



2018-2019

# École Lumsden Elementary School

“Learning Every Step of the Way”

200 Broad Street, P.O. Box 310  
Lumsden, SK S0G 3C0  
Telephone: 731-3338 Fax: 731-3243  
E mail: [lumsdenelementaryschool@pvsd.ca](mailto:lumsdenelementaryschool@pvsd.ca)  
ÉLES Website: [www.pvsd.ca/school/lumsdenelementary](http://www.pvsd.ca/school/lumsdenelementary)

## ÉLES Administrative Team

Principal: Mr. John Irving  
Vice Principal: Mr. Rene Pelletier

## Prairie Valley School Division No. 208

3080 Albert Street North, P.O. Box 1937  
Regina, SK S4P 3E1  
Telephone: 949-3366

PVSD Board of Education Chair  
PVSD Division Board Member,  
(representing area of ÉLES)

Mrs. Janet Kotylak  
Mr. Verne Barber  
(Subdivision 2)

Director of Education/Chief Executive Officer  
Chief Financial Officer Division Services  
Supervisor of Transportation (949-6566)

Mr. Ben Grebinski  
Ms. Naomi Mellor  
Mrs. Cindy Laturnas

**RESPECT**  
**RESPONSIBILITY**  
**LEARNING**  
**KINDNESS**

## École Lumsden Elementary Teaching Staff

Principal  
Vice-Principal  
Prekindergarten  
Kindergarten  
Kindergarten/Grade 1 French Immersion  
Grade 1  
Grade 1  
Grade 1 French Immersion  
Grade 2  
Grade 2  
Grade 2 French Immersion  
Grade 3  
Grade 3  
Grade 3 French Immersion  
Grade 4  
Grade 4  
Grade 4/5 French Immersion  
Grade 5  
Grade 5  
Grade 6  
Grade 6  
Grade 7  
Grade 7  
Grade 8  
Grade 8  
Instructional Team Coach  
Arts Education, French (Core), ELA  
Band  
Learning Support Teacher FI  
Learning Support Teacher PK-2  
Learning Support Teacher 3-5  
Learning Support Teacher 6-8  
Physical Education, French (Core)

Mr. John Irving  
Mr. Rene Pelletier  
Mrs. Leanne King  
Ms. Alicia Hubbard  
Mme Tamara Harder  
Mrs. Bonnie Brennan  
Mrs. Lora Mazur  
Mlle Keatyn Burkholder  
Mrs. Tamara Chernenkoff  
Mrs. Glenda Hadwen  
Mme Häla Magnuson  
Mrs. Chelsey Butler  
Mrs. Jannike Matlock  
M. Lyndon Luu  
Mrs. Erin Herperger  
Mrs. Jennifer Schell  
Mme Shantel Amson  
Mr. Codie Endicott  
Mr. Justin Freitag  
Miss. Pamela Adames  
Mrs. Corinna Dahl-Ritco  
Mr. Michael Berg  
Mr. Joel Hennenfent  
Ms. Angela Byrnes  
Ms. Jamie Lees  
Mrs. Janice Schmitz  
Ms. Eden Sampson  
Ms. Miranda Hulshof  
Mme Tamara Harder  
Mrs. Amanda Meiklejohn  
Mrs. Daniela Machuea  
Mrs. Lori Schuster  
Mr. Kai Leggett

## Support Staff

Library Technician  
Administrative Assistant  
Administrative Assistant  
Custodian  
Custodian  
Educational Assistant  
Educational Assistant  
Educational Assistant  
Educational Assistant  
Educational Assistant  
Educational Assistant  
Educational Assistant

Mrs. Tereza Geiger  
Mrs. Colleen Huber  
Ms. Leanne Seitz  
Mrs. Donna Eckert  
Mr. Kirk Neill  
Mrs. Kathy Barbeau  
Mrs. Mckenzie Dietz  
Mrs. Melanie Horvath  
Mrs. Shelley Komonosky  
Mrs. Aimee Kowalski  
Mrs. Anna Strueby-McCaig  
Mrs. Sam Wiwcharuk

