



## Hamilton

### Elementary School

5180 Smith Drive

Richmond, BC

V6V 2W5

**Trevor Shuto**

Principal

**Karen Burroughs-Chan**

Vice Principal

### School Schedule:

8:40 - Warning Bell

8:45 - Classes Begin

10:15 - 10:30 - Recess

11:50 - 12:42 - Lunch

2:45 - Dismissal

**School / Early Warning #  
604-668-6514**

|           |                        |
|-----------|------------------------|
| Monday    | No School - Pro-D Day  |
| Tuesday   |                        |
| Wednesday |                        |
| Thursday  |                        |
| Friday    | Fun Lunch - Bala Foods |

## Important Dates

|          |                                             |
|----------|---------------------------------------------|
| Dec 12th | Fun Lunch - Boston Pizza                    |
| Dec 12th | 1:00 - Band Concert                         |
| Dec 17th | 6:00 - Winter Concert                       |
| Dec 18th | Learning Updates Live on MyEd Parent Portal |
| Dec 19th | Fun Lunch - Pizza                           |

Hello Hamilton Families,

Newsletters in this format will be one of the main sources of communication that you can expect to receive from the Hamilton office this year.

Welcome to Hamilton. We are looking forward to another great year!

- 1. Lost and Found:** There are many lost and found items at Hamilton. We have laid them all out on tables in the foyer and reminded kids and staff to have a look. Please remind your children or pop by yourselves to have a look at the items that may have been lost.
- 2. PAC Events/Reminders:** Please scroll down for PAC Information about ordering Fun Lunch for January - March as well as fundraiser reminders. Thank you for your support.
- 3. School Zone Parking and Driving:** Please don't park in front of driveways, fire hydrants or stop in no stopping zones. Thank you to those who are following parking, driving, and safety guidelines in our school zone and parking lot. We appreciate your support in keeping our community safe.
- 4. Hamilton Community Center:** On Friday December 5th, join us as we celebrate the start of the holiday season with treats, activities and the Fire Hall's seasonal lights. Please scroll down for further information.
- 5. Learning Updates - Reports:** will go live on MyEd Parent Portal on December 18th. Please ensure that you can access / have updated your password so that you can view your child's report for term 1.
- 6. Outside Days:** As the weather changes please remember that we go outside at recess and lunch rain or shine. Please ensure that your children have the appropriate clothing for outside days and a change of clothes if you think it is necessary. This way we don't have to bother you during the day.
- 7. Visiting the School:** Parents and Visitors to the school must sign in at the office upon arrival so that we are aware who is in our building as we continue to prioritize safety around the school. Thank you for your support with this.
- 8. Affordability Fund Reminder -** The Student and Family Affordability Fund is still in place if you require financial assistance with school-related costs such as school and course fees, workbooks, specialty supplies, field trips and other school-related charges and costs. Please reach out to Mr. Shuto if you could benefit from this fund.

As always, we thank you for your support and look forward to teaching, learning with, and supporting our Hamilton students throughout the school year!

Sincerely, Karen Burroughs-Chan, Trevor Shuto and the Hamilton Staff

## Hamilton Highlights!

Throughout the year, in this section, we will highlight some important fun and learning happening at Hamilton so that families can follow along in our learning journey!

Another great week at Hamilton with lots of smiles and positivity! We introduced our students to their new “Family Teams” which are 36 teams of 10ish students from all different classes and grades that come together once a month to get to know each other and do activities together. This structure is a great way for more students to gain more connections not only from their class or their grade, but across the school! Although the rainy season is upon us, students had a blast outside at recess and lunch with the new outdoor equipment that was purchased for them to use outside. We ended this week with a fantastic performance from a Hip Hop group called Metaphor. Through a musical and interactive performance they spoke to our students about following their dreams and using empathy as a way to continue to make this world a better place by treating people with kindness and respect. Many of our students and even the staff were called up in front of the school to try signing, beatboxing, and dancing, led by Metaphor. What a great way to end the week. Hope you are all well!

## Hamilton's School Story

We continue to work with our school language / acronym at Hamilton to help build expectations and a culture of care and respect at the school.

HAWKS stands for:

H-Helpful A-Accountable W-Wise K-Kind S-Safe

The students are gaining a good understanding of what this means and how they can demonstrate this in their day to day lives. You can help by discussing the language with your children at home as well. Thank you for your support, it is much appreciated!



## School District / Hamilton Code of Conduct

This Code of Conduct is used at Hamilton and around the District to help remind all of us of the expectations in all School District Buildings as well as when participating in all School District events.

# Reconciliation, Diversity, Equity and Inclusion Calendar

This is an inclusive calendar, and living document that shares dates of significance, recognition, and celebration for members of the school community. The Multi Faith Society has created a calendar to help highlight dates of significance. Dates for each month will be highlighted here.

