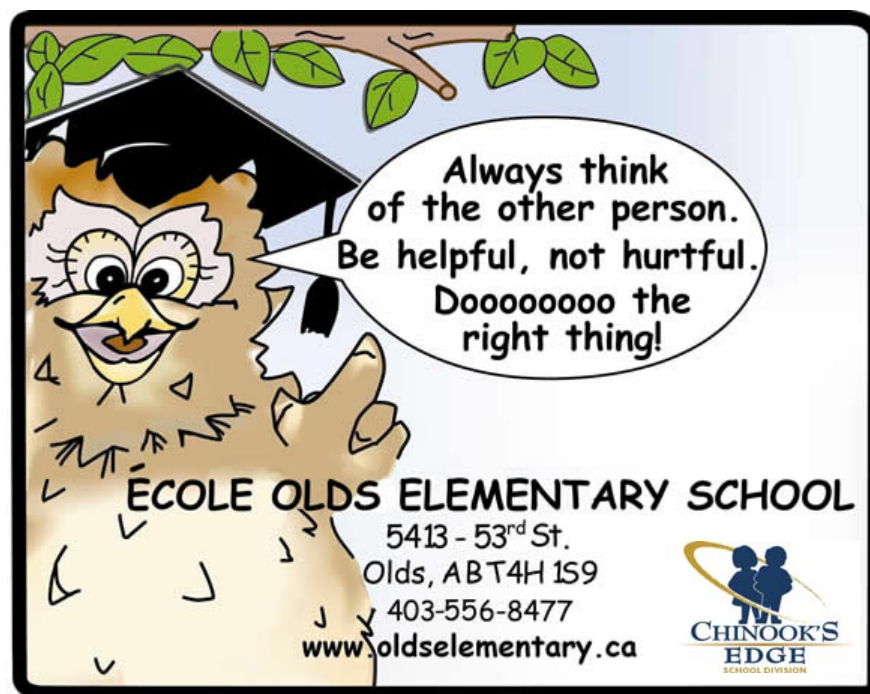


# École Olds Elementary School

Orchestrating Early Success...



# Student and Parent Handbook



2017-2018



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## Important Phone Numbers and Contacts

### **Emergency**

Fire, Police, Ambulance	911
Kids Help Phone	1-800-668-6868
Poison Centre	1-800-332-1414
Crisis Line - Counselling	1-800-779-5057
Child Abuse Hotline	1-800-387-5437
Child & Family Services	1-800-638-0715
Mental Health	1-866-303-2652
AADAC Help Line	1-866-332-2322
Crime Stoppers	1-800-222-8477

### **Local**

Alberta Mental Health	556-4204
Alberta Child & Family Services	507-8035
École Olds Elementary School	556-8477
Olds RCMP	556-3323
Olds Hospital	556-3381
Olds Neighborhood Place	556-7161
Olds Health Centre	556-8441
Town of Olds	556-6537
Chinook’s Edge School Division	1-800-561-9229

## Welcome to École Olds Elementary School

Welcome to École Olds Elementary School (ÉOES). ÉOES is a safe and caring school dedicated to academic achievement and the positive personal development of children. We are staffed by a group of caring and compassionate people who love kids. Throughout our school there is an atmosphere of energy and enthusiasm that reminds us that learning is fun!

Here are a few of the many quality opportunities that we provide our students:

- Full-time specialist teachers for music and physical education.
- Full-time librarian working with a collection of more than 15,000 titles.
- Comprehensive supports for students with inclusive education needs.
- Targeted support for struggling readers.
- French Immersion program beginning in grade one.
- Two-station gym, complete with a climbing wall.
- School-wide art projects that represent our children and their work.
- Performance assemblies by each grade level as well as professional music and drama performances.



Parents are encouraged to check our website ([www.oldselementary.ca](http://www.oldselementary.ca)) regularly for special events, newsletters, forms, and information about our school. This document is also available online.

On behalf of the entire ÉOES staff, we extend a welcome to all the students and parents of our school community, especially those new to our school. We look forward to terrific year!

