



École C.C. Loughlin School CONNEXION

September 2011

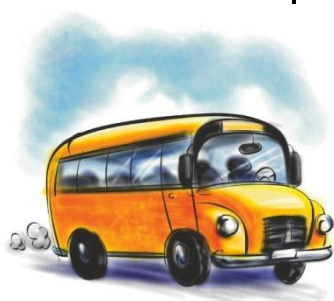
Principal's Message: Welcome Back! Bienvenue!

From all of us here at C.C. Loughlin, welcome to the 2011-2012 school year. We trust you and your family had a great summer. For our new kindergartens and their parents, and those that have transferred in from other schools, we extend a very special welcome to the Loughlin community.

I look forward to working with and learning from each one of you again this year to make the educational experience of our children a very rich and enjoyable one. "It takes an entire village to raise a child". As the parents, grandparents, families, friends and teachers of our children, we all must work together to best prepare them academically, emotionally, morally and spiritually for the challenges and success of adulthood.

I extend an invitation to the parent community to visit us on **Curriculum Night, September 29th at 6:30** in our gymnasium so that we can get to know each other and establish a positive relationship all in the best interests of our children.

Best wishes for a most enjoyable year for everyone. Je vous souhaite tout le monde une année pleine de succès et de bonheur. Ma porte est toujours ouverte à tous!



Norma Park
Principal/Directrice

2011-12 Staff

We have thirty-seven members on our teaching staff this year as follows:

Kindergarten: Mme Marie Hatcher & Mrs. Michele Young

Grade 1: Mme Gerene O'Dell, Mme Roma Flight, Mrs. Rhonda Davis

Grade 2: Mme Barb Girardin, Mme Roxanne Wagg, Mrs. Marian Casey, Mrs. Liz Elder

Grade 3: Mme Bobbi Manuel, Mme Ashley Sheppard, Mrs. Deanne Burton, Mrs. Denise Decker

Grade 4: Mme Jackie Bessey, Mme Brigitte White, Ms. Bonnie Butler and Mrs. Dulcie Skinner

Grade 5: Mme Anne Marie Brown, Mme Patricia Edwards, Mr. Duane Huxter

Grade 6: M. Gerard Hatcher, Mme Judy Berkshire, Mme Katie Warren, Mr. Greg House

Special Needs: Mrs. Gwen Rodway, Mrs. Marg Kelly, Mrs. Cindy Colbourne, Ms. Alicia Ayers, Mr. Chris Joseph, Ms. Chrystal Hartley

Music: Mrs. Monica Coffin (¼ Learning Resources Teacher), Mrs. Mary Cormier

Physical Education: Mr. Paul Hepditch, Ms. Lorie Penton (¼ Technology Teacher)

Guidance: Mrs. Anne Humphries

Vice Principal: Mrs. Yvonne Noseworthy

Principal: Mrs. Norma Park

Support Staff

School Social Worker: Mrs. Rose Marie Bennett

Secretaries: Ms. Kerri Campbell, Mrs. Jeanette Wheeler

Student Assistants: Mrs. Betty Crocker, Mrs. Kelly Christopher, Mrs. Maisie Coley, Mrs. Gail Samms, Mrs. Laura Simmonds, Mrs. Doris Bellows

Caretakers: Mr. Glen Ruth, Mr. Terrance Ricketts

Busdriver-Caretakers: Mr. Cliff Anderson, Mr. Donald McAuley, Mrs. Carolyn Bennett

Student Safety: Our Number One Priority



Please read the following safety practices very carefully.

With our children's safety and best interests in mind, we must follow a number of safe practices and procedures.

Safe Practice 1

We receive a high number of calls from parents throughout the school day requesting to send messages along to their children with instructions about dismissal. This is presenting us, you and your child with a considerable safety risk. Our office is very busy and we cannot guarantee that a phoned in message will make it to your child. En route to deliver that message, the individual who took your message could be faced with an immediate emergency and the message may not get to your child in time. Therefore, **effective Monday, September 19, we will no longer receive such telephone messages** except in the case of extreme emergency. If you have to change your child's dismissal arrangement throughout the day, please have another individual, who you've designated as an emergency contact on your child's *Student Information Form*, come by and pick up the child. Further, if on some particular day, you make an alternate arrangement for your child for after school, please **write a note to the teacher**. We cannot simply take the word of a child that he or she has your permission to go somewhere different. For example, children sometimes will tell a teacher that they have to walk to a friend's house. Unless the child has brought a note, teachers will not allow that child to do so.

