



2001 Panorama Drive
Port Moody, BC, V3H 5G8
604-461-7680

Newsletter #1 - September, 2011

SEPTEMBER START UP

This year, start up at Aspenwood looked a little different than it has in the past few years. On Tuesday, September 6th, students reported to their teacher from last year. Each child was given a piece of paper with information regarding their placement for the 2011 / 2012 school year. We were given permission to organize immediately because of our unique circumstances. Our classes are full, we have no more room and so reorganization is not an option.



In May and June of last year, classroom teachers and our Student Services Team worked to place students in their classes for the school year. Kindergarten teachers placed our new grade ones into their classes, grade one teachers placed our new grade twos in to their classes and so on. Class rosters were reviewed to ensure that each placement offered students an opportunity for academic success, social and emotional development and friendships. Parental requests were accommodated where possible .

The class building process also ensured that the ministry guidelines were met for class size and composition. Thanks so much to all those who contributed to this process.

CONSTRUCTION AT ASPENWOOD

The construction area continues to be fenced off and the entrance on the east side of the school will be temporarily closed. The parking lot on the side of the school will also be closed. The school will receive an additional parking lot, but it will be much smaller, limiting the parking spaces around our school. **For this reason we ask that you walk your children to school if at all possible.**

As construction continued over the summer, we are closer than ever to the finish line. The portable ramps will be removed. Staff and students in the portables will enter and exit from the east side of the portables. New pathways will be built; as well as retaining walls around the addition. Meanwhile inside - plumbing, heating, electricity are installed and the drywall is going up.

We are going to be ‘camping’ for a while longer. We are holding classes in the Multipurpose Room, Student Services Room and the computer room. It will be school as usual for staff and students despite our cozy circumstances.

We are all excited to be in our newly renovated school in just a few short weeks!

ASPENWOOD BELL SCHEDULE

Grades 1 – 5 (Regular and Montessori Program):

8:40 a.m.	Warning bell
8:45 a.m.	Classes begin
10:20 a.m. to 10:35 a.m.	Recess
12:05 p.m.	Lunch
12:20 p.m.	Students finish lunch and commence noon hour activities
12:50 p.m.	Warning bell – return to classes after lunch
12:55 p.m.	Classes resume
2:40 p.m.	Dismissal

Montessori and Neighbourhood Kindergarten programs will have a different schedule until Wednesday, September 14th, at which time, all full day kindergarten students will be follow the same schedule as students in Grades 1 to 5. If you are unsure of your child’s schedule, please contact your child’s teacher for the gradual entry plan for their kindergarten class.

ADMINISTRATION

Ms Birnie Principal

Mr. Wright

Vice Principal

ENROLLING TEACHERS

<u>Div.</u>	<u>Grade</u>	<u>Teacher(s)</u>
1	3/4/5 (Montessori)	Mrs. Vashisht
2	3/4/5(Montessori)	Mrs. Macalister
3	4/5	Mrs. Greenhow/Ms Gountas
4	4/5	Mrs. Kemp
5	4/5	Ms Kirkhope
6	4/5	Ms. Bird
7	4/5	Mr. Bird
8	3	Ms. McIntyre
9	3	Ms Pass
10	3	Mrs. Stone
11	2	Mrs. Schienbein/ Mrs. LeNabat

<u>Div.</u>	<u>Grade</u>	<u>Teacher(s)</u>
12	2	Mrs. Killy
13	2	Mrs. Trask
14	1	Mrs. E. Jung
15	1	Mrs. Alibhai
16	1	Mrs. Kenner
17	K	Mrs. Seto
18	K	Mrs. C. Jung
19	K pm	Ms Diachuk
20	K pm	Mrs. Gullacher
21	K/1/2 (Montessori)	Mrs. Saeed
22	K/1/2 (Montessori)	Mrs. Shinoda

NON ENROLLING TEACHERS

Mrs. Coutts Library / Technology
Ms. Irvin Counsellor
Ms Gountas Student Services
Mrs. Lundin Music

