



Pinewood Elementary School

11777 Pinewood Drive Delta BC V4E 3E9
Phone: 604-590-3357 / Absentee Phone: 604-597-8557 / Fax: 604-597-4881

Office Hours: 8:30 am -3:30 pm

School website: pw.deltasd.bc.ca

Principal: Mr. J. Hope

Twitter @PinewoodDelta

August 26, 2019



PRINCIPAL'S MESSAGE

I hope everyone had a safe and enjoyable summer. We at Pinewood look forward to reconnecting with our students and their families and hearing about the adventures they've had over the last two months. A new school year brings an energy, excitement, and optimism with it that no other time of the year offers. The kids are usually buzzing with anticipation about seeing all their friends again and the prospect of learning new things. Some children may also be feeling a little anxious about the return to school as there is a lot of uncertainty. If that is the case, assure them that those feelings are normal and have them focus on what will be familiar to them and to trust they have the skills necessary to adapt to a new situation. To ease the students back into school, they will reunite with their previous teachers and classmates while we settle our class configurations, placements, and staffing.

This process can take several days for our staff to complete. We ask for our community's patience while we ensure we set up the school to help our learners be as successful as possible. Because circumstances are changing daily, we are unable to provide any information at this point about where students may be placed. Teachers know the students best in a school setting. Be assured that many factors are considered by the teachers as they place their students in the next grade including, but not limited to, age, social connections, personality styles, learning styles, and interests. We will make every effort to get into our classes as soon as possible so that we can settle into another successful year of learning at Pinewood!

Parents are invited to login to their Parent Connect accounts and update what information they can and to sign off on forms for various permissions required for the year. This will help keep our records up to date as this is the information used to communicate between home and school.

I can't wait to get the 2019-2020 school year started. I look forward to seeing everyone on the 3rd!

Sincerely,

Mr. J. Hope

SCHOOL INFO & REMINDERS

September 2019 Start-Up

School will re-open on Tuesday, September 3, 2019. Students and parents will be anxious to find out which teacher(s) their child will work with and teachers are anxious to meet their new students. Because of the uncertain nature of enrollment for September, students will remain in their last-year class groups and return to their last-year teacher for the first few days. Don't forget to make a meeting place outside the school for pick up at the end of the day that can be used all year, even after kids are in their new classrooms. **Parent provided information about student needs for class placement was received in the spring and additional information cannot be accommodated at this time.** Thanks for your patience as we work through these initial days.



FIRST DAY OF SCHOOL: TUESDAY, SEPTEMBER 3, 2019

Kindergarten:	All new incoming K students attend from 9:45 – 10:30 only with parents.
Incoming Gr. 1:	8:52 am: Go to <u>last year's</u> Kindergarten class through the usual door to re-connect with last year's teacher. Mrs. Quan's class will stay with her until new classes are formed. After 30 minutes, the students from Mrs. Holt's and Mrs. Warnock's rooms will move to a different classroom with available teachers as our Kindergarten rooms will be used for incoming Kindergarten students. They will work with these teachers until the new classes are formed. We will have them all use the back playground doors at the end of the day and again in the mornings and afternoons until they get their new classes.
Incoming Gr. 2-7:	8:52 am: Go to last year's teacher for the morning's instruction and the important task of determining our enrollment. There are a few exceptions: Ms. Nielsen's students will report to Mr. Henderson's room and Ms. Poirier's students will report to Ms. Edworthy in room 123 (Ms. Nielsen's old room).
<u>New students to PW:</u>	Grades 1-7 will check in at the office before joining the principal and peers in the Multi-Purpose Room.

DISMISSAL TIME IS 12:00 NOON

THERE WILL BE NO AFTERNOON CLASSES



All school supplies will be required on the first day that children *are moved to their permanent classroom* – hopefully by the end of the first week. Students can bring a pen, pencil, and some paper for the first day or two. **Please label all of your child's belongings with their name, including clothing and footwear** (unless otherwise instructed by the teacher not to do so). It will be very important to label all of your child's clothing so that we are able to identify who it belongs to before it ends up in the Lost and Found. If your child has ordered Pharmasave school supplies they will be delivered the last week of August and distributed when students move to their new classrooms.

SECOND DAY OF SCHOOL: WEDNESDAY, SEPTEMBER 4, 2019

Kindergarten: Follow the schedule given to you in June regarding what hours you will attend each day.