# Calendar



## 2018-2019 CALENDAR – IMPORTANT DATES

STUDENT DAYS	MONTH	TEACHING AND STUDENT DAYS	DATE
0	August	Staff Mtg (0.5) & PLC/LIP (0.5) <b>(Non Student Day)</b>	Monday August 27
		Full Teacher Preparation Day <b>(Non Student Day)</b>	Tuesday August 28
		System PD and Training <b>(Non Student Day)</b>	Wednesday August 29
		PLC/LIP (0.5) & Prep (0.5) <b>(Non Student Day)</b>	Thursday August 30
		PLC/LIP (0.5) & Prep (0.5) <b>(Non Student Day)</b>	Friday August 31
19	September	Labour Day <b>(No School)</b>	Monday September 3
		Student Registration & Classes Begin	Tuesday September 4
21	October	System PD and Training <b>(Non Student Day)</b>	Friday October 5
		Thanksgiving <b>(No School)</b>	Monday October 9
20	November	Full Teacher Preparation Day <b>(Non Student Day)</b>	Friday November 9
		Designated Break <b>(Non Student Day)</b>	Monday November 12
15	December	Last Day of Classes for Students	Friday December 21
		Christmas Vacation	Monday December 24 to Friday January 4 (incl.)
16+2	January	Parent-Student-Teacher Conference Day-in-Lieu <b>(No School for Students/Staff)</b>	Friday January 4
		Classes Resume	Monday January 7
		Staff Mtg/ PLC/LIP (0.5) & Prep (0.5) <b>(Non Student Day)</b>	Tuesday January 29
		First Day of Semester Two (High Schools)	Wednesday January 30
<b>91 Days</b>			
15	February	Family Day <b>(No School)</b>	Monday February 18
		Winter Break <b>(No School)</b>	Tuesday February 19 to Friday February 22 (incl.)
		Classes Resume	Monday February 25
19	March	Full Teacher Preparation Day <b>(Non Student Day)</b>	Monday March 11
		Parent-Student-Teacher Conference Day-in-Lieu <b>(No School for Students/Staff)</b>	Friday March 22
16	April	Good Friday <b>(No School)</b>	Friday April 19
		Easter Break <b>(No School)</b>	Monday April 22 to Friday April 26 (incl.)
		Classes Resume	Monday April 29
22	May	Victoria Day <b>(No School)</b>	Monday May 20
17	June	National Aboriginal Day <b>(Recognized Day)</b>	Friday June 21
		Full Teacher Preparation Day <b>(Non Student Day)</b>	Friday June 21
		Last Day of Classes for Students	Wednesday June 26
		Staff Mtg/PLC/LIP/Year End Close (0.5) & Prep (0.5) <b>(Non Student Day)</b>	Thursday June 27
<b>91 Days</b>			

<b>182</b>	<b>Student Days</b>
<b>2</b>	<b>Days in-lieu (P/S/T Conferences)</b>
<b>5</b>	<b>System Days (PD/Staff Mtg/PLC/Open/Close)</b>
<b>6</b>	<b>Teacher Prep Days (4 full days + 4 half-days)</b>
<b>195</b>	<b>Total Scheduled Days</b>

## **Role of Students**

The role of the students is not a complicated one. Students are at school to participate in their programs and to learn. Their role is to do their assigned work to the best of their ability and to focus on the subject matter being taught.

Students are to behave appropriately by treating everyone with respect and dignity. The property of the school and individuals is to be treated with care.

One of the goals of ÉLES is to help children develop a sense of responsibility for their own work and behaviour. In so saying, children will make mistakes. When this happens, it is hoped that the situation becomes an opportunity for learning how to avoid those mistakes in the future and how to take responsibility for their mistakes. The Values Matrix provides examples for behaviour conduct and gives guidelines for all to follow. LES staff work hard to acknowledge positive behaviours.

## **Student Discipline Guidelines**

From time to time, the behaviour of a student may be unacceptable. When that occurs, the classroom teacher or supervisor may deal with the misbehaviour and that could involve a consequence. For the majority of the students, this is as far as it goes.

Sometimes the misbehaviour may be repetitive or may be serious enough to involve the parents. In that case, a parent will be called by the teacher to discuss and resolve the situation.