## DECEMBER 2025

| SUNDAY                                                                                                                                                                                                                                                                                                                                                                                                                                                    | MONDAY                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | TUESDAY                                                                                                                                                                                                                                | WEDNESDAY                                                                                                                                                                    | THURSDAY                                                                                                                                                                                                          | FRIDAY                                                                                                                                                                                                                                                                                                                                                               | SATURDAY                                                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>1</b><br> Little Spirit Moon<br> Big Spirit Moon<br> Maunajiyaras<br> World AIDS Day<br><input type="checkbox"/> Union Day (Romania) | <b>2</b><br> Int Day for the Abolition of Slavery (UN)<br><input type="checkbox"/> National Day (UAE)<br><input type="checkbox"/> National Day (Laos) | <b>3</b><br> Int Day of Persons with Disabilities (UN)                                      | <b>4</b><br> Sanghamitta Day<br><input type="checkbox"/> Full Moon (Supermoon)                                                   | <b>5</b><br> Int Volunteer Day (UN)                                                                                                                                                                                                                                               | <b>6</b><br> Nat Day of Rem / Action on Violence Against Women (Canada)<br><input type="checkbox"/> Independence Day (Finland)<br><input type="checkbox"/> Constitution Day (Spain) |
| <b>7</b><br> Int Civil Aviation Day (UN)<br><input type="checkbox"/> Pearl Harbor Remembrance Day (USA)                                                                                                                                                                                                                                                                    | <b>8</b><br> Bodhi / Rôhatsu (Awakening) Day                                                                                                                                                                                                                                                                                                                                               | <b>9</b><br> Int Anti-Corruption Day (UN)                                                                                                             | <b>10</b><br> Human Rights Day (UN)<br><input type="checkbox"/> Constitution Day (Thailand) | <b>11</b><br> Masá'il<br> Int Mountain Day (UN) | <b>12</b>                                                                                                                                                                                                                                                                                                                                                            | <b>13</b><br><input type="checkbox"/> Luciáçagen (Sweden)                                                                                                                                                                                                              |
| <b>14</b><br> Eve of Hanukkah                                                                                                                                                                                                                                                                                                                                            | <b>15</b><br> First Day of Hanukkah<br><input type="checkbox"/> Bill of Rights Day (USA)                                                                                                                                                                                                                                                                                                 | <b>16</b><br><input type="checkbox"/> National Day (Bahrain)<br><input type="checkbox"/> Bijoy Dibash (Victory Day) (Bangladesh)                                                                                                       | <b>17</b>                                                                                                                                                                    | <b>18</b><br> Int Migrants Day (UN)<br><input type="checkbox"/> National Day (Qatar)                                           | <b>19</b>                                                                                                                                                                                                                                                                                                                                                            | <b>20</b><br> Int Human Solidarity Day (UN)<br> New Moon                                     |
| <b>21</b><br> Yaldá Night<br> Tohji-taisai<br> Yule<br><input type="checkbox"/> Pancha Ganapati<br> December Solstice | <b>22</b><br> Last Day of Hanukkah                                                                                                                                                                                                                                                                                                                                                       | <b>23</b><br><input type="checkbox"/> Tenno; Tanjobi (The Emperor's Birthday) (Japan)<br><input type="checkbox"/> Festival of the Radishes (Mexico)                                                                                    | <b>24</b>                                                                                                                                                                    | <b>25</b><br> Christmas (W, E - New Calendar)                                                                                  | <b>26</b><br> Anniversary of the Death of Prophet Zarathustra<br> Kwanzaa<br> Boxing Day (Canada, UK) | <b>27</b>                                                                                                                                                                                                                                                              |
| <b>28</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>29</b><br><input type="checkbox"/> Independence Day (Mongolia)                                                                                                                                                                                                                                                                                                                                                                                                           | <b>30</b><br> Sharaf<br><input type="checkbox"/> Rizal Day (Philippines)                                                                            | <b>31</b><br> Ghambar Maidyarem begins<br><input type="checkbox"/> Ômisoka (Japan)        |                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                        |

Please see other information, events, and opportunities below!

PARENT ADVISORY COUNCIL • HAMILTON ELEMENTARY SCHOOL

# FUN LUNCH FRIDAYS

Happy New Year! Fun Lunch Fridays is back for another term! All money raised from lunch purchases will go towards supporting our children's education and programs.

## HOW TO ORDER

Visit <https://munchalunch.com/schools/hamilton> to register today.

Please note that all orders must be purchased prior to 11:59pm on the due dates indicated in each bundle. No exceptions will be made afterwards on confirmed or incomplete orders.



### BUNDLE 3

Orders due January 10, 11:59pm

JAN 16 | **SANDWICHES**  
Subway

JAN 23 | **PASTA**  
Boston Pizza

JAN 30 | **BURRITOS**  
Taco Luis

FEB 6 | **SUSHI**  
Sushi Lovers

FEB 12 | **BURGERS**  
McDonald's

### BUNDLE 4

Orders due February 14, 11:59pm

FEB 20 | **CHINESE FOOD**  
Bala Foods

FEB 27 | **SANDWICHES**  
Subway

MAR 6 | **BURRITOS**  
Taco Luis

MAR 13 | **PIZZA**  
Boston Pizza

**HAPPY SPRING BREAK!**

Fun Lunch Fridays will return April 10!



