRIAGE CENTRE**

Staff member on duty

- Band-aids
- Ice
- Kleenex
- Incident Reports
- Office Pass



Door C is opposite the portables!

CONTACTING YOUR CHILD DURING SCHOOL HOURS

We would ask that you not contact your child/ren via text messages or phone calls to cell phones. This is disruptive to your child, other students & learning. Students are not permitted to use cell phones for this purpose. Students cell phones at school are meant for educational uses only. If you need to contact your child, please call the office and we will pass on a message or ask them to come to the office during a break from learning. We thank you for your cooperation.

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SCHOOL & CLASS REORGANIZATION

Enrolment numbers are constantly fluctuating and increased enrolment may result in the need to reorganize some of our classes later in September. This means that some students may be moved into another classroom with another teacher. We will continue to monitor the situation closely. Compliance to the class size requirements of the Ministry of Education is a must. If a reorganization is required, it is our intention to cause the least amount of disruption for students and staff. We will keep you informed. If you have any questions, please contact us at the school. Requests for changes in class assignments cannot be accommodated at this time.

SAFE TRAVEL TO/FROM SCHOOL

Students who ride bicycles, scooters or skateboards to school must:

- * Wear a helmet—for bikes, it is the law!
- * Keep the bicycle locked on the bicycle rack
- * Walk the bicycle, scooter or skateboard on & off school property



Do you PICK UP your child?

We request that parents who pick up their child at the end of the day, please wait outside your child's designated entry/exit door. Waiting outside teacher classrooms distract children, make end of day routines difficult to complete and violates our Safe School's Policy. We thank you in advance for your cooperation.



DOGS AT SCHOOL

When coming to the school to pick up or drop off your child, please keep dogs (or other animals) away from door entries. Dogs must be on a leash at all times. We ask that you be respectful of students and community members who may be afraid of dogs. The Kindergarten Corral is off limits to all pets. Thank you for your cooperation.

Safe Ball Play (Recess/Lunch)

For **safety reasons** for all students and staff at Alexander Muir P.S.

Acceptable Balls at School



- Tennis Balls
- Basketballs (at basketball nets)
- Nerf Balls



PLEASE DO NOT BRING ANY OTHER BALLS TO SCHOOL

DO NOT BRING BATS or other PLAY equipment without seeking permission from Principal/Vice Principal first.

Growth Mindset



YET



WHICH STEP HAVE YOU REACHED TODAY?

- I WON'T DO IT
- I CAN'T DO IT
- I WANT TO DO IT
- HOW DO I DO IT?
- I'LL TRY TO DO IT
- I CAN DO IT
- I WILL DO IT
- Yes, I did it!



ALEXANDER MUIR
MAVERICKS
ALEXANDER MUIR PUBLIC SCHOOL
TOUCHSTONE

It Reminds Me: Be Believed...
in creating an environment that is safe and supportive for all
in building resilience and personal growth
in speaking up and standing together
in building positive relationships
in the strength of our diversity
in celebrating global issues
in recognizing our unique talents
in helping the world
what we see matters
we can reach anything
in getting involved
in community
in celebrating global issues
that together we can make a difference

Inspire The Possible!

SAFE ARRIVAL Program

Getting to school every day and on time is extremely important. Learning occurs daily, right from the start of class. Studies have shown that morning hours are most crucial as this is when students are most attentive. Arriving late to class not only distracts other students, but it also creates challenges for some students to understand assignments when they have missed the in-depth lesson. Please try to help your child(ren) arrive to school on time.



Reporting Student Absence or Lateness

Our school operates in accordance to York Region District School Board's **Safe Arrival Program**. This program enhances the safety of elementary students by working directly with parents, guardians and caregivers to communicate student lateness and absences in a timely manner on a daily basis.

Under the board policy , parents are responsible for:

- **Informing the school of any and all absences or lateness of their child in a timely manner;**
- **Informing the school prior to a planned lateness or absence of their child; and**
- **Providing the school with complete and current emergency information to enable the school to make any necessary follow-up contacts**

We take your child's safety very seriously. The office staff (Mrs. Komar & Mrs. Malcolm) reconcile on a daily basis; immediately upon arrival of students in the morning and directly after the lunch hour, student absences or lateness information obtained through the classroom attendance and the school's attendance reporting telephone line. Through this reconciliation, the office is able to identify any unexplained absences that will require prompt follow-up.

If we do not receive a telephone call/voice mail or note explaining your child's absence or lateness, the office staff make telephone calls until an explanation for the absence has been obtained. If an explanation for the absence can not be obtained even after exhausting all emergency contact numbers, we are required to contact the York Region Police.

Our safe arrival procedure is a critical component for ensuring the safety of your children. To help us account for students absences in a timely manner we would request that you contact us as soon as you are aware of an absence or late. Help us by informing the school prior to the start of the school day by leaving a message on the absence line at **any time** during the night or early morning. We thank you.

Please keep your emergency contact information up to date. Please send a note or call us if any of your important phone numbers, emergency contacts or address have changed.