Safe Practice 2

Parents and guardians must designate **ONE BUS and ONE BUS-STOP** on that bus for each child. As you can appreciate, considerable risk and confusion are created by asking teachers and bus drivers to remember a change in buses and/or stops. Moreover, our bus routes are planned for a specific number of children along that route. There simply may not be enough room on a different bus if your child takes another route to a different location.

Effective Monday, September 19, you must have one bus stop designated for your child. Inquiries regarding buses and bus stops should be directed to our Transportation department at 637-4040.

Safe Practice 3

The school will contact you at the number you have provided when your child is absent from school. To prevent receiving an unnecessary call, please call the school in the morning providing a reason for your child's absence. If you know in advance that your son or daughter will be absent, please let the teacher know. Otherwise, an explanation must be provided when your child returns.

As soon as we have all Student Information Forms back with your phone numbers and email address, we will begin using an AUTODIALER system that will automatically call your home and/or an alternate number if your child is absent. For that reason, it is very important that the numbers you provide us on the *Student Information Form* are accurate. If they change throughout the course of the year, please be sure to call and let us know.

Safe Practice 4

If your child arrives at school late, he or she should go directly to class to avoid missing further instructional time. The teacher will record the student's lateness in the classroom and inform office personnel of the child's arrival time. Note that a child will be considered present for the morning or afternoon instructional session if he or she attends more than half of that session. Likewise, he or she will be marked absent if he or she misses more than half of the morning or afternoon instructional session.

Safe Practice 5

If you have to remove your child from school during the day, please drop by the office to sign your child out early.

Safe Practice 6

If you come to the school during the day to see your child, you will need to ring the door bell at the front entrance to gain entry to the building. All visitors to the building are asked to check in at the main office.

Safe Practice 7

Lunch break at school runs from 12:15-1:15. If for some reason you cannot pack your child's lunch and have to drop it at the main office, please do this as close to 12:15 as possible.

The Nutrition Policy has been phased in by Western School District over the past few years and is in full effect. We also ask that you keep "good nutrition" in mind each day when deciding on your child's recess and lunch needs. It is recommended that you limit the number of times you bring unhealthy, take-out food to school for your child's lunch. Not only is it very often unhealthy, it really makes it difficult for us to teach healthy eating habits to a student when the child next to him or her is eating take-out on a regular basis. When lunches are brought to school, they must be labelled and dropped off at the lunch table outside the main office. This cuts down on the number of interruptions to instruction and helps our children feel safe by not encountering adults in the corridors that they do not know.

Safe Practice 8

Since the beginning of the school year, we have had two separate incidents on school grounds with **dogs**. Please keep in mind that parents would not expect their child to come into contact with a roaming dog while on school grounds. Children and adults who do not own dogs are not comfortable and feel unsafe when confronted with a pet like this, sometimes for the first time. We ask that you never bring your pet to school when dropping off or picking up your children and that you ensure that your pets are kept on a leash as your children leave for school so that they will not follow the child. Any roaming animals on school grounds will be reported and collected by Animal Control.

Safe Practice 9

We also have great concern about the safety of our students on our **parking lot**. We are asking parents and caregivers who drop off and pick up their children to bear in mind the following:



1. **Please stay off the lot between 7:30 am and 3:30 pm.** Please park on either Wellington St., Citadel Drive (on the right side heading down to Wellington), or on the church lane up behind the school. The RNC continues to patrol school grounds during drop-off

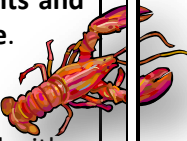
and dismissal times and will issue tickets for violations.

2. There is to be absolutely **NO PARKING** in the loop on the front of the school at any time.

3. We've also received complaints about traffic congestion in the drop-off on Wellington St. Please be advised that this is a drop-off only. **Parents and guardians are not to park in this drop off zone.**

Safe Practice 10

Again this year we have students at our school with a severe, **life-threatening allergy** called anaphylaxis to a number of allergens. These include **PEANUTS, ALMONDS, HAZELNUTS, TREE NUTS, KIWI, AND SHELLFISH**. It is therefore necessary to **ban these food products from school premises and all school activities that take place off school grounds**. Please cooperate fully with this request!