Failing the above, the classroom teacher could involve the Learning Support Teacher (LST). The LST will follow the Behaviour Plan, if there is one for the child. An administrator will be involved to apply a consequence, call a parent, and develop a plan that may include other agencies, or provide other support.

Some common consequences are:

- A talk and plan
- A time-out (recess, lunch, before or after school)
- A call to parents
- A reflection on the problem
- An in-school suspension

Out-of-school suspensions are normally used when the misbehaviour is very serious (injury to another, disrespect to an adult, use or possession of a drug, inappropriate use of social media), etc. These suspensions are made by an administrator and the length of the suspension may vary.

## **Bullying**

Lumsden Elementary attempts to create an environment of kindness and respect. In order to build a climate that minimizes and attempts to be bully-free, behaviours that are aggressive, negative and intentionally cause anyone harm will be investigated. Incidences of bullying are taken seriously and students will be held accountable for their behaviour. Students who bully will be required to seek intervention with the guidance of the school administration. All incidents of reported bullying will be investigated. All staff work to make the school a safe and enjoyable learning environment.

## AP-3010 – Respectful Learning Environment outlines the following definitions:

**Harassment** – For the purposes of this procedure, the term *harassment* means any objectionable conduct, comment or display by a person that is directed at a student and is made on the basis of gender identity, sexual orientation, age, ethnic origin, ancestry, culture, socio-economic status, religion, family status, and mental and physical disability.

**Bullying** – For the purposes of this procedure, the term bullying means any form of aggression that is repeatedly directed at an individual or group from a position of relative power. Bullying is intentional, repeated behaviour where there is an imbalance of power; one person has greater power, control or status than the person who is being victimized.

**Cyber Bullying** – For the purposes of this procedure, cyber bullying is any form of bullying that incorporates the use of technology. Electronic technology includes devices and equipment such as cell phones, computers, and tablets as well as communication technologies including social networking sites, text messages, internet chat rooms, and websites.

*“Bullying is not about anger, or even about conflict. It’s about contempt – a powerful feeling of dislike toward someone considered to be worthless, inferior or undeserving of respect.”*  
(Barbara Coloroso, *The Bully, the Bullied and the Bystander*. 2002)

### **Communication Between Home and School**

#### **LES communicates via:**

1. The school website. Please check this frequently for updates.
2. Email will be used mostly by classroom teachers, and on occasion, by the office.
3. Facebook.
4. School sign.
5. Teachers may use agendas, email, REMIND, classroom websites and twitter.
6. Agendas are one way of communication and elementary ÉLES teachers will use them in their classes. Each child in Grades 1-5 is supplied with a student agenda. This agenda is being used to promote student organizational skills and home-school communications. ÉLES teachers will provide time on a daily basis to write in the agenda. Parents are asked to check agendas daily. Talk to your child about the entry. It is hoped that this process will become routine and lead to excellent organizational skills for students in ÉLES. Middle years teachers will use technological means of communicating and in teaching organization. Parents may provide agendas for their child if they prefer.

### **Student Registration Forms, Permission Forms for Leaving School Grounds, and Use of Students’ Work**

Parents will be asked to complete a Student Demographic Form on an annual basis. **PLEASE** - complete this form as accurately and fully as possible. Completion of the "Emergency, Billet and Other Residence Information" section ensures the safety of your child should weather, bus, highway, etc. emergencies result in your child being required to stay in Lumsden until the situation is rectified. If you have a problem locating an emergency residence, please contact the school office for assistance. Emergency contacts should be residents of the Town of Lumsden. No child will leave the school unless ÉLES is assured that a safe residence is available. This help is greatly appreciated.

## **School Hours and School Access**

ÉLES has a Crisis School Incidents team (CSI) whose responsibility is to develop and maintain a SAFE plan. The CSI team has worked with the RCMP, PVSD, and the ÉLES SCC to develop the SAFE plan.