Ms Fernandes Student Services
Ms. Goerzen Student Services
Mrs. Lincoln Student Services
Mrs. Mankoo Student Services

Support Staff

Mrs. Dorcas Secretary
Mrs. Boey Teacher Assistant
Ms Duncan Grant SEA
Ms Nawakowska SEA
Ms Rose SEA
Mrs. Jordan Noon Hour Supervisor
Mrs. Schwartz Noon Hour Supervisor
Mr. Chabot Caretaker (2—10:30 pm)

TBA 15 hour Secretary
Jacqueline Dobson SEA
Ms Jewel SEA
Ms Petersen SEA
Mrs. Rudlang Noon Hour Supervisor
Mrs. Wong Noon Hour Supervisor
Ms Ulmer Caretaker (6 am—12:30)

STUDENT ABSENCES

We are in the process of implementing an online absence reporting protocol. Stay tuned for more information.

In the meantime, if your child is going to be away for any reason, please email our office subject line student absence at aspewood@sd43.bc.ca or contact our office at **604 461 7680** or to let us know. But if your child is absent due to illness, it is important to inform the office.

It is always difficult for children to stay home from school. They worry about missing important work and they miss their friends and their teachers. Sometimes children do not always understand what is best in these circumstances.

Children need to stay home if they are sick to make sure that they get the rest they need and so that they don't spread germs to others.

There are several things you can do to reduce your chances of getting sick with the flu, and to avoid passing it to others if you are infected.

Wash your hands often and for at least 20 seconds with soap and warm water, and always after you cough or sneeze. An alcohol-based hand cleaner also works if your hands do not look dirty. This is one of the best ways to protect you from the flu!

Practice good cough manners. Cover your mouth and nose with a tissue when you cough or sneeze, or cough into your upper sleeve if you don't have a tissue. Throw the used tissue into the garbage right away and wash your hands.

Stay away from people who are sick. You should especially try to stay at least three feet away from people sick with the flu.

Try not to touch your eyes, nose or mouth. This is a common way to spread germs.

Let's all work together to keep Aspenwood community healthy!

STUDENT AGENDAS

This year students in Grades 1 through 5 will be using a Student Planner. Planners will be distributed to students during the first week of school. The cost of **the planner is \$10.00** and can be paid through the office. If you have any questions or concerns about the purchase of this item, please contact Ms Birnie or Mr. Wright.

WEST COAST RECESS

We believe that children need to get outside into the fresh air at recess. They need an opportunity to run and play with their friends so that when they return to the classroom, they are ready to focus on their learning. As well, with our daily physical activity requirements, this is a perfect opportunity to get moving.

On the west coast, we could enjoy many more days of the beautiful weather we have been enjoying or we could experience weeks of rain. The fall season is here and so is the rainy season. We will be sending children outside to play at recess rain or shine. We ask parents to be sure that children are dressed for the weather.

In extreme weather, children will remain inside.



SCENT SENSITIVITY

We have a number of staff and students who are especially sensitive to scents and fragrances so we are asking our students and their families to be especially aware of any and all perfumes and colognes and to refrain from wearing them at school.



NUT ALLERGIES



The number of students that have life threatening nut allergies appears to be increasing. It can be extremely frightening for parents of children that have this allergy. The presence of **any** peanut product (nuts or oil), even if baked into cookies or cakes, can present a **life-threatening** situation. Even a trace of peanut residue on a desk or book could be life threatening.

We are requesting that you avoid sending peanut products in your child's recess snack or lunch, if possible. In the event that a student does bring foods to school that include nuts or peanut butter, he/she will eat their lunches and recess snacks in a separate location. Students should then wash their hands thoroughly after eating.

Because many younger students do not know what is in their lunch, the best way to deal with this is to avoid sending nut products to school and save them for home time.

Thank you, in advance, for helping us to ensure a safe environment for all of our students. Your cooperation will be very much appreciated. If you have questions, please contact the school.

