

# Malaspina Elementary

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Dear Parents and Guardians of Malaspina Students:

It is hard to believe it is already the middle of October! We have been experiencing some chilly temperatures. Please ensure your child dresses for the weather and we recommend names or initials written in boots, jackets, etc... so lost items can be returned to their owner.

We hope everyone had a fantastic Thanksgiving weekend!

Thank you to all who donated to our loonie/toonie drive for the Terry Fox Foundation. Our goal was \$264 and Malaspina students raised \$332.30. Thank you for your generosity!

Spirit Days - Students are encouraged to wear their spirit day wear or blue on Wednesdays.

## Important Dates to Remember

Oct 20	Early Dismissal at 1:02/1:12pm
Oct 21	Early Dismissal at 1:02/1:12pm
Oct 22	PAC Hot lunch
Oct 22	Photo Day
Oct 23	NID - students do not attend
Oct 26	Planner fees due (Gr 1-7)
Oct 31	Halloween
Nov 11	Remembrance Day
Nov 20	NID - students do not attend

## SCHOOL INFORMATION

### Daily Student Health Check

The Daily Student Health Check can be found on our website and on the SD 57 website. Please complete the health check with your children daily before leaving for school.

Parents, please be sure to keep your children home if they are sick. The daily student health check is filled with valuable information for families.

### Early Dismissal Days

Students will be dismissed at 1:02/1:12 on October 20 and 21 for student-led conferences. Classroom teachers will be providing details to families.

### Photo Day

Oct 22<sup>nd</sup> is individual student photo day. Suggestions for best photo results - wearing solid colours and avoiding the colour green.

### **Late Arrival/Early Pick Up**

Our procedure for late arrivals and early pick up is different now that our school doors are locked. If your child arrives late to school, we ask that parents call the office upon arrival. To ensure your child enters the building safely, we ask parents to please wait with their child at the front door until the student is let in the school. If you arrive at the school to pick up your child early, please call the office and your child will be brought to the front door. We appreciate parents waiting outside.

### **Safe Start Program**

Malaspina has a **Safe Start Program** which means if your child is absent from school and you have not notified the school, you will be called. We appreciate it when parents contact the school at 250-964-9874 when their child is absent. The office is staffed from 8:00am to 3:30pm; a voicemail can be left afterhours.



### **Playground Supervision**

Supervision starts at 8:05am in the morning and ends at 2:27pm in the afternoon. Before and after school, students are asked to wait in their specific zones. Currently, the adventure playground is not a zone for students to wait for class to start before school or wait for pick up after school.

### **Planner Fees**

Planners are provided to students in Grades 1-7. They are an important tool for helping students to stay organized and are also used to communicate with parents. The cost of student planners is \$6.00 each. Please follow the information on the Planner fees form.

### **Verification Forms**

Thank you to all our families for returning the forms so promptly! We still have a few forms that need to be returned.

### **Medical Alert Forms**

Medical alert forms were sent home with specific students. Thank you to families who have completed and returned all necessary forms. Please contact the school if you have any questions. We would appreciate all forms returned by Oct 26<sup>th</sup>.

### **Allergies**

Malaspina has students with life-threatening allergies to peanuts and nuts. Please remind all children that they should not "trade" lunches or snacks with other students as they may end up with a food that they should not eat. As part of the district's restart plan, students are asked not to share food.

### **Arriving to school prepared**

We appreciate that families are ensuring their children come to school with all their supplies/lunch for each day. We know it is a different process to drop off items with our doors locked. Thank you for your help!

## **Emergency Procedures**

We have been practicing our safety drills. In order to help keep our students safe at school, many procedures and routines are put in place to prepare for the unexpected. In the fall and again in the spring we complete three fire drills and a lockdown drill practice. Teachers have reviewed the expectations and reasons for these drills with students. We are also doing an evacuation protocol practice. Classes will be walking to the vicinity of Polaris Elementary, which is our location to go to during an evacuation.

## **Seven Teachings**

Our teaching for the month of October is respect. The animal that represents this teaching is the buffalo.

A question to consider - How can you demonstrate respect to the yourself, others and the environment?

## **Halloween Reminders**

- Masks or accessories can not completely cover a student's face
- Any replica weapons that are worn to compliment a costume need to be kept at home
- Food is not to be shared; homemade food items are not to be made available to other students

## **Winter Weather/In Days**

Temperature alone does not warrant an "in day", although the guideline used is  $-20^{\circ}\text{C}$ . Please ensure that children are always suitably dressed for the weather conditions. Consider the many factors of inclement weather such as wind, rain, particulate matter, snow and temperature. The principal or designate shall make the decision whether to keep students indoors. Safety of the students is always a priority. If it is a morning "in day", notices will be posted on the student entry doors. Students will enter the school through their usual entrance and go to their classrooms until the bell rings.

On days when student attendance is reduced substantially because of cold or inclement weather conditions or because travel is considered treacherous, regular scheduled instruction may be modified for those students who attend school. Educational alternatives may include students demonstrating their understanding of concepts in different ways; participating in group projects within their learning cohort or working on independent projects.

## **Parking Lot Safety**

Our parking lot is extremely busy at the start and end of the day. Please follow the signs posted around the parking lot.

Thank you for the following:

- Keeping handicap spots available to those with handicap signs in their car
- Keeping the bus stop area clear of vehicles (along fence)
- Keeping the area clear along the sidewalk on the east side of the parking lot (there is a no parking sign)
- Parking on the street, clear of the crosswalk and parking lot entrance so children can cross the street safely and vehicles have room to drive by
- Parking on the street or in a parking spot
  - It is dangerous when unattended vehicles are left in the middle of the parking lot. As a result, vehicles in parking spots are blocked along with the flow of traffic.

We appreciate your help in keeping our students safe.