



# SCHOOL NEWS #1

September 7<sup>th</sup>, 2017

SCHOOL DISTRICT No. 38 (Richmond)

## HAMILTON ELEMENTARY SCHOOL

5180 Smith Drive, Richmond, BC V6V 2W5

Phone: 604-668-6514 Fax: 604-668-6515

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Email: [hamilton@sd38.bc.ca](mailto:hamilton@sd38.bc.ca)

Principal: Mr. Mark Hoath

Vice Principal: Mr. Alfred Chan

School Trustee: Mrs. Sandra Nixon

Web Site: <http://hamilton.sd38.bc.ca>

## Dear Parents and Students:



We hope you enjoyed the wonderful sunny weather this summer! The staff at Hamilton extends a warm welcome to all of our students and families as we embark on the 2017/18 school year. We extend best wishes to all of our returning students and a special welcome to those of you who are new to the community, including 48 Kindergarten students. We are very pleased to welcome the following new staff to Hamilton:

- Ms. Elizabeth Nasu – Intermediate teacher
- Ms. Cindy Mei – Intermediate teacher
- Mrs. Kristina Svenkeson – Primary teacher
- Ms. Tracy Yuen – Primary teacher
- Ms. Liera Mendonca – Primary teacher
- Ms. Jonina Campbell – Primary teacher
- Ms. Astra Foisy – Kindergarten teacher
- Ms. Robyn Mesic – Music & Band teacher

Please take some time to read the first newsletter of the school year as it contains a lot of important information about the upcoming school year.

All the new staff are excited to be part of the Hamilton community and we wish them the very best in their new roles. The returning staff members are all very dedicated and outstanding educators and have contributed greatly to the Hamilton community over the years. We are confident your child will have an excellent year!

Mark Hoath  
Principal

Alfred Chan  
Vice Principal

## SCHOOL HOURS OF INSTRUCTION FOR 2017/2018

School Doors Open	8:35 AM
School Begins	8:40 AM
Recess	10:10 - 10:25 AM
Lunch	12:05 - 12:50 PM
Dismissal	2:33 PM

Students are permitted to wait in the school foyer beginning at 8:15 AM.

## SOCIAL RESPONSIBILITY AND STUDENT SAFETY

Student safety and social responsibility are very important and for many years the school has worked to ensure all students are valued and respected members of this school community.

Every Richmond school including Hamilton has developed their own school matrix which summarizes in child friendly language what we believe is important when interacting with other children or staff. The matrix also outlines specific behavioural expectations we have for all students. There will be a copy of the matrix in all classrooms and in the hallways.

All students are expected to stay on the school grounds during the school day at all times unless there is specific permission from school staff or parents. Students are not permitted to go on the gravel trail behind the school unless they are accompanied by a staff member because the children can't be seen and properly supervised at recess or lunch.

There are at least four staff outside at recess each day and four noon hour supervisors at noon hour each assigned to different parts of the school grounds to ensure we can see all students at all times. All staff wear yellow vests. The school administration supervises the front foyer/playground before school and on many days supervise the pickup of children in the parking lot after school.

Parents are expected to drive slowly through the parking lot and only drop off or pick up students in the lane closest to the school and community center.

All visitors to the school are expected to check in at the school office and pick up a visitors' badge.

There is a medical room with necessary first aid supplies and the school staff are prepared to deal with minor student injuries or cuts and bruises. Parents will be notified of more significant issues and if necessary the school will call for an ambulance in the event of a more serious incident. Parents are also notified if a child is struck in the head.

Hamilton Elementary School staff and the Hamilton Community Center have worked very closely for many years to ensure students and parents are welcomed and feel safe in the park behind the school and in the building throughout the day.

We value and actively teach our students to be safe and responsible and respectful members of this closely connected community and we are fortunate to have wonderfully friendly and caring children and supportive parents.

If you have any questions or concerns, please speak to your child's teacher or speak to the Mr. Hoath or Mr. Chan.

### **NEWSLETTERS & SCHOOL COMMUNICATION**

Parents will receive the school newsletter electronically beginning September 25th. If you would like to receive a hard copy, please contact the school office.

### **IMPORTANT DATES** **PLEASE MARK YOUR CALENDAR!**

Sep 8	Welcome Back Assembly 2:00 PM
Sep 14	PAC Meeting 6:30 PM
Sep 15	Terry Fox Run 1:00 – 2:00 PM
Sep 21	Meet the Teacher Night 6:30 – 7:30PM
Sep 22	Pro-D Day <i>(School Not In Session)</i>
Oct 6	Green Thumb Theatre 8:40 – 10:25AM
Oct 9	Thanksgiving Day <i>(School Not In Session)</i>

### **School events and activities are also posted on the school website calendar**

### **EPI-PENS**

For the health and safety of your child, if your child had an Epi-pen held in the school office last year or requires an Epi-pen, please bring the Epi-pen to the school office as soon as possible and ensure the Epi-pen does not expire during the school year. We also have a form in the office that needs to be completed "Request for Administration of Medication at School" and requires a pharmacy label.

### **PAC NEWS**



All Hamilton parents are members of the PAC and everyone is welcome to attend monthly meetings or PAC sponsored events. We are fortunate to have a very supportive and well organized PAC executive.

