



# FRANK J NEY ELEMENTARY SCHOOL

Mrs. Jacquie Poulin, Principal  
Mrs. Cindy Haack, Vice Principal

Ms. Janet Buckland, Secretary

October 2<sup>nd</sup>, 2017

## PRINCIPAL'S COMMENTS

Wow, here we are at the end of September - it has come quickly once again. I would like to take this time to thank everyone - staff, students, parents, and the larger community - for helping to make the transition back into school a positive and energetic one. I am so pleased to see how well our new students have settled in and become part of our community. It has been a pleasure to see what a fantastic and supportive community exists at Frank Ney Elementary.

We had a fantastic Open House where many families had a chance to meet their child's teacher and see their child's classroom - a fabulous introduction to the school year. It was great to meet so many families, but please be patient with me as you may need to introduce yourself a few times as I work to meet every child. Also, a huge thank you to the PAC for a fabulous Pizza Picnic - a nice way to connect with friends and enjoy the beautiful evening outside before the Open House.

We look forward to a great year and working together with you and the whole community. Your involvement in your child's daily school experiences is vital. Be sure to take the time to chat with your child each day about his/her classroom activities, provide a regular homework and reading time, and check their planners for information from school. Working together, we will strive to provide the best possible education for your children

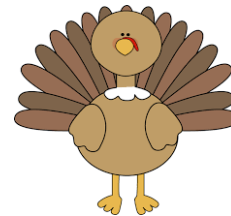
Thanks for your support in our start up, looking forward to a fabulous year.

Yours in education,

Mrs. Jacquie Poulin



*First Pro-D Day of the Year -  
Friday, Oct. 6<sup>th</sup> -  
students do not attend this day*



*Thanksgiving Monday  
Monday, Oct. 9<sup>th</sup> -  
Schools closed!*

## SCHOOL HOURS

Now that the general routines have been well established and students feel more comfortable with classroom expectations and school wide behaviour it would be appropriate for parents to further review and reinforce with their children these rules and expectations outlined in our daily planner. Children are encouraged to arrive to school between 8:25 and 8:35 a.m. unless they are directed by their teacher or coach to do so otherwise. Supervision begins at 8:25 a.m. and is primarily at the front of the school. For your reference, the following schedule is in effect at Frank Ney School.

|                   |          |
|-------------------|----------|
| School Begins     | 8:38 am  |
| Small Recess      | 10:15 am |
| Lunch Break       | 11:45 am |
| Afternoon session | 12:20 pm |
| Monday Dismissal  | 1:30 pm  |
| Dismissal (T-F)   | 2:30 pm  |

## EARLY DISMISSAL FOR STUDENTS

As in the past, we will have early dismissal days from October 16<sup>th</sup> - 19<sup>th</sup>. Please note that this year students will be dismissed one hour and 20 minutes early on Tuesday, Wednesday and Thursday which will be 1:10 pm, Monday will be regular dismissal at 1:30 pm. A notice will come home closer to the date reminding you of the interview time you signed up for at the Open House. If you were not able to sign up, a time will be given to you and sent home. If the time you are given does not work, please contact the office.

## TRAFFIC SAFETY-PARKING LOT

Anyone driving children to Frank Ney is well aware of our daily traffic challenges. Drivers are urged to exercise extreme caution at all times in the parking lot as well as drop off/pick up area.



Congestion at peak times (arrival, dismissal) means there are many children out and about. Please be extra vigilant when pulling in, backing out or driving through. We have many new youngsters and families using our parking lot this year. This is becoming a major issue both in front of the school and in the parking lot. Please do not park a vehicle in the drop off area, cars should not be in this area for more than a quick drop off or pick up. No vehicles should be in the drop off/pick up area without a driver in the vehicle, please do not park your vehicle and leave it in this area before school or after school.

## STUDENT FORMS

By now, your son/daughter should have brought home a package of forms for you to review and sign. Each of these forms is important for different reasons. The student verification form must be updated as all of this information is required by the Ministry of Education and for your child's safety. Some of the sections pertain to medical information which is vital if there are any medic-alert or medical administration needs that the school will need to address. Please complete and return these forms immediately. Additional forms requesting further information will be distributed dependent upon the medical condition being dealt with.

The package also includes very important information about volunteering at the school and volunteer drivers. Please read through this information carefully, as all volunteer drivers must now have a criminal record check for the School District, completed within the last five years. If you had one done in the last couple of years you do not need to do another criminal record check this year. This can now be done online at no cost to the parent in the initial check. Without this continued support from parents it may become difficult to arrange fieldtrips and afterschool athletics. Other forms include technology use, media release information, walking/neighbourhood field trips, and use of Google Suite for Education.