SUPERVISION BEFORE AND AFTERSCHOOL

Supervision of students begins at 8:30 am. We would strongly caution children arriving before supervision, and to stay out of the forested area surrounding the school.

AN AUTISM ASSIST DOG IN THE SCHOOL

What should you expect?

An autism support dog is intended as a safety aid for a child with autism who tends to "bolt" and run away, causing a safety concern. When properly trained, he should not pose an inconvenience to any of the students or staff of the school; although it is not uncommon for students and/or staff to raise concerns over fears or allergies. Whenever possible, a general inquiry should be made in regards to this issue ahead of time, so that alternative arrangements can be made regarding the student's class schedule, if necessary.

In the classroom, the child is preferably assigned to a seat that is easily accessible to the autism support dog and will provide sufficient room for their dog lie under, or near, the desk. The full-time SEA is responsible for the dog at all times and should never leave him alone unattended. If they must leave the dog for any reason, they should always ask someone to supervise the dog. It is also be important to note that the SEA is responsible for attending to the dog's needs. This includes providing fresh water during class breaks, and taking opportunities throughout the day to take the dog to the bathroom, and pick up after him.

How should you behave around an autism support dog?

While the dog is wearing his jacket, he is working. We ask that you not touch, talk, nor offer any food to him during this time. Getting his attention takes him away from the job he is doing, and could put the child in danger.

That doesn't mean that you can't pet the dog at all, but you should always ask if that would be okay first. People wishing to pet the dog, should only ask permission when the dog is at rest, and not while working.

It's also important that you do not feed the dog at any time. This cannot only distract him from his work, but it could also develop into a permanent habit of scavenging or begging, that will cause ongoing problems for the handler.

How should an autism support dog behave around me?

Autism support dogs receive their own etiquette lessons during training, so they should behave appropriately in all situations. The Autism support dog should be well behaved at all times (no jumping up, barking, or pulling), and be settled when not working. When working or at rest, the Autism support dog should avoid temptations such as begging or scavenging for food, or chewing objects around them. The Autism support dog should respond to the handler's commands and maintain its concentration. He should not be soliciting attention from the other staff or students. It's important that an Autism Support Dog maintains his social behaviour and working skills so that he may retain his certification as a certified service dog. If bad habits are ignored, or encouraged, it could put his job at risk. We can all help by playing by the rules!

If you require any further information, or if you have any concerns, please contact:

Autism Support Dogs

Tel: (604) 940-4504

Fax: (604) 940-4506

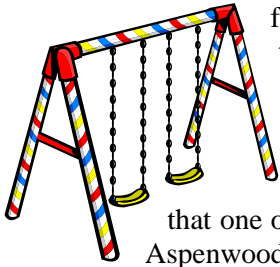
Email: guidedog@telus.net

Website: www.bcguidedog.com

PARENTS ON THE PLAYGROUND

Aspenwood parents are always welcome on the grounds of Aspenwood Elementary School! Many parents, grandparents, aunts, uncles, brothers and sisters are very familiar sights to all of us at Aspenwood. It is a pleasure to see our students' extended family members take an active role in our school community.

However, some of our young children and those children who are new to our community may not recognize the friends and family of other students. They see strangers on the playground. It is difficult to help children develop the skills to deal with 'Stranger Danger' when they see strangers every day on their playground. In order to accommodate our extended family and help our students differentiate between those groups, we would respectfully ask that all visitors who are on the school grounds between 8:15 am and 3:00 pm, to please check at the office and get a visitor's pass.



We understand that these extra steps may be cumbersome and even annoying. However, we do know that one of the top priorities for everyone in the community is student safety. Thank you for helping us to make Aspenwood as safe as possible for all the children.