We ask as well that students, staff and visitors not wear strong *scented products* to school as we have a number of asthmatics and people with a high sensitivity to strong scents.



Thank you for your cooperation and support in keeping us safe!

Vegetable Sale

We will be holding our annual Thanksgiving Vegetable Sale again this year. The cost of each bag of vegetables will \$8.00 this year and will arrive just in time for the Thanksgiving holiday! An order form was sent home earlier this week. Please let us know if you need an additional copy.

Public Health

Our public health nurse again this year is Ms. Michelle Inder. Her regularly scheduled days with us are Tuesday and Friday mornings. If you have any questions or issues you'd like to speak to her about, please call the school and leave a message for her.



Curriculum Night

September 29th, 6:30 – 8:00 pm

We have scheduled Curriculum Night for **Thursday, September 29th**. All parents are asked to meet us in the gymnasium at 6:30 for a short information session and some refreshments. Sessions with individual classroom teachers will follow in your child(ren)'s respective classroom(s) beginning at 7:15 pm. This is a very important meeting and ALL parents are strongly encouraged to attend as information about curriculum outcomes, assessment practices, teacher expectations, and school policies, will be presented.

Office Hours

If you need to contact the office, our secretaries hours are from 8:00 – 4:00 on Monday through Friday.



Breakfast Program Volunteers

With the help of Ms. Rose Marie Bennett, our Social Worker, we are very fortunate to have our breakfast program up and running with volunteers in place for each day of the week. This is a considerable commitment from these individuals and more volunteers are always welcome to lighten the load. If you can help us out, please contact the school. Breakfast begins at 7:40 each morning. Remember there is **no entry on school grounds after 7:30 am** as many of our children are starting to arrive after that time.



Medication Policy

Parents are reminded that the only medication that can be administered by school personnel is that which has been prescribed by a physician AND only after the proper paperwork has been completed and filed at the office. If your child has to receive prescription medication during the school day, please come to the school and personally make the proper arrangements.

School Fees

The Provincial Government instituted a School Fees Grant so as to reduce the amount of money parents have to pay out in order to return their children to school. This grant covers student agendas, workbooks, student insurance, technology fees, extra photocopying, music recorders, etc.

A few things should be noted about this program:

1) Students will be given one copy of materials needed. However, if that copy is lost or destroyed, **it must be paid for.** 2) The grant does not cover personal student materials (pencils, exercises, etc), field trips, or special local courses such as downhill (Grade 6) and cross-country skiing (Grade 4), Outdoor Education (Grade 5), or swimming (Grade 5).

Daily Schedule

Kindergarten Morning Session

First Bell 8:35
Class Begins 8:40
Class Ends 11:40

Kindergarten Afternoon Session

Class Begins 12:55
Class Ends 2:55

Grades 1 -6

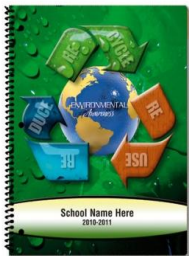
8:15 am students enter school
8:35 am start of first instructional session
10:40 am recess
10:55 am start of second instructional session
12:15 - 1:15 LUNCH
1:15 start of third instructional session
2:50 afternoon dismissal

Important Note

Morning supervision of students begins with the arrival of the FIRST BUS at 8:15 a.m. Walking students or those dropped off by parents should not arrive on school grounds before that time as there is no supervision provided.

Student Agendas

All of our students have been provided with a student agenda through the School Fees Grant.



If used **properly**, this agenda is a very effective means of helping students organize their work and a tool for daily home-school communication.

Parents are asked to:

- a. ensure that students use these agendas on a daily basis
- b. check the agendas each night for assigned work **and/or** notes **from the teacher**
- c. use the agenda to write notes **to the teacher** instead of a separate piece of paper. This provides a paper trail for both you and the teacher and ensures messages are received. Slips of paper can easily get lost!
- c. sign the agenda when homework is finished.