In addition to the development of procedures and drill practices for fire, severe weather, lock down, and other disasters, ÉLES is requiring visitors to enter through the front door and identify themselves in the office. Thanks for your cooperation. The goals are to restrict access through ancillary doors to stop traffic that potentially could be perilous to the safety of ÉLES students, and so the office is aware of all building traffic. Doors inside the building are locked during the day. PVSD has equipped the school with an alarm system.

In general, students are not to be at school until supervision is provided. Before that time, teachers are preparing for classes and conducting meetings.

At 8:30 a.m., students are welcomed to school and may begin their day by socializing out of doors. Students may enter to use the facilities, or to confer with teachers. During inclement weather, students will be permitted to remain indoors. Students who are to remain indoors (due to medical reasons) may do so provided the teacher is given a note indicating the medical reason.

Following is the 2018-19 bell schedule:

Preparation Bell	8:45	8:50
Period 1	8:50 -	9:21
Period 2	9:21 -	9:52
Period 3	9:52 -	10:23
Period 4	10:23 -	10:54
<b>Recess</b>	10:54 -	11:09
Period 5	11:09 -	11:40
Period 6	11:40 -	12:11
<b>Lunch</b>	12:11 -	12:26
<b>Lunch Recess</b>	12:26 -	1:01
Period 7	1:01 -	1:32
Period 8	1:32 -	2:03
<b>Recess</b>	2:03	2:18
Period 9	2:18	2:49
Period 10	2:49	3:20

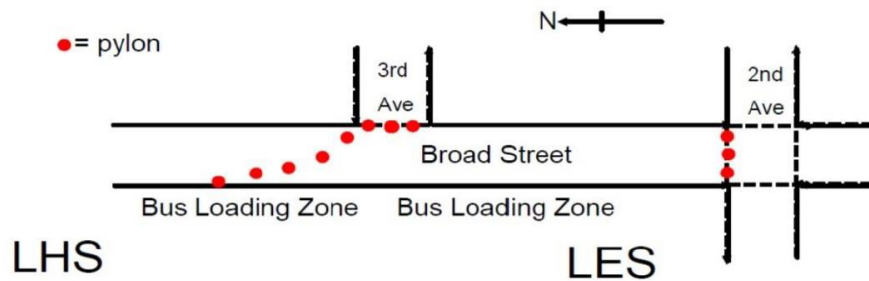
## **Reporting School Absences**

Please telephone the school whenever your child is absent or late. If we do not receive a phone call, ÉLES will contact you at home or at work. This procedure is used to ensure the safety and whereabouts of ÉLES children.

## **Picking Up/Dropping Off Students**

When dropping off or picking up your child(ren), please ensure good safety habits by proceeding through the crosswalks. This makes children visible to both the school bus and other vehicle traffic. The school safety patrol operates after school to help children cross streets safely. Your cooperation will ensure the safety of the children.

Please respect the bus unloading zones. Parents should use Second Avenue, to the south of the school, to avoid the buses and traffic in front of the school. Parking is restricted immediately adjacent to ÉLES. Drivers may park east and south of the intersection of Broad Street and Second Avenue, as well as on Third Avenue.



### **Guests/Visitors/Volunteers**

Parents, visitors, and guests are welcome at ÉLES! All visitors and guests to the school are required to report to the office upon entering into the school. This procedure is important in assisting us to ensure the safety of our students. In addition, disruptions in the classroom are minimized. Your child will be contacted to meet you at the office.

Throughout the school year, teachers may be calling on you to volunteer to assist them in a variety of ways. We welcome your participation in the overall education of your child and we hope that when you volunteer, it will be a meaningful experience for all concerned. A Criminal Record Check (CRC) and completion of volunteer paperwork is needed to volunteer.

There may be some general school functions and operations requiring volunteer assistance. Please watch for special requests from teachers.

#### **Volunteers/Visitors (Policy required by PVSD)**

- A sign and map is posted at the front doors to advise volunteers/visitors to report to the office.
- Administrative staff will ask volunteers/visitors the nature of their visit. The goal is to handle visitors' business in the office.
- Traffic is minimized via entry at front door only; other doors are to be locked.
- Administrative staff will give volunteers/visitors a Visitor Tag.
- Should the volunteer proceed to another location in the school without a Visitor Tag, any/all staff will stop the volunteer, and direct them to the office.
- Administrative staff will notify the classroom teacher of the volunteer's presence.
- During the volunteer engagement, the teacher assumes the responsibility of supervision. Supervisor may be indirect and outside of the teacher's sight lines.
- At departure, the volunteer will return the Visitor Tag to the office.