### WANT TO VOLUNTEER WITH US?

Sign up to help with lunch distribution in the foyer, 11:30am - 12:30pm:

<https://volunteersignup.org/TQECJ>

### DON'T FORGET YOUR UTENSILS!

Questions, concerns or to inform us of an absent student, please reach out at: [hamiltonfunlunch@gmail.com](mailto:hamiltonfunlunch@gmail.com)

# FUN LUNCH FRIDAYS

## REMINDERS!

- Due dates are set and cannot be extended
- Don't forget to pack utensils and napkins!
- Order soon to avoid missing out
- Create one large family order to save on credit card fees

## FAQs

**I have a question about Fun Lunch Fridays, who do I contact?**

You're welcome to email the Hamilton Fun Lunch team at [hamiltonfunlunch@gmail.com](mailto:hamiltonfunlunch@gmail.com)

**What do I do if I miss the order due date?**

Unfortunately, no adjustments can be made. The MunchaLunch website works on a pre-set schedule that we follow to ensure successful Fun Lunch Fridays every week.

**Do I have to order all the lunches from each bundle?**

No. You're welcome to purchase any number of lunches from each bundle at your liking. Please double check bundle due dates to avoid missing out.

**Help! I can't remember if I ordered lunch for my family member.**

If you have purchased a lunch, MunchaLunch will send you an email reminder the day before. You can also view your order history by logging into your MunchaLunch account, clicking View under My Order.

**Can I get a refund if I cancel my child's lunch?**

No. Cash or credit card refunds are not available. MunchaLunch processes order payments a week prior to lunch day. The website offers account credit only when you cancel your child's lunch more than a week prior to the scheduled lunch date. The credit can only be used for future lunch purchases within the current school year.

**What do I do if I ordered a lunch, but my child is absent that day?**

Please contact the Hamilton Fun Lunch team at [hamiltonfunlunch@gmail.com](mailto:hamiltonfunlunch@gmail.com) to inform us of your child's absence. We will correspond with you regarding the next steps available:

- Pick up the lunch from the main school office between 12:00pm - 3:00pm
- Give the lunch to a sibling to eat or take home
- Donate the lunch to a volunteer

**Why do I need to pack utensils for my child's lunch?**

Our restaurant vendors do not supply disposable utensil and napkins. We encourage our Hamilton families to follow the school's sustainability goals to eliminate unnecessary waste.

Thank you for supporting Fun Lunch Fridays! All money fundraised from lunch purchases will go towards supporting our children's education and programs at Hamilton Elementary School.

# REMINDER!

## Neufeld Fundraising for Hamilton School

Stock up on tasty **appetizers, meatballs, chicken fingers, salmon, croissants, cookies, pies** and more — all while supporting our school! 🍕

<https://app.neufeldfarms.ca/fundraising/2025-hamilton-elementary-c25c42d236>

 **Order deadline:** Monday, December 1, 2025 (end of day)

 **Pickup:** Tuesday, December 9, 2025 at 4:00pm

 **Location:** 5180 Smith Dr, Richmond

 **Reminder:** Sellers are responsible for picking up their customers' orders.

## Your Green Kitchen

We're excited to partner with **Your Green Kitchen**, a BC-owned company, to help raise funds for our school! **Shop eco-friendly kitchen products** — tea towels, tote bags, snack bags, and more — and support Hamilton with every purchase.

 **Shop online from November 14–December 1** at [ygkfundraising.ca](https://ygkfundraising.ca).

At checkout, please select **Hamilton Elementary School** from the drop-down list.

 **Share the link with friends and family** to help us reach our goal!

## Winter Family Photo Sessions – Hosted by Kuna Photography! 📷

 **Date:** Saturday, December 6

 **Time:** 1:30pm–7:00pm (last session at 6:45pm)

 **Location:** Hamilton Elementary School – check in at the foyer

 **Book**

online: [xmashamilton.kunaphotography.com](https://xmashamilton.kunaphotography.com)

Your **\$40 sitting fee** includes a 15-minute photo session **plus one free digital image!**

After booking, please e-transfer your \$40 to [payment@kunaphotography.com](mailto:payment@kunaphotography.com) with your **name + session date & time**.

 Additional photo purchases are available through the booking page.

# flipgive

Cashback that gives back!

Raise funds for Hamilton Elementary school

<https://shop.flipgive.com/onboarding/join?joincode=KCPJ5J>

# Personal Digital Devices

Personal digital devices should not be used unless permission has been granted. Students are expected to adhere to the Acceptable Use Guidelines and District Code of Conduct.

Read the full policy here: [sd38.bc.ca/devices](https://sd38.bc.ca/devices)