Thank you for taking the time to complete the entire package and returning it to the school.

## PERMISSION FORMS

In addition to the above information about volunteer parent drivers, when a class goes on a field trip, a detailed permission form is sent home for parent consent. To ensure communication is clear, and for the safety of all students, we will be requiring these forms to be returned for a child to be able to go on the field trip. Phone permission or notes written in the planner or on a separate sheet of paper will not be able to be accepted. Thank you for your help and support with this matter.



## CODE OF CONDUCT

Please be sure to review the Frank Ney Code of Conduct with your child in the front of the student planner. A copy can also be found on the school website. If you have any questions, please contact Mrs. Poulin or Mrs. Haack in the office.

## LATES

We seem to be having a number of students arriving late the last couple of weeks. To promote responsibility and a value for education, we would like to work towards an improvement in student arrival time. When students are late, they often miss information given first thing in the



morning, basic directions on a task, and disrupt the learning environment for the rest of the class. Sometimes students are late due to medical, dental, or other appointments, these are exceptions and we understand they will occur. On all other occasions, please help us promote responsibility and punctuality by having students at school on time each morning.

### **CELL PHONES & OTHER ELECTRONIC DEVICES**

As technology continues to advance, we are seeing students at schools with cell phones, Ipods, digital cameras, gaming devices, etc. If your child has any of these at school, please remind him/her that they are to be turned off and in his/her backpack throughout the school day unless the teacher has indicated differently in his/her classroom. In particular, cell phones are not to be used at any time during the school day. If a student needs to use the phone for emergent issues, the school phone is accessible with permission from a staff member. If a parent needs to contact a student in an emergency, please call the office.

The other issue around technology that has become increasingly common at schools is the use of digital or cell phone cameras. For privacy issues, as well as personal safety issues, we ask that students do not bring or use personal cameras at school. Also, the school will not be responsible for loss or damage so students must securely put these items away. Thank you for your support.

### **END OF DAY SAFETY GUIDELINES**

- Establish clear after school routines to avoid confusion or uncertainty at the end of school day.
- Please do not take other children home other than your own without prior approval from a parent.
- Students may not go off grounds during the school day unless they have written parent permission.
- Ensure the main office and your teacher are aware of specific custody issues regarding pickup or contact.
- Remember the drop off and pickup zone is just that and vehicles should not be left parked or unattended for lengthy periods of time.

### **DATES TO REMEMBER**

|                                 |  |
|---------------------------------|--|
| Fri., Oct. 6                    | Pro-d Day - students not in session            |
| Mon., Oct. 9                    | Thanksgiving - schools closed                  |
| Tues., Oct. 10                  | PAC mtg - 6:00 pm - Library                    |
| Mon., Oct. 16                   | PAC Popcorn day                                |
| Mon., Oct. 16 - Thurs., Oct. 19 | Early Dismissal for Parent-Teacher Conferences |
| Fri., Oct. 20                   | Pro-D Day - students not in session            |
| Mon. Oct. 23                    | PAC Hot Lunch day                              |
| Tues., Oct. 24                  | Zone Cross-Country Meet                        |
| Wed., Oct. 25                   | Fine Arts performance- Milton Randall          |
| Tues., Oct. 31                  | Hallowe'en - Costume Parade                    |
| Thurs., Nov. 2                  | Photo Re-Takes                                 |
| Thurs., Nov. 2                  | District Cross-Country Meet                    |
| Mon., Nov. 6                    | PAC Hot Lunch                                  |
| Fri., Nov. 10                   | Remembrance Day Assembly                       |
| Mon., Nov. 13                   | Remembrance Day stat - schools closed          |
| Tues., Nov. 14                  | PAC mtg - 6:00 pm - Library                    |
| Mon., Nov. 20                   | PAC Hot Lunch day                              |
| Fri., Nov. 24 & Sat., Nov. 25   | PAC Craft Fair                                 |
| Mon., Nov. 27                   | PAC Popcorn day                                |
| Mon., Dec. 4                    | PAC Hot Lunch day                              |
| Mon., Dec. 11                   | PAC Popcorn day                                |
| Tues., Dec. 12                  | PAC mtg. - 6:00 pm - Library                   |
| Thurs., Dec. 14                 | Christmas Concert                              |
| Fri., Dec. 22                   | Last day before the Winter Break               |
| Mon., Jan. 8                    | First day back for classes☺                    |