#### **Criminal Records (Policy required by PVSD)**

- All volunteers working independently with students are required to complete a Criminal Record Check (CRC).
- The RCMP complete the CRC and give the volunteer a signed CRC indicating s/he is cleared.
- Volunteers provide the school with the CRC, which is reviewed by the Principal.
- If the volunteer is not cleared due to a criminal having the same date of birth, then the potential ÉLES volunteer reports to the school to seek one-time-only exemption status from the Principal.
- CRCs are documented in a spreadsheet which is formulated to indicate the validation period. In accordance with The Local Authority Freedom of Information and Protection of Privacy Act (LAFOIPP) neither the original, nor a copy of the CRC will be kept at the school.
- Criminal Record Checks are valid for 5 years. Administrative assistants will manage the renewal of CRCs.

## **School Bus**

The bussing of students should be a pleasant experience for all involved. To assist in making it such, please help ensure that bussing regulations and procedures are adhered to by your children. In order to provide a safe journey for your children, it is important that driver distractions be kept to a minimum at all times. Should you have any concerns, please take time to talk to your driver. Informational questions about the route can be addressed at the PVSD Bus Office at 949-6566.

## **School Dress**

Students are expected to dress in a neat and appropriate manner. Outside apparel (hats, jackets, and wet or muddy footwear) are not to be worn in the school. Please ensure your child dresses in such a way that demonstrates modesty. Please avoid: midriff shirts, spaghetti strap shirts, short shorts and messages that refer to alcohol, drugs, and sex. Students should have one pair of runners at school for inside and gymnasium wear. Also Grade Six, Seven and Eight students are expected to bring gym clothing for their physical education classes. Students are invited to shower following vigorous activity.

**Gym/Inside Runners:** When purchasing running shoes for indoor use, please purchase the type that **do not** leave black or coloured marks on tile and gym floors.

**Winter Wear:** Of particular concern is when students are riding the bus during this season. Students should always be prepared for the worst: i.e., bus breakdown. Please ensure that students have adequate clothing including head, hand and footwear. Please label items to ensure a return to the owner in the event something is misplaced. Saskatchewan winters can be severe, so be prepared at all times.

## **Student Leadership Council**

ÉLES provides middle years students with leadership opportunities. This is done through the Student Leadership Council. Although the Council's primary task is leadership, it has the responsibility of paying some expenses related to competitive athletics and Council sponsored activities and purchases.

## **Extra Curricular Yearly Events**

The intent of this section is to provide an outline of extra-curricular sports and activities.

Extra-curricular is not a requirement of teachers, educational assistants or administrative assistants. It is a valued part of a school, and so ÉLES is very fortunate to have staff persons who are willing to work with students outside of the classroom. It is also uplifting when parents and students recognize how valuable extra-curricular programming is by appreciating efforts. When there are concerns, please talk directly to the staff person involved. Remember, staff are volunteering because they care about students.

Extra-curricular events include: sports, arts, clubs and activities.

TYPE	WHAT	WHEN	WHO	WHERE
Sport	Golf	August to September, May and June	Gr. 7 - 8	Divisions and Districts
	Cross Country Running	August to October	Gr. 4 - 8	Divisions and Districts