Grades 1 - 7: We resume our normal schedule with our bell schedule as follows:

8:45 am	Students arrive on school grounds
8:52 am	First bell - students move to yesterday's classrooms
8:57 - 10:25	Instructional period
10:25 - 10:40	Recess
10:40 - 12:05	Instructional period
12:05 - 1:00	Lunch
1:00 - 3:00	Instructional period
3:00 pm	Dismissal – please pre-arrange a meeting spot with your children – they will not be exiting through the front doors.



Staff Changes For September

We welcome the following staff members to our school:

Mrs. Sharon Sim	- School Secretary
Ms. Faith Edworthy	- Teacher
Mrs. Alana Tesan	- Teacher
Ms. Gurvir Grewal	- Teacher
Ms. Amelia Ackerman	- Support Teacher
Ms. Sherri Buss	- EA
Ms. Karen Turnbull	- EA



Absentees at the Beginning of September



If your child is going to be absent or arriving late, please send a note to the teacher via email, a sibling, or a friend informing the teacher of the absence AND phone the school absentee line (604-597-8557). Please leave a message on the machine outside of school hours or with Mrs. Sim after 9:00 am. Each morning our 'Safe Arrivals' parent verifies all unaccounted student absences, so to avoid being phoned about your child's absence please make your call before 9:00 a.m. When reporting an absence please give your child's name, teacher's name, the expected length of absence and the reason for absence. Your cooperation is much appreciated.

Pick-Up, Drop-off of Students

Traffic can be very busy at the front of our school. The traffic circle can be used as a drop off and pick up lane – it is only for a quick exit of the vehicle and pick up if the student is there and all ready to enter the car. **Please do not park and leave your car in this lane.** We have 4 visitor parking spots at the end of the traffic circle and two accessible spots as well for those with a permit. You can also leave your car on neighbouring streets and walk onto the school grounds. Please be respectful of driveways and follow all signage. Please note the new parking restrictions in front of Watershed Park. The parking lot is for staff only between 8:00am and 5:00pm and is not to be used for pick up and drop off.



Medical Alert



Several of our students have life-threatening allergies to peanuts, nuts (cashews, almonds, walnuts, pistachios, brazil nuts, pecans, macadamias), sesame seeds, fish, and shellfish. Exposure to even tiny amounts of these items – residue on a desk, a book, a door handle, computer keyboard, or a drinking fountain - may be enough to trigger a reaction. Please help us create a safe environment for them by keeping foods containing these food products at home. Several companies are now making nut-free snacks and we encourage you to look for these new products when shopping. Other

names for peanuts and other nuts include: Arachide, Arachis Oil, Beer Nuts, Goober Nuts, Goober Peas, Ground Nuts, Kernels, Mandelonas, Nut Meats, Valencias, Anacardium Nuts, Calisson, Marzipan, Pinon, Queensland Nut (macadamia). Label reading is the key to sending safe, nut-free foods to school. Please do your part to ensure our school environment is a safe one for all of our students. THANK YOU!

Staff and Student Safety

Whether you are a long time Pinewood community member or a newcomer all people including parents, guardians, and other visitors are asked to enter the school using **the main entrance and to sign in** at the office on the VISITOR clipboard and wear a Visitor badge



while in the school. This is for the safety of our students, staff, and visitors and identifies our visitors as belonging to our school community. Aside from the daily security of our building, we are required to account for each and every child and adult who is in our school during a fire drill, emergency preparation drill, earthquake drill and lockdowns (for this reason, it is also important that you sign-out when leaving). If you are picking up your child for an appointment please ask the office to page them down from their classroom. You will have to sign them out on the STUDENT clipboard on the front counter. Adults, please do not go onto the playground at recess and lunch. If you are dropping off lunches, please label them and put them on the “lunch table” in the front hallway. **We ask that people not wait around after dropping a lunch** as the front hall becomes crowded and noisy which affects the functioning of the school.

Your cooperation with this matter is greatly appreciated.

Lost and Found Procedures

Items of clothing will be hung on a clothes rack inside the front door of the school. Smaller items (jewellery, etc.) will be in a drawer in the office – please ask to see these items if your child has lost something!