Sincerely,

Margo Nygard  
Principal

Melissa McEwen  
Vice-Principal

## Motto and Vision

### Our Motto

Orchestrating Early Success

### Our Vision

A safe and caring school where every child has the opportunity to be a scholar, an artist, and a citizen.



## Bell Schedule

8:35 – 10:10	Classes
10:10 – 10:15	Health, Wellness & Snacktime
10:15 – 10:30	Recess
10:30 – 12:00	Classes
12:00 – 12:40	Lunch and Play
12:40 – 1:47	Classes
1:47 – 2:02	Recess
2:02 – 3:10	Classes
3:10	Dismissal
We ask that parents who are picking up their children support our classroom teachers and academic learning time by waiting until after 3:10 to come into classrooms. Thank you!	



## Contacting Us

Communication with our parents and those interested in our school is very important to us. We appreciate positive feedback as well as suggestions for improvement. The following table highlights the many different ways we can keep communication lines open:

Visiting Us:	We love seeing parents in the school. Please check in at the office.
Phone:	Call us at 556-8477 during school days (8:00 a.m. – 4:00 p.m.)
Website:	Our website at <a href="http://www.oldselementary.ca">www.oldselementary.ca</a> is an excellent source of info.
Answering Machine:	Leave a message for us after hours and on non-school days.
Fax:	Send us a fax anytime at 556-3858.
Email:	Email addresses are available at <a href="http://www.oldselementary.ca">www.oldselementary.ca</a> .
Administration:	Principal: Margo Nygard      Vice Principal: Melissa McEwen

### **Reporting Absences**

For the safety of our students, it is very important that parents contact the school prior to 8:30 a.m. in the event that their child will be absent from school. Parents are also encouraged to leave messages on our answering machine which is in operation 24 hours a day.

### **Messages For Students**

Calling the school with messages for students can take away from productive learning time, and can be disruptive to classroom routines. Thus, we ask that parents make students aware of after-school plans each morning, before the day begins. If circumstances do not allow for this, we ask that parents call prior to 2:45 p.m. so that students can be informed in time. Thanks!



## Communication

### **Parent-Teacher-Student Conferences**

During the months of October or November and March teachers will be meeting with ALL PARENTS of the students they teach. We feel it is essential that parents meet with their child's teacher to discuss and see the work done by their child. When we share your child's learning growth with you, please keep the following points in mind:

- We evaluate children according to their personal growth or progress as related to the curriculum for that grade level.
- Children's progress will be discussed in as positive a manner as possible. It is important to share what a child can do as well as what needs to be worked on.
- We are concerned about all aspects of children's development – intellectual, social, emotional, creative and physical. Therefore, we'll touch on all of these.
- Parents will see many samples of their child's work in order to show growth.

### **Newsletters**

Each classroom teacher will be sending home regular classroom newsletters to inform you of the happenings in your child's classroom. In addition, a monthly school newsletter initiated by the administrative team will be distributed during the first full week of every month. These newsletters are also available online at [www.oldselementary.ca](http://www.oldselementary.ca).



### **Working Together**

Please help us keep the lines of communication open. If you have a concern, please let your child's teacher know. We sincerely want to know what's going on in our students' lives. Chances are if you've noticed a problem, your child's teacher has observed it too. By working together, we are able to come up with a solution that's right for your child. Here are some times you should definitely call your child's teacher:

- You see a dramatic change in your child's behavior. A happy child becomes withdrawn. A friendly child wants to be alone.
- Performance drops. This may be in one subject, or all of them.
- You suspect that your child may be telling things about school that may not be the truth. He or she may say there's no homework, or that the teacher never teaches math.
- There's been a change in your family. A recent marriage, a divorce or a new baby can all affect schoolwork.

### **Parental Concerns**

Parents who have concerns about their child's progress are encouraged to:

1. Speak to or meet with their child's teacher first. 99.9% of all concerns are addressed appropriately and completely after this first step.
2. Contact administration in the event that major concerns still exist.

Remember that we're all working for the same goal. The better we know you and your child, the more we can help. Getting involved means working together to provide the best education possible for your child. You are a vital player in helping our students achieve.