	Archery	September to October	Gr. 7 and 8	School
	Volleyball - Elementary Boys	August to mid November	Gr. 7 - 8, occasionally 6	Divisions and Districts
	Volleyball - Elementary Girls	August to mid November	Gr. 7 - 8, occasionally 6	Divisions and Districts
	Volleyball - Developmental Boys	September to November	Gr. 5 - 8	Divisions
	Volleyball - Developmental Girls	September to November	Gr. 5 - 8	Divisions
	Curling Elementary Mixed, Boys and Girls and Developmental	November to March	Gr. 6 - 8 If Division, LES competes against Gr. 6-9	Division or Big West Championship
	Basketball - Elementary Boys	December to March	Gr. 7 - 8, occasionally 6	Division and Zone
	Basketball - Elementary Girls	December to March	Gr. 7 - 8, occasionally 6	Division and Zone
	Basketball - Developmental Boys	January to March	Gr. 5 - 8	Division
	Basketball - Developmental Girls	January to March	Gr. 5 - 8	Division
	Skiing - Cross Country	Winter	TBA	School
	Badminton - Junior	March to April	Gr. 7 - 8, occasionally 6. LES competes against Gr. 6 to 9	Division and Districts
	Badminton - Developmental	March to April	Gr. 6 - 8	Division
	Track and Field	April to June, T & F Meets are in May	Gr. 7 - 8	School, Zone and Districts
	Track and Field	April to June, Meet is in June	Gr. 4 - 6	West Side Schools
Culture	Jazz Band	September to April Mon. - Gr. 7; Tues. - Gr. 8	Gr. 7 - 8	School, Division
	Choir	October to May	Gr. 4 - 8	School
	Orff Choir	October to May	All ages	School
	Drama	March to June with production in May or June	Gr. 6 - 8	School
Leadership	SLC is comprised of ten groups.	September to June	Gr. 6 - 8	School
	SLC - Athletics (Intramurals)	All year on rotating weekly schedule.	Gr. 1 - 8. Each grade participates on a rotating weekly schedule.	School
	SLC - Dances	As scheduled	Gr. 6-8	School
	SLC - Executive	Monthly	Gr. 6-8	School

	SLC – Food Services (Canteen)	Every day	Pk- Gr. 8	School
	SLC - Literature	All Year -Reading Clubs, Challenges	Pk - Gr. 8	School
	SLC - Popcorn	Every month	Pk - Gr. 8	School
	SLC – Student Convention	Student Convention - Spring	Pk - Gr. 8	School
	SLC – Spirit	Dress Up – once per month and other functions	Pk - Gr. 8	School
	Gender Diversity Alliance (GDA)	September to June bi-weekly	Gr. 6-8	School and maybe Division events
	Safety Patrol	All Year, each day after school	Gr. 7 - 8	School and Community
	Walking Club	Winter	All students and staff	School
Activities	Book Fair	November and March, in conjunction with Report Card Conferences	Pk - Gr. 8	School and Community
	Education Week	October	Pk - Gr. 8	School and Community
	Remembrance Day	November	Pk - 8	School and community
	Charity of Choice	Once/twice during year	Pk - Gr. 8	School and Community
	Fitness Week	October	Pk – Gr 8	School
	Christmas Concert	December	Pk – Gr. 5	School and Community
	Terry Fox	September	All students and staff	School

### **Athletics Program**

École Lumsden Elementary School offers a four tiered athletic program.

1. Physical Education – all students must participate in the physical education program as required by Saskatchewan Learning.
2. Intramurals – this is a voluntary program intended to involve as many students as possible at a designated grade level. The emphasis is on participation and enjoyment.
3. Developmental – this is intended to teach sport skills to students who are at the designated grade level and who are not members of the school’s competitive team. At the developmental level, the emphasis is on skill development and enjoyment. The skills are related to the particular game. There are no cuts at this level although students who make the commitment at this level are expected to carry it out.
4. Competitive –students at this level may try out for a team that represents ÉLES in competitions with other schools. These students are selected on the basis of attendance, personal responsibility, in-class performance, general behaviour, and athletic ability. Students may be denied access to these teams for reasons pertaining to any of the above named criteria. Also, students at this level are not guaranteed equal playing time and decisions about the team are made by the coach in consultation with an administrator.

5. Another point to consider is conflict with other activities. Students who are on a ÉLES competitive team have made a commitment to that team and need to honour that commitment.
- All extra curricular programs are extensions of classroom programs. Therefore, expectations for behaviour, effort, and commitment are the same.

### **Band**

A band program is offered to students in Grades 6 - 8. Registrations are accepted when students are in Grade 5 after the band teacher has conducted an orientation. Due to the scheduling of AE Band, the allocation of staff to AE Band and AE Other programs, and the philosophy that one should complete what one starts, **we believe that students who have committed to the year cannot opt out.**

Students not enrolled in band will be formally scheduled in the timetable for Arts Education.