The Hamilton Parent Advisory Council (PAC) would like to take this opportunity to introduce its newly elected Executive and Volunteer members:

### **2017/18 PAC Executive**

Chairs – Wendy Lam & Angie Liu  
Food Day Coordinator – Krista Thomas  
Secretary – Nicole Voglmaier  
Treasurer – Linda Sabatini

Please feel free to approach any of the Executive Members with your questions, ideas or concerns. You can also send email inquiries to the PAC email: [HamiltonElementaryPAC@gmail.com](mailto:HamiltonElementaryPAC@gmail.com). Parents are welcome to join the PAC Facebook page.

Generally, PAC Meetings will be held on the second Thursday of each month unless otherwise advised.

Please note the first PAC meeting of the year will be on **Thursday, September 14th at 6:30 PM** in the school library. Free child minding is available for school age children.

### **'MEET THE TEACHER'**



On September 21st beginning at 6:30 PM there will be an opportunity for parents to meet your child's teacher. This is an informal opportunity to ask any questions and teachers will have written information about the classroom program.

### **HAMILTON EARLY WARNING NUMBER: 604-668-6516**



We are asking for your support to maintain the health of all children by keeping your child home when they are ill. Their recovery will be speeded up when they have the opportunity to rest at home. The early warning number operates 24 hours a day. Please call and leave a message if your child will be absent.

### **NON-INSTRUCTIONAL DAYS FOR THE 2017/2018 SCHOOL YEAR WILL BE AS FOLLOWS:**

- Friday, September 22 - Full Day
- Friday, October 20 – Full Day
- Friday, November 24 - Curriculum Implementation Full Day
- Friday, January 26, 2018 - Full Day
- Friday, February 23 - Full Day
- Monday, April 30 - Full Day
- Friday, May 18 - Full Day

## IMPORTANT FORMS TO COMPLETE



On Wednesday, September 13th, you will receive a package of forms and information which includes the following: school supplies, verification of medical information, earthquake emergency contacts, the walking field trip permission form, request to support fine arts performances/experiences at the school, media release form and permission to receive electronic communications from the school district. Please read these carefully and return the required information to your child's classroom teacher by September 21st.

## STUDENT PLANNERS



Again this year, students in Grades 1-7 will be given a Student Planner to use as a communication tool between home and school. Students use these books to record daily homework assignments, special reminders about upcoming school events and other information that needs to be shared between home and school. Students will be using these planners on a daily basis.

## TUESDAYS ARE HOT LUNCH DAYS BEGINNING SEPTEMBER 19TH



The PAC will be organizing hot food days on Tuesdays, beginning September 19th. Next week, an order form will be sent home. Parents are encouraged to order online from 'C'est Mon Café'.

You may order online at [www.cestmoncafe.com](http://www.cestmoncafe.com) or by contacting C'est Mon Café directly at 604-364-8210 or by email: [cestmoncafe@gmail.com](mailto:cestmoncafe@gmail.com). Students come to the foyer to pick up their

orders and eat in their classrooms. This initiative helps the PAC achieve their fundraising goals.

## WHEN PICKING UP YOUR CHILDREN



When picking up your children, we are asking parents to wait in the foyer, or outside, until 2:30 pm. This is a very important time of the day. Teachers are making this request so that there are no interruptions as they review homework and other items. Thank you for your support!

## A 'TOONIE' FOR TERRY FOX



On Friday, September 15th at 1:00 PM staff and students will participate in our annual Terry Fox Run. Students are encouraged to make a donation next week. The school hopes to raise \$500.00. Student leaders will be collecting each morning from classrooms.

## NOON HOUR SUPERVISION AT HAMILTON

The school has a reverse lunch schedule which means students go outside at 12:05 and return to eat their lunches at 12:35 until they begin afternoon classes at 12:50. Students are encouraged to bring a recess snack. The school district employs four noon hour supervisors in addition to a number of educational assistants to ensure there is adequate supervision of students. Students will be outside unless it is raining really hard so as the weather cools students are encouraged to wear waterproof jackets.

# LETTER FOR PARENTS FROM THE OFFICE OF THE SUPERINTENDENT

Please see the last page of this newsletter (the other side) for details.

September 5, 2017

Dear Parents/Guardians

As always September is an exciting time for our school District as we welcome both returning and new students to our schools. This school year starts with expected new class size and organizational structural requirements that are part of the Supreme Court of Canada decision from last fall.

School administrators, district staff and teachers have been working collaboratively to implement these new structures in a considered and coordinated manner. These new expectations are accompanied by a significant increase in teaching staff to our district, and those teachers are being enthusiastically welcomed into their schools and our educational community. We will continue to recruit and hire teachers as we work to fill these new positions as soon as possible.

At your child's school, administrators and teachers will be working together to determine student class placements and schedules over the coming weeks. These new class size and organizational structures may result in class placements and schedules being determined later into September than is normally the case. Some schools may be able to make preliminary class placement decisions and schedules during the week of September 11<sup>th</sup>, while some schools may require more time. All schools will need to consider enrolment changes over the course of September to determine final class placements and schedules by September 30<sup>th</sup>. Please know that regardless of the timing of final class placements and schedules, the staff at your child's school will be working to ensuring that students will be receiving educational programming throughout the month of September. Please connect with your child's teacher or school principal if you have any questions.

We are looking forward to another year of learning for everyone in our school district community!

Respectfully,



Sherry Elwood  
Superintendent of Schools