STUDENT SAFETY

This is a friendly reminder to parents to review with their child(ren) the need to *Watch Out for Cars* and the proper use of crosswalks. Parents who must drive their child(ren) to school should be aware of the No Parking signs in front of the school and obey them. Parents should **NOT** leave their cars to walk students into the school. When you set rules for your child, you expect them to be followed. If you ignore the rules, the message you give to your child is: rules don't need to be followed. Hmmm, do you really want to do that?



The pick up and drop off process seems to be working well this year. Congratulations! The hard work at the beginning of last year has surely paid off.

Safety in school zones is a high priority for all members of the community. The Bylaw Enforcement Section of the City of Port Moody will be conducting strict enforcement of street and traffic regulations near our schools throughout the school year. Please be reminded to obey all traffic laws and signage, drive cautiously, and yield to pedestrians. Congestion around school zones can be alleviated by parking one or two blocks away from the school when picking up and dropping off children; remember to always give yourself extra time to arrive safely.

The most commonly ticketed offences in school areas are: parked on left side of highway (facing wrong direction/crossing centerline), parked obstructing traffic (includes vehicles stopped in travelled portion of highway even if letting off passengers), and parked/stopped where prohibited by traffic control device (includes vehicles stopped to let off passengers).

Questions and concerns regarding street and traffic violations in school zones can be forwarded to the Bylaw Enforcement Section at 604-469-4697 or bylaw@cityofportmoody.com. Moving violations such as speeding and aggressive driving should be reported to the Port Moody Police non-emergency at 604-461-3456.

After school, students are supervised until 2:55 pm. Any student who has not been picked up at that time will be asked to come back into the school and wait in the foyer for their ride. We ask that parents remind their children that if they have not

been picked up they should come back into the school and report to the office. They should not walk home by themselves - unless parents or guardians have arranged that ahead of time.

DOGS ON THE PLAYGROUND

Dogs on school property can create concerns around liability issues, student safety and hygiene. There are areas on the school property where dogs are creating a bit of a safety hazard. Along the front sidewalk, the space is very limited and sometimes, students have had to step into the street to make room for passersby with dogs.

We would appreciate it if the dogs were not walked along the front sidewalk but on an alternate route – the sidewalk next to the road above the parking lot. We would ask that all dogs on the schoolgrounds and the neighbouring walkways are on a leash when school is in session. Please be aware that we have many children, as well as some parents, who are very afraid of dogs. We were very pleased at the positive community response to our concerns last year. Thank you for continued your support.



GARBAGE AND RECYCLING

At Aspenwood, we believe that it is important to teach our children how to be a steward of our environment. We need to take care of this place so that we can continue to benefit from our surroundings and so that those who come after us will be able to enjoy the beauty that we now do. Our staff and students are very aware of the strategies we are putting into place for conservation. The three R's; RECYCLE, REUSE and REDUCE are very much a part of the language we use everyday. We know that this is not just happening at school, Aspenwood families are very environmentally aware. Our community celebrations on Earth Day reminds us of how dedicated our community is to going green and being environmentally friendly. Sometimes, with even the best intentions, problems can still occur. We have more students than we ever had before. With the extra number of students, comes an additional output of garbage and recycling.

LITTERLESS LUNCHES

We are encouraging students to bring litterless lunches. This would mean that children would bring their lunches and snacks in containers that can be reused. For example, instead of using juice boxes, a reusable bottle would be used. We would ask that children take home any recycling or garbage from their lunches. Younger students will be supported by their noon hour monitors and buddies.

Here are some guidelines for going litterless;

1. Use reusable containers for snacks and lunches
2. Cut down on the items with a lot of packaging.
3. Use a leak proof container for transporting "messy garbage" home.