## Student Drop-Off and Pick-Up



### Where do parents park?

- Parent parking is available in the following areas:
  - ✓ The north side of 53<sup>rd</sup> Street. (Across the street from ÉOES and Horizon School)
  - ✓ The south side of 53<sup>rd</sup> Street on the east end. (Beyond the end of the bus zone)
  - ✓ Both sides of 55<sup>th</sup> Avenue.
- Parents are asked not to park in the parking lot immediately in front of the school as the gates to this lot remain closed before and after school. We do this because of the large number of students and little brothers/sisters that sometimes end up in this space.
- Children are **not** to be let out of a vehicle while stopped at a crosswalk.

### What does the morning routine look like at ÉOES?

- Morning playground and crosswalk supervision is provided from 8:20 – 8:35 each day. No supervision exists before this time.
- Upon arrival at school in the morning, children put their backpacks in their place in the boot room and then go outside. They are not permitted to play inside.
- At 8:35 a.m. the first bell of the day invites students into classrooms. Parents who accompany their children to their classrooms are asked to remove wet or muddy footwear. We appreciate this cooperation in keeping our school clean.

### What does the afternoon routine look like at ÉOES?

- We ask that parents who are picking up their children support our classroom teachers and academic learning time by waiting until after 3:10 to come into classrooms.
- Parking lot and crosswalk supervision is provided from 3:10 – 3:25 each day.

### Are parents permitted to bring dogs and pets into hallways?

- No, please do not bring dogs and pets into the ÉOES hallways. We ask this because dogs and other pets can be unpredictable around children and vice-versa.
- Dogs and pets may be involved in classroom activities such as “show and tell” by making prior arrangements with the classroom teacher and transporting the animals in a safe manner (leashes or cages) when hallways are clear. Pets are **not** to be in ÉOES hallways during our busy recess and before and after school times.

## School Fees & School Supplies

**School Supplies:** At ÉOES, we make one large-group purchase of student supplies and then pass the savings onto parents. This year, school supplies will be purchased for approximately \$45.00 per child. We will invoice you for this fee in September.

**Swimming Lessons:** We work with the Olds Aquatic Centre to ensure all students from grade 1 to 4 receive Red Cross swimming lessons each year. We manage the whole process, and simply pass on the fee to you.

**Payment Options:** Parents can pay school fees with debit cards, credit cards, cheques, or cash. School Fees are due October 15. Parents with unique financial circumstances are encouraged to meet with the Principal to discuss additional school fee arrangements.

## Registration, Attendance and Late Procedures

**Registration Procedures:** Registration forms are available on our web site or from our front office. Before filling out forms, rural families are asked to have their address confirmed to ensure they are within our school's boundary. Our office staff or the CESD transportation department can assist you with this. If you are not in the Olds Elementary catchment area, we will ask you to complete an Out of Area Request form and a School of Choice form.

**Attendance:** Steady progress and success in school are greatly enhanced when a student's attendance is regular and punctual. However, we also recognize that children do get sick and need to be at home until they return to normal health. Please use the following procedures when reporting your child's absence:

- If you know before hand that your child is going to be away please send a note to inform the teacher. If you are unable to send a note, please call the school before 9:00 a.m. Leave a message if the call is after office hours.
- Absences not reported to the school will be followed up by a phone call from our administrative support staff.

**Students who are late are required to sign in at the office.** Teachers and the office are jointly responsible for follow-up when students are late. Students leaving the school for any reason during school hours must sign out at the office.

**Remember:** If you want your child to perform to the best of his/her ability, make sure that they are coming to school regularly and on time. This sends the message that school is important and develops good habits for later on in their working life.

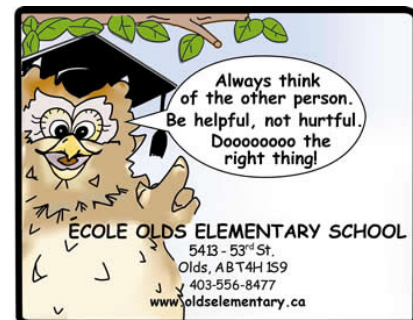
## Hooper's Code and Discipline at School

### Hooper's Code

Hooper is our school mascot. He is loved by all and carries an important message about the way we should treat others. Here is what Hooper teaches us:

*"I will always think of the other person.  
Before I say or do something, I will ask myself:  
Will this be helpful or hurtful?  
Do the right thing!"*

Our Golden Rule, thinking of the other person, helps make ÉOES a caring place for children to learn and grow.