Waste Reduction in Delta Schools



In all Delta schools we are working to reduce our waste. In addition to recycling paper products we are sorting organics. Students have grown accustomed to sorting their waste over the last couple years and have become more aware of the importance of a clean environment.

The Delta School District strongly encourages litterless lunches. By packing lunches in re-usable containers and not including items that have disposable packaging we can have a very positive impact on the environment. If an item is not re-usable then it should at least be recyclable. Let's make the lunchbox popular again! We want to see this happening in all our schools throughout our District. Litterless lunches, along with the new organics recycling, means we can reach our Zero Waste Challenge goal!!! Here are some suggestions for packing a “Litterless Lunch”:

1. Landfill-friendly lunch bags - Forget the paper and plastic bags! Use reusable lunch kits or cloth bags that are eco-friendly.
2. Skip the juice box - Embrace reusable, non-leaching drink containers! The new stainless steel and aluminum bottles are lightweight, unbreakable, and dishwasher friendly.
3. Use reusable food storage containers - plastics leach chemicals into food over time; consider using stainless steel or glass food storage containers for yogurt, veggies, or sandwiches.
4. Remember that not only are prepackaged foods less nutritious and more costly than homemade, they also contribute more to landfills.
5. Think of purchasing large bulk containers of food rather than prepackaged single servings.
6. Use a cloth napkin versus paper towel.
7. Use a fork and spoon from home versus plastic cutlery.

Students are reminded to make sure they have proper utensils for their lunch. If you do not send your child with their lunch and you intend to bring it before 12:00 pm, please let your child know that he/she can pick it up on the lunch table in the hallway. Please do not stay at the school to hand the lunch to your child – just leave it on the lunch table and it will be picked up from there

Communicating To Our Community

Communication with our parent group is a vital aspect of our Successful Learning Community. Our newsletter and school website (<http://pw.deltasd.bc.ca/>) are our two main avenues for sharing information with our families. Newsletters will be posted via this school website. Our administrative assistant, Mrs. Sim, will send an e-mail notification out to let you know the newsletter has been posted. Please make sure you have updated your email address on Parent Connect. If you are on Twitter consider following us @PinewoodDelta as this is another way information is shared out.



Parent Connect



Through Parent Connect <https://cimsweb.deltasd.bc.ca/schoolconnect/parentssignon.aspx> parents can have access to their child's attendance record, demographic information, emergency contact information, and grades. Parent Connect allows communication with teachers and the office and is used to book Parent-Teacher Interviews and Student-Led Conferences. Parents can also print an Info Form (Elem) or an Absence Profile. Students currently in grade 7 will use Parent Connect to select courses in high school for next year. You can access Parent Connect using your email address on file with the school. If you have forgotten the Password press “Forgot My Password” and the system will send you an email with this information. By logging into “Parent Connect”, families have the ability to update cell phone numbers, email addresses, medical and emergency contact information, emergency contact names and phone numbers, emergency release and out-of-province contact names, phone numbers, and email addresses.

Student Planners

Student Planners will be issued to students from Grades 1-7. The book is an excellent tool to help students take responsibility for their learning and to develop good time management skills. The books are used for recording homework and communicating between home and school. Each student in grades 1-7 will be bringing home a notice regarding the cost of their Student Planner. They will be distributed once the students have been placed into their classes.



Lunch-Time Supervision



Students get ample time to eat their lunches and then go outside for play time (Except in very rare circumstances where the weather is unsafe). Please ensure your child is prepared to go outside every day. Lunchtime supervision of students is provided by our team of noon hour supervisors: Mrs. Pearcey, Mrs. Neumann, Mrs. Brugger, and Mrs. Chong. They are employed to ensure the safety and well-being of students and to solve minor playground issues.

Families planning to have students eat at home, should inform the classroom teacher, otherwise the expectation is that students remain at the school unless being picked up and signed out by a parent. Students are also not to go to anyone else's house without a signed and dated letter from all sets of parents involved. **For safety, students will be required to leave by the main entrance and sign out at the office and immediately return through the main entrance and sign back in upon their return.** Parents should meet their children outside the main entrance for mid-day pick-ups, not at their classroom door. Adult supervisors are on duty throughout the school. If you become aware of problems, please contact your child's teacher or call the office.