INTRODUCING SD43 Eforms

At the beginning of the school year there are a necessary number of forms that we need you to complete. Thank you for taking the time to do this for us. This year at Aspenwood, we are participating in a district project for online forms. You will notice that most of the usual September forms are now online rather than printed. The following forms must be completed online at:

www.sd43.bc.ca/aspenwood Click on eForms

REQUIRED FORMS	Complete 1 form per child each school year
<u>School Policy Form</u>	Read the various policies and guidelines in this online form and discuss them with your child as you complete it. This form is required for each and every student each school year.
<u>Medical Alert Form</u>	Complete this online form ONLY if your child suffers from a medical condition the school must be aware of (this form may not be available until early next week).
<u>Volunteer Form</u>	Complete this online form if you think you may be volunteering at our school (e.g. school field trips or events). This form is required every 5 years for all parent volunteers**. Even if you have filled out a paper copy of this form we are asking for this year only that EVERYONE who wants to volunteer to please complete this form.
<u>Volunteer Driver Form</u>	Complete this online form if you think you may be driving for school field trips or events. This form is required each school year for all parent drivers**.

****Please note that in order to volunteer, you must also submit a copy of a criminal record check (every 5 years). An ICBC driver's abstract is required every school year for volunteer drivers..**

Once you have completed the forms click on the **Green** submit button at the bottom of each form. Repeat as necessary. If you have trouble with any of the online forms, please contact the office at 604-461 - 7680.

All school forms previously sent home with students and those in our planners are now online. These forms are very important and parents are encouraged to complete them as soon as possible. Please review School District #43 (Coquitlam) Policies which give information regarding codes of conduct regarding communication, protocols, and district standards of department

PARENT AND STUDENT INFORMATION PACKAGE

You will soon be receiving forms that we need you to fill out and return to the school **as quickly as you can.**

The information requested is very important to us and needs to be updated each year. Please bear with us and thank you for your understanding in this area. The following forms will require your attention:

Student Information Verification Form



This document is very important and must be updated every September and throughout the year as soon as circumstances change (e.g. Daycare). *All you need to do is mark any changes on this form. Please sign the form and return it so that we know it has not been "lost" or "forgotten" even if there are no changes to your information. Please add only "pertinent" information to this form. Coming soon, watch for it!*

Student Identification Emergency Release Form (School Emergency Preparedness Program)

Please complete all sections of this part of the package and return to the school. Please try to complete this form as accurately as possible.



VOLUNTEERS AND VOLUNTEER DRIVERS IN AT SCHOOL.

As in past years, we acknowledge that school volunteers provide a valuable contribution to the successful operation of our school. The support volunteers provide to Aspenwood students has a direct and positive influence on the quality of education for our students.

Volunteer activities include:

- Volunteering with small groups or individual students;
- Assisting students with special projects;
- Assisting with coaching opportunities
- Providing transportation and supervision on field trips and extra-curricular events; and
- Assisting staff with organizational tasks.

While encouraging volunteer involvement in our school, we are also committed to providing a safe, secure and caring environment for all our students. The Board of Education of School District No. 43 (Coquitlam) recently reviewed updated volunteer procedures, which are now in effect. To support this, we ask that volunteers fill in the "Volunteer Application Form". If your volunteer duties are not under the direct supervision of a staff member you will be asked to provide evidence of a criminal record check. Volunteers who have already completed this process are asked to review their criminal record check no less than every five years. A 'volunteer's code of conduct' is also available from the supervising staff member.

Volunteer drivers must provide a criminal record check and a driver's abstract. Volunteers are also asked to complete the "Volunteer Driver Certification" form.

Please note that students who weigh 18 kg (40 lbs.) or more must be restrained in a booster seat until they are at least 9 years old or reach 145 cm (4'9"). Booster seats are to be provided by the student's parent or guardian.

If you have any questions regarding volunteers at Aspenwood or the process, please do not hesitate to call the school.

STUDENT SERVICE

Our Student Services team is available to support students in need of extra help. Many students are already part of an established caseload. New referrals come from the classroom teacher. If you have a concern about your child's progress, you must speak with the classroom teacher who can then access our School Based Team if needed. At that time, plans can be discussed about how to support the student. Priorities are set based on a variety of reasons, including need and resources available.

SPECIAL EVENT ASSEMBLIES

Throughout the school year, our community will gather for fine arts performances, special holiday presentations and school wide event assemblies. Parents and guests are always welcome to attend these assemblies. Notice of such assemblies will be communicated through flyers, newsletters and on our school website.

TRUSTEE LIAISON ASSIGNMENT FOR 2011/ 2012

Every school year, a trustee is assigned to schools in the district. Our school trustee liaison this year is Melissa Hyndes.



Phone: 604 469-8700
Cell: 778-839-8707
Fax: 604 469-8718
email: mhyndes@sd43.bc.ca

Melissa Hyndes
Chair

Melissa Hyndes is a resident of Port Moody and is married with three children. A former Telus employee, Melissa has taken Business Management courses through BCIT and was working towards a certificate in Business Management before retiring to raise her family. Her background in education comes from volunteering at the school level for nine years and at the District level with the District Parent Advisory Council for six years, the last two as President. Now serving her second term as a School Trustee, the last three as Board Chair, Melissa is committed to ensuring that students of all capabilities have a right to an education that enhances achievement, shaping productive and responsible citizens.

Melissa believes that working collaboratively with all stakeholder groups will support an open and effective School Board, and also believes that honesty and integrity will make for responsible and accountable decision-making. Trustee Hyndes believes the common goal should be to protect and uphold the integrity of the public education system in British Columbia. Together we can make that goal a reality.

COQUITLAM SCHOOL DISTRICT WEBSITE

Our district web page contains information about our school district including upcoming events and district programs.

<http://www.sd43.bc.ca/Pages/default.aspx>

ASPENWOOD SCHOOL WEBSITE

Our school web page contains newsletters, a school calendar and other important information about our school.

<http://www.sd43.bc.ca/elementary/aspenswood/Pages/default.aspx>

TERRY FOX RUN

Friday, September 30th will be an exciting and energetic day for Aspenwood, with National School Terry Fox Run. Details will be posted on the school website.



FRUIT AND VEGETABLE PROGRAM

The program is designed to deliver 2 servings of fresh and ready to eat fruits or vegetables to our school every other week (bi-weekly) for 14 selected weeks. The snacks provided are not intended to replace breakfast, recess or lunch. The produce is meant to be consumed in a classroom setting. It is not a substitute for breakfast, recess snack or lunch. The produce supplied is never to be sold.

All fruits and vegetables provided will be BC grown when possible. Our goal is to introduce children and communities to new varieties of produce. Whenever we choose to out-source produce we will continue to use BC suppliers so that we are still contributing to BC's agriculture.

The Fruit and Vegetable program will begin this week!!

KEEP ACTIVE AND KEEP STRONG

Back to school also means the start of organized activities and sports for many young people. Children and youth need to take care of their bodies in order for them to have fun and perform optimally physically and in school.



To help your child be at their best, provide support to:

- Keep well hydrated throughout the day - water is needed for many basic functions in our bodies
- Follow a healthy diet - Eat 3 meals and snacks every day, choosing foods from each of the 4 food groups
- For most children, there is no need to supplement any nutrients if a balanced diet is followed
- Make sure they get adequate sleep - school age kids need 8 – 10 hours per night
- Be smoke-free, talk to your children about the dangers of smoking and ensure their environment is smoke-free.

- Be active – it is recommended that children have at least 30 minutes of activity everyday
- Role model healthy behaviours – after all, you have the most influence over your child’s health choices.

GREENING ASPENWOOD

This year we are committed to reducing the amount of paper we send home from school and from the PAC. Newsletters etc. will be distributed as much as possible electronically, via email. Please be sure to email aspenwood@sd43.bc.ca to indicated which email address you prefer. Be sure to put EMAIL SCHOOL COMMUNICATION in the subject area of your email. Paper copies will be made available if email is impossible for you. Please note in your email if you are willing to have the office share your email address with the Aspenwood Parent Advisory Council.

Thank you

PARENT FEEDBACK OPPORTUNITY

How was school start up for your child this year?

You can email your reflections to Aspenwood@sd43.bc.ca