### **Discipline Defined**

- Discipline is one issue that unites parents and people who work with children. We all want to see more respect and responsibility from children, fewer disruptions at home and in the classroom, as well as a reduction in aggressive and defiant behaviours.
- Discipline is a learning process and not simply an event where consequences are applied. Discipline is about preparing children for all the choices they will be making and ensuring they are ready to handle them.

### **ÉOES Discipline Components**

- Daily Routines: Daily procedures and routines are clearly established and practiced and practiced and practiced again, and again. (the power of redos!) Most of the nagging little discipline issues that we see in schools are caused by the failure of students to follow routines and procedures of the class, particularly transitions.
- Hooper's Code: The staff at ÉOES use Hooper's Code to give children a framework to evaluate their own behavior and then make appropriate choices. Children use these opportunities to learn from their mistakes.



### **ÉOES Discipline Process**

**The Re-Direct:** When a child fails to give due regard to another person at ÉOES, a teacher or supervisor re-directs the child to appropriate conduct. This may include providing the child with strategies to avoid making the same mistake in the future. 95% of the time, the child complies and the issue is resolved.

**Additional Interventions:** Sometimes, children fail to comply and/or repeat the misbehavior within a short time frame. When this occurs, the supervisor or teacher will conference with the child (away from other children) until the child accepts responsibility and can clearly articulate a plan to avoid such misconduct in the future. The staff member may also put interventions in place such as increased supervision, a move within the classroom, limited activities on the playground, or additional check-in conferences. At this point, the interventions used will be recorded and filed with the child's homeroom teacher.

**Continued Misbehavior:** Continued misbehavior will result in the homeroom teacher and/or administration contacting parents and arranging a conference if necessary. Administration may also decide to put additional interventions in place to help the child do the right thing and to protect the health, safety, and well-being of other children. This may include suspension. Also, previously recorded interventions will be reviewed by administration.

**Conflicts Between Students:** When children have disagreements or fights with each other, they will be asked to sit down together under the supervision of a staff member. The children must then work together to resolve the conflict. We call this, "Making It Right."

**School-Wide Discipline:** Each and every staff member has the authority and responsibility to help children with discipline process outlined above. As such, ÉOES students are expected to respect all adults in our building and comply accordingly.

### **Peer Conflict vs. Bullying**

It is important for all of us to keep in mind the difference between peer conflict and bullying.



- Peer conflict is a normal part of growing up. It happens when there is a problem between two or more students. It is important for students to develop skills to deal with disagreements in order to be happy and successful in the world today. The staff at ÉOES are very good at teaching students the tools they need to accomplish this.
- Bullying, on the other hand, occurs when persistent remarks or behavior create a power imbalance and seriously jeopardize a child's right to a safe and caring learning environment. In the event that a student is repeatedly harassed, it is important for the student or the parent to report it to the classroom teacher immediately. Administration should also be informed if the behavior continues in any way.

## Helping Your Child Succeed

As parents, we always wonder what we can do at home to help our children be successful at school. Consider the following:

- **Reading at home:** Research clearly shows reading to very young children is the foundation for later success at school as it introduces them to the “culture of books”. If you haven't read to your child it is never too late to begin. If your child is already an avid reader, their skills can be enhanced by taking an active interest in what the child is reading. Also, establishing a daily reading time is always a good choice.
- **Talk about school:** Children whose parents talk to them regularly about school experiences perform better academically than students whose parents rarely do so. It is always easy to listen to students when things are going well, but it is also important to listen to them when things are not going well. Often a source of concern for students is a problematic relationship with another student or even sometimes a teacher. When this occurs it is necessary to be a good listener and to refrain from jumping to conclusions prematurely. Please phone the school at times like this and talk with your child's teacher.
- **Make Time For Homework:** In the younger grades it is important that a little time several times a week be set aside to develop the homework habit. This time can be used for either homework or reading. The setting of a homework routine and supervising its completion is important in the higher grades. Parents can also help by providing a quiet, regular place to work and being the “audience” for interactive homework assignments. Parents should prepare for approximately 15-20 minutes of homework for grades 1-2 and 20-30 minutes for grades 3-4. Remember, much of this will be reading with your child, the most important homework of all.
- **Water, Water, Water:** Brain Research shows that keeping the water level up increases alertness and positive behavior as well as keeping us healthier. Hence, we promote the drinking of water. Please send a full water bottle to school with your child daily.
- **Sleep, Sleep, Sleep:** The most important thing parents can do for their children's education is to send them to school with a good night's rest. Please ensure that your child has adequate rest so he/she can do well at school. A minimum of nine hours of sleep are required for good school performance. This is especially important after a long weekend when sleep routines may have been disrupted.