Pets on the Playground

We know that many families enjoy walking the family dog when they accompany their children to and from school. Not all students are comfortable around animals. At Pinewood Elementary, we request that all pets are kept well away from the students. If you walk your dog to the school, please arrange to meet your child either off the grounds at the front of the school or on the grass field well away from the entrances and exits.



CALENDAR REMINDERS

Tuesday, September 3	Schools Re-open – <u>12:00 Dismissal for Gr. 1-7 Students</u> K students attend 9:45-10:30 only
Wednesday, September 4	Regular School Day (8:57-3:00) for Gr. 1-7 Students K students follow schedule given to them in June
Friday, September 13	Terry Fox Run
Tuesday, September 24	PAC Mtg. – 7:00 pm
Thursday, September 19	Open House – More details to come
Friday, September 20	Non-Instructional Day – No school for students
Monday, September 30	Individual Photos – 9:15 am
Monday, October 14	Thanksgiving – No School
Wednesday, October 23 Thursday, October 24	Parent-Teacher Interviews – 2:10-5:45 – <u>2:00 DISMISSAL</u> Parent-Teacher Interviews – 2:10-3:45 – <u>2:00 DISMISSAL</u>
Friday, October 25	Non-Instructional Day – No school for students
Thursday, October 31	Hallowe'en Parade – More details to come



P I N E W O O D E L E M E N T A R Y

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11777 Pinewood Drive Delta British Columbia V4E 3E9 Web: pw.deltasd.bc.ca
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Days in Session	188
Hours of Instruction in School Week	Kindergarten - Grade 7: 24.42 hrs.
Number of Days of Instruction	181
Minutes of Instruction in School Day	Kindergarten – Grade 7: 293 min.
Number of Non-Instructional Days	6 (District-Wide)
Schools Open	Tuesday, Sept. 3 - 9:00 am -12:00 pm for Gr. 1-7; Gr. K has graduated schedule for first 2 weeks
Open House	Thursday, September 19
Non-Instructional Day (District-Wide)	Friday, September 20
Thanksgiving Day – Statutory Holiday	Monday, October 14
Early Dismissal for Parent/Teacher Conferences	Wednesday, October 23 - 2:00 pm
Early Dismissal for Parent/Teacher Conferences	Thursday, October 24 - 2:00 pm
Non-Instructional Day (District-Wide)	Friday, October 25
Hallowe'en Parade	Thursday, October 31 - 1:15 pm
Remembrance Day Assembly	Friday, November 8 - 10:50 am
Remembrance Day - Statutory Holiday	Monday, November 11
Non-Instructional Day (District-Wide)	Monday, November 25
Report Cards sent home	Thursday, December 12
Christmas Concert	Wednesday, December 18 (Tentative)
Last day of School before Winter Vacation	Friday, December 20
Winter Vacation Period	Monday, December 24 – Friday, January 3
Schools Reopen after Winter Vacation	Monday, January 6
Non-Instructional Day (District-Wide)	Friday, January 24
BC Family Day – Statutory Holiday	Monday, February 17
Early Dismissal for Student-Led Conferences	Wednesday, February 26 – 2:00 pm
Early Dismissal for Student-Led Conferences	Thursday, February 27 – 2:00 pm
Non-Instructional Day (District-Wide)	Friday, February 28
Report Cards sent home	Thursday, March 5
Spring Break Vacation	Monday, March 16 – Friday, March 27
First day of School after Spring Break	Monday, March 30
Good Friday – Statutory Holiday	Friday, April 10
Easter Monday – Statutory Holiday	Monday, April 13
Regional Track Meet	Wednesday, May 6
District Track Meet	Thursday, May 14
Non-Instructional Day (District-Wide)	Friday, May 15 (in lieu of August Pro-D)
Victoria Day – Statutory Holiday	Monday, May 18
Sports Day	Friday, June 5 (tentative)
Year-End Celebration Assembly	Tuesday, June 23 - 10:45 - 12:00 pm
Last Day for Students - Report Cards sent home	Thursday, June 25- 8:57 - 10:25 am
Schools Closed - Administration Day	Friday, June 26

Office Hours: 8:30 am - 3:30 pm	Be on-site by 8:45 am First Bell: 8:52 am Classes Start: 8:57 am	Recess: 10:25 - 10:40 am	Lunch: 12:05 - 1:00 pm	Dismissal: 3:00 pm
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