This year, **R & R Catering** is our cafeteria services provider, operated by Mrs. Eunice Taylor. Ms. Augusta Bennett and Ms. Ruth White are employed in the kitchen this year.

Our operator takes service suggestions under consideration and makes adjustments to the menu where possible. It must be remembered that the cafeteria must operate within restrictions placed on it by the School Board and the Department of Health, therefore all food items offered must fall within established guidelines. Western School District's new Nutrition Policy is now in full effect and must be adhered to, both in the cafeteria as well as the decisions we make regarding the snacks and refreshments we can allow parents to send to school at times like Halloween, Christmas, Valentine's Day, etc. Further information will follow throughout the year on the implications of this policy.

Any inquiries regarding the service should be directed to Mrs. Taylor by calling the school. Teachers are not involved in this service in any way. **Please, no requests to charge items.**

Le recyclage à l'École C.C. Loughlin

Last year's recycling efforts raised over \$6000 for our school. Recycling is an easy way to raise money for the school since the MMSB matches the usual refund of five cents and pays **ten cents** for school recycling. This money allows us to do many things for our students. Please continue to recycle and remember that if you are dropping recyclables off to the school, drop them off in front of the main entrance. You may also drop them off at Scotia Recycling and have them credited to the Loughlin account.

We realize many families may be recycling at home for themselves or for other organizations. That's great! **It is our desire to have all Loughlin families environmentally friendly and recycling no matter where the proceeds for the recycling go.**



Cafeteria



Cell Phones

Recognizing that many parents want their older children to carry cell phones in order to be able to communicate with them **after school**, especially students who go to daycare after school, students are permitted to carry their cell phones to school in their bookbags. They are to be turned off at all times while on school property.



One of the major issues with cell phones is their ability to make both audio and video recordings, which violates the privacy of others who may not have consented to such recordings. Issues of student safety have been raised as well with students using cell phones to text each other, individuals outside of the school, and so on. Further, the internet capability of many handheld devices leaves the World Wide Web (and all of the inappropriate content one can find there) accessible to your child without adult supervision. We are sure you can appreciate that we want to keep our

children safe from all of these potential hazards. If a staff member observes a student using a cell phone, in any manner, on school property, it will be confiscated and returned only to the student's parent upon meeting with the Administration.

Further to this, any device used to make audio or visual recordings of individuals within the school will also be confiscated.

Respect our Neighbours

Our neighbours across the street on Citadel Drive have expressed a concern about parents littering on their property while they are waiting to pick up their children.

These folks are very kind and have absolutely no issue with you parking in their driveways while you wait. Unfortunately, they are coming home to find litter (beverage containers, cigarette butts, etc) in their driveways that they then have to go out and clean up.

Please be respectful of their personal property, especially since they are kind enough to allow you to park there, and refrain from discarding any form of garbage or other refuse onto their driveways and lawns. C.C. Loughlin has a reputation for our respect of the environment; please continue to uphold this reputation at all times and in all places.



Fall Book Fair

Our annual Scholastic Book Fair will be held on November 2nd and 3rd. More details to follow soon. Please contact Mrs. Coffin if you'd like to volunteer some of your time.



School Pictures

Provincial School Studios will be here to take school pictures on October 26th (K-3) and October 27th (4-6).



National Student Leadership Conference

As many of you may be aware, Corner Brook Regional High is hosting the Canadian Student Leadership Conference from September 27, 2011 through October 1, 2011. This is a monumental undertaking with approximately 1000 student leaders coming to Corner Brook from all regions of the country. Students from away must be billeted. The High School is looking for families in the area who are willing to billet senior high school student leaders. The billeting family will provide accommodations for 5 nights (Tuesday – Sunday) and 5 breakfasts. Limited transportation duties are also required. Please consider becoming a host family and providing your own children, even if they are still young, with this valuable cultural exchange experience. More information on the conference can be found at www.cslc2011.ca

C.C. Loughlin Fall Close-Outs

Daily Physical Activity Teacher Training

Friday, September 23

Professional Development Close-Out

Monday, September 26

Professional Development Conference

Thursday, October 20

Friday, October 21

Thanksgiving Holiday

October 10

Remembrance Day Holiday

November 11