- **Helping students manage and organize their time effectively is important:** When parents help organize students daily, weekly and homework schedules, students tend to be more successful. Understandably, students who develop the “attendance habit” at an early age are more successful, particularly later on in high school. Also, school performance is better among students whose parents know where they are, who they are with, and when they plan to come home.

## French Immersion Program

École Olds Elementary School is a dual track school, offering a regular English program and an early French Immersion program beginning in Grade 1. In French Immersion:

- French is not only a subject, but a language of instruction and a means of communication.
- More than 80% of the regular school curriculum is taught in French.
- Formal instruction in the English language commences in Grade 3.
- Teachers provide an optimal learning environment for all children to successfully learn the French Language, while enhancing the skills in their first language.

Any movements from the French Immersion program to the English program must be made at the beginning of a school year. Please speak with your child’s French Immersion teacher if you are considering this.

École Olds Elementary School and Canadian Parents for French (CPF) are ready and willing to offer additional information and support. Visit our website at [www.oldselementary.ca](http://www.oldselementary.ca) and click on French Immersion or stop by the office. We’d love to hear from you!

## Library Program

We are extremely fortunate to have an excellent library with a collection of over 15,000 volumes for student, teacher and parent use. It is important for parents to know that:

- All students have a book exchange period with their teacher each week.
- Students acquire library search skills with emphasis on using the computer catalogue as well as locating fiction and non-fiction resources.
- Parents who are coming to school to pick up their children at the end of the day are welcome to come early and read with their pre-schoolers in the Library. We also encourage parents to choose books to take home.
- Ms Leydon, our librarian, welcomes your visit!



### **Taking Good Care Of Library Books**

By helping your child take care of their books, you are teaching them the importance of respect and responsibility and that you value reading.

1. Remember your child’s library day. A schedule is available on our website.
2. Please help your child find a place where they can keep their library books so that they will not be lost or damaged.
3. We ask that children keep their books in their backpacks when traveling to and from school. Please use a plastic bag to protect books from bad weather and leaky drinks.
4. Please keep books away from babies and pets. They may accidentally damage them.
5. Encourage your child to use a bookmark.

6. If you are moving, please make sure your child returns their library books.

### **Damage to books**

**Only the library staff** should repair books. Books with extensive damage, especially water damage, cannot be repaired. **Books that cannot be repaired must be paid for in full.** The school's library collection is valuable and very important to the staff and students. It must be protected so that everyone can enjoy it for many years.

## Music Program

Over the years ÉOES has developed a reputation for having an excellent elementary music program. With the great students, supportive parents and wonderful staff here, it looks like this year will be no different!

- The students at ÉOES receive at least 2 half-hour music classes each 6 day cycle. This means that they will have music for either 30 minutes or 60 minutes each week. This time is precious as there is so much to do and experience in music! The children will be learning about vocal development, rhythmic awareness, instrument technique, creative movement, ensemble playing and valuable social skills. Undoubtedly, music is essential in helping your child have a successful and positive school experience.
- Since there is overwhelming evidence to support the fact that music enhances learning in math and language, the kindergarten children will again have the ABC Music classes included in their schedule. This program is specifically designed to integrate instruments, and rhythmical songs, poems and games.
- Once again, choir will be offered to Gr. 3 and 4 students with practices being held on Tuesdays after school. This choir has been extremