

Hazel Trembath Elementary School



1278 Confederation Drive,
Port Coquitlam, B.C.
V3C 6L9

Phone 604-941-0517, Fax 604-937-8016

October 30, 2015

Newsletter # 2

Upcoming Events:

Nov	04	Picture Retakes
	10	Remembrance Day Assembly
	11	Remembrance Day - no school
	20	School Closure - No School
	30	Recognition Assembly 9:00am
Dec	10	Parent/Teacher Interviews - Early Dismissal 1:45
	16	Christmas Concert 9:15am/6:30pm
	18	Last day before Winter Break
	18	Gingerbread Houses & Men/PJ Day/Movie
	21	Winter Break begins
Jan	04	School Re-opens/Gymnastics starts

The following is a list of the divisions, grade level and teacher names:

Div.	Grade	Teacher's Name
1	4/5	Mrs. Bonnet
2	4/5	Mr. Gabiniewicz
3	3	Ms. Hamilton
4	2/3	Mrs. Gilligan
5	1/2	Ms. Kirsten Hide
6	K/1	Mrs. Kask
7	K/1	Ms. Dawson/Dorman

Terry Fox Run

This year we raised and presented \$2,202.98 to the Terry Fox Foundation. Thank you to all of our fantastic school community for your efforts in supporting the Terry Fox fundraiser.

School Closure day:

There will be **NO school on Friday, November 20th** as this is a School closure day..

Student Absences:

For the safety of all students we request that you call the school before 8:50 a.m. and either relay the information to Mrs. Morin or leave a message on the answering machine with any student absences, whether it be for the entire day, half a day or to report that the student will be late. Please remind your child that they are to check in at the office when they arrive late. If

a student is marked absent, it is our procedure to call the parent at home first, then at work and then to call the emergency contact to ensure the safety of the student. This is a necessary, but very time consuming process, so your help in this matter is very much appreciated.

School Assemblies/Presentations:

Please be aware that parents/guardians are welcome to attend all of our Assemblies and also any special presentations that may occur at Hazel Trembath. We will hold monthly assemblies and we hope you will join us! **Our next school wide Recognition Assembly will occur on Monday, November 30th at 9:15 a.m.** Several students will be recognized from each class for their efforts to date. We will also have some class performances.

Early Dismissal – Thursday, Dec. 10th

On Friday Dec. 4th Report Cards will be sent home with students.

We will be having **Early Dismissal on Thursday, December 10th** to accommodate any parents who would like to meet with their child's teacher(s). Please advise your child's teacher if you would like to meet with them. If an interview has been requested, teachers will contact parents to set up a convenient time. If there are no concerns at this time, it is not necessary to



request an interview. Parent/Teacher communication is ongoing and an interview can be requested at any time during the school year to discuss concerns.

Traffic & Parking At Hazel Trembath:

Thank you to parents for respecting the no stopping area in front of the school. The front of the school drop off is only for those individuals who have specific physical needs. The expectation is that all families drop off children at the upper parking lots and continue down the stairs to the school. As the weather changes we ask for your extra care and vigilance when you are dropping your children off. Cars entering the upper parking lot are asked to take a large sweep to the right as they are entering and stay tight to the right when exiting the parking lot. On high volume days it is imperative that parents proceed with extra caution. Please review safety expectations with your children if they are walking to school as well. The care for our children is a collective responsibility.



DROP OFF REQUEST – Early Morning

Teachers are extremely busy in the morning preparing and planning for the day's lesson. Prior to 8:25 a.m., we cannot provide adequate supervision of our students on the playground. School doors do not open for students until 8:40 a.m., however, we will have some supervision after 8:25 in designated areas. Parents are encouraged to supervise their children until the 8:40 bell and to help establish socially responsible expectations when waiting to come in to school each day and after school before going home. As a community we are all responsible for the well being of our children. Thank you.

Traffic Safety:

The safety of our children is a top priority.

With the winter season starting and the weather being rainy and dismal, visibility may be poor on the roads. We would like to remind drivers that we have many children that walk to school on a daily basis using the crosswalks to get to school. Please take time to **SLOW DOWN IN SCHOOL ZONES AND STOP AT CROSSWALKS** to allow children to arrive at school safely.



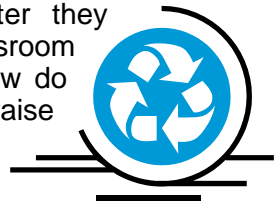
SCHOOL DAILY SCHEDULE

8:25 a.m.	Supervision begins on the school grounds
8:40 a.m.	School Bell - Students enter school
8:40 a.m.	Classes Begin
10:08 a.m.	Recess Break
10:30 a.m.	Recess ends - Classes resume
12:10 noon	Lunch Break
12:55 p.m.	School Bell – Students enter school
1:00 p.m.	Classes Resume
2:45 p.m.	Students dismissed

If your child will be absent or late, would you please notify the office by 8:50 a.m.? Phone (604-941-0517). You can also enter the absence on the school website. Students arriving late **MUST** report to the office prior to going to class.

School Recycling Program

We would like to request that all Hazel Trembath students place their plastic drink bottles, aluminum cans, drink boxes and containers in our school recycling bins after they have rinsed them in the classroom sink. It helps our recycling crew do their job and the money we raise from recycling goes right back into materials and activities for our children!



Administration of Medication to Students:

Except in emergency situations, staff can administer, or supervise the self-administration of medications to students only if the following conditions are met:

1. The medication is required while the child is attending school
2. The parent has requested the school's assistance (in writing) and has filed in a Medical Alert Form and a Request for Administration of Medication Form signed by the child's doctor.
3. The teacher/staff member has received adequate instruction from the public Health Nurse or the parent concerning the administration of the medication.

It is the parent's responsibility to obtain the above forms that are available at the school office.

Hot Lunch Days:

P.A.C. Hot Lunch Days:

The P.A.C. Hot Lunch Committee will once again be providing monthly lunches for your child. The first order form has already gone home for October, November and December lunches.

Lunch Lady Program:

We are again providing the service of The Lunch Lady Program and these lunches are provided every Thursday to students who have ordered.

District Lunch Program:

School District No. 43 offers the services of the District's elementary school meals program to our students. Nutritious lunches, prepared at the Centennial teaching kitchen, under the direction of the teaching chef, a culinary assistant and school meal co-ordinators, are delivered to our school each day. Due to both time constraints and supplier limitations, **the program cannot guarantee peanut free lunches and is not able to accommodate other possible student allergies. Order forms will be sent home on a monthly basis.** If you have any questions regarding the lunch program and support, please contact Mr. Gordon at 604-941-0517.

School Goals: 2015 - 2016

We continue to move forward in our goal areas of Writing and Social Responsibility, and we appreciate the support of our parent community as we work toward our goals. Please feel free to inquire on the progress and status of our goals and other school wide initiatives throughout the year. The staff at Hazel Trembath are planning and implementing initiatives for us to improve in our goal areas and we look forward to the rewards that will come as a result of our students' learning.

Other school wide goal areas and initiatives:

As a community, Hazel Trembath promotes Social Responsibility as a school wide goal and over the past few years has focused specifically on "*solving problems in peaceful ways*". Students will continue to use the "Three Steps" Program to make clear "I" statements to whoever is causing problems and will notify that person, that if they choose to continue with the problem behavior, adult intervention will be sought out. The idea behind these strategies is to give students the skills to advocate for themselves and to build their problem solving capacity.

We will also continue to concentrate on "**Taking Care of the Environment**". We will work together to create a "**Green**" school and establish excellence in education around environmental issues and concerns. We look forward to the growth of our school through the support of parents, volunteers, staff and students and thank you in advance for building a truly great learning community. Our school focus is to be socially and environmentally responsible. It is our responsibility to ensure a safe and happy learning environment for all students. To help achieve this, it is expected that students keep their hands and feet to themselves and that they include others while playing outside at recess and lunchtime. When students are having problems, they are expected to solve problems in peaceful ways.

One of the strategies we will be teaching students to solve problems peacefully is the use of The Three Steps. This problem solving process is outlined as follows:

Lost and Found

Please encourage your child to check the lost and found. Every year we have bags of clothes that are not claimed. Many of the items not claimed are coats, boots, and sweaters. Parents please feel free to check through the lost and found yourself.

The Three Steps: Explicit Feedback

The Three Steps will help students to solve problems in peaceful ways. It is based on a clear and straightforward process whereby students take the:

First Step by giving feedback to other students who are treating them in a way that they want stopped. If the unwanted behaviour continues, students go to the:

Second Step and inform the other student that if they don't stop, it will be their responsibility to report them. The:

Third Step is when a student reports the problem to an adult.