Extra-curricular jazz band for grades seven and eight occurs over the lunch hour. In order to offer a quality band experience, there is a fee to take the class. This fee covers the cost of hiring clinicians, festival registrations, uniform shirts, and helps with the cost of programs such as "Headstart Clinic" for Grade 6. Fees are as follows:

Grade 6/7	\$35
Grade 8	\$30

Trips for grades seven and eight have an extra trip levy. Trips are extra-curricular and are not attached to student's marks or evaluation.

### **Health Database Issues and Allergies**

Parents are asked to identify health issues on the registration form. These issues are recorded into the school database and managed by the classroom and Learning Support Teachers. At this point, parents are involved in paperwork to fully articulate the issues and solutions to the health concern. This process results in students being identified at all the necessary levels. One of the many end products of this process is a poster with the students' medical alert information posted in various locations, and medications are safely stored where all staff have access.

### **School Library**

It is exciting for your children to borrow resource books, general interest books, or reading for pleasure books from the school library. As they bring these books home, perhaps some of the following suggestions ensure that all the books are taken care of:

- use a bookmark rather than turn the book over on its face.
- put the book in a special place in your home, especially if you have pets or younger children. The average cost of a hardcover book is \$45.00. Please help us care for them.
- returning books on time will allow others to enjoy and use them. It will also prevent books from becoming lost. Further, it teaches responsible use of public amenities.

### **Assemblies**

Under the leadership of the SLC group, Assemblies, ÉLES conducts assemblies every other Friday morning to celebrate success or to host certain activities. Contact the school if you want to inquire about any planned assembly.

## **Awards**

The goal of the Grade 8 Farewell and Awards Celebration is to mark it as a special milestone. The Grade 8 Farewell and Awards Celebration will be held in the morning to highlight the Grade 8 elementary school experience. The awards segment will be academic in focus with the extra-curricular honours describing student participation.

## **Public Health Nurse**

The Public Health Nurse is Anette Hoffmeyer. Feel free to contact Public Health at 306-766-0328 if you have any health related questions or concerns about your child.

## **Milk/Juice Program and Canteen**

The school offers white milk, chocolate milk and a variety of juices on a daily basis. Students may purchase these items on a daily basis for \$1.00 or they may purchase a beverage card for \$20.00, which entitles them to twenty beverages. This is administered by classroom teachers.

A lunch card can be purchased for any denomination which may be used for canteen items.

## **Lunch Break**

An ÉLES Lunch Policy Form must be filled out for all students to ensure that students are accounted for during the lunch break. Students remaining for the noon lunch period will remain in their classroom for at least 15 minutes. If your child requires additional time to finish lunch, arrangements can be made with the homeroom teacher to accommodate this need.

The completed ÉLES Lunch Policy Form will be the guiding document for the year. We ask your cooperation in the noon break by reminding your children that they are not to leave the school unless they are provided with a note requesting permission for them to do so. The note should be presented to the classroom teacher.

Noon supervision will be provided by staff supervisors. Middle Years students may be engaged to assist primary students during the eating segment.

## **Homework Club**

Homework Club is held immediately after lunch for students to complete homework. There are two ways for students to access Homework Club: 1) volunteer to complete work due to an anticipated busy schedule; 2) assigned by teacher to complete unfinished work from class.

## **Lost and Found**

Every year the school accumulates a large number of lost articles. Please encourage your children to check the Lost and Found Box for lost items, or inquire at the office for smaller, more valuable items.

Frustration at personal possessions being misplaced, lost or stolen can be minimized if:

1. All personal possessions are labelled clearly with the owner's name.

2. Care is taken in putting personal possessions away.
3. Money and valuables are not brought to school unless absolutely necessary - if so, they may be brought to the office for safekeeping.
4. At the end of every term, all articles in our lost and found will be displayed. Hopefully, students will pick up items which belong to them. **All** remaining articles will be given to a worthwhile charity.

### **Cell Phone Usage**