All students and staff members are being trained in the use of the Three Steps and we will continue our work with students to help them solve problems peacefully.

When students act out inappropriately and treat one another in unacceptable and hurtful ways, the Principal will be involved. Mr. Gordon will work with students who make unwise choices through a process called **Behavior Support**. This process involves helping students to reflect on their own unacceptable behaviour and having them think of more appropriate ways of treating

one another. Behaviour Support is a positive and dignified way to help students learn from their mistakes and to take responsibility for their actions. Part of this process is for the Principal to inform parents in the event that their child has been involved in a conflict and to let them know how the situation was handled at school. We will continue to teach all students this strategy of solving problems in peaceful ways and look forward to continued improvement in socially responsible behavior at school.

We will continue to focus on our environmental responsibilities by participating in a number of school-wide and classroom-based initiative.

Volunteering

If you would like to volunteer in your child's classroom, accompany your child's class on a field trip or drive on a field trip, please remember that you **MUST** have completed all the necessary documentation.

We **MUST** have a Criminal Record Check, a Volunteer Form and if you are driving, a Drivers Abstract and a Driver Volunteer Form.

ALSO, we **MUST** have a completed School Policy and Permission Form for every student in the school. This form must be completed every school year. If you have not completed this form for your child, please do so immediately.

****Please note that in order to volunteer, you must also submit a copy of a Criminal Record Check (every 5 years). If you are applying for a Criminal Record Check, please stop by the school office to pick up an application form and covering letter from the Principal.**

Forms can be completed online at:

www.sd43.bc.ca/hazeltrembath

Click on Parents, and then Forms

DRIVER'S ABSTRACT – How to get one:

You can obtain a printed copy of your **driver's abstract** free of charge by attending an ICBC point of service and presenting your driver's license or by telephoning 1-800-950-1498 (ICBC Customer Service). The document will then be faxed within minutes, or mailed to you. For your convenience, you are welcome to have ICBC fax your driver's abstract to our school Fax # 604-937-8016.

CRIMINAL RECORD CHECK – How to get one:

Complete the "*Consent for Disclosure of Criminal Record Information*" form. Take this form, the *Volunteer Letter from the Principal*, and picture I.D. to the Coquitlam RCMP detachment at 2986 Guildford Way corner of Pinetree Way (604-945-1550). You may receive the criminal record check on the spot or within a day or two.

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 604-941-0517

HAZEL TREMBATH ELEMENTARY SCHOOL CALENDAR 2015 - 2016

November	4	Picture Retakes
	10	Remembrance Day Assembly 9:00am
	11	Remembrance Day - no school
	20	School Closure Day - no school
	30	Recognition Assembly 9:00am
December	4	Reports go home
	10	Parent Teacher Interviews - early dismissal 1:45 p.m.
	16	Christmas Concert 9:15am/6:30pm
	18	Last day of school before winter break.
January	4	School Re-Opens
	25	Recognition Assembly - 9:00am
	29	School - Pro D Day - No School
February	2	Kindergarten Registration - (Dates to be determined)
	4	Student led Conferences/Early dismissal @1:45p.m.
	8	BC Family Day - No School
	19	District Pro D Day - No School
	24	Pink Day (Anti-bullying Day)
	29	Recognition Assembly 9:00 a.m.
March	4	2 nd Formal Report goes home
	10	Early Dismissal @ 1:45
	11	Last Day of classes before Spring Break/Theme Day
	14-25	Spring Break
	25	Good Friday - No School
	28	Easter Monday - No School
	29	School re-opens after Spring Break
April	14	Como Lake Relays
	15	District Pro D Day - No School
	20	Earth day - Litterless Lunch/clean-up & activities
	25	Recognition Assembly 9:00 a.m.
May	23	Victoria Day - No School
	25	Welcome to Kindergarten 10:30 - 12:05
	26	Track Meet
	30	Recognition Assembly 9:00 a.m.
June	6	School Pro D Day - No School
	17	Grade 4 & 5 Activity Day
	28	Grade 5 Leaving Ceremony 1:00 p.m.
	29	Last Day of School/Final Reports/Assembly 9 a.m.
	30	Administrative Day - School Closed

Community News

Check our website for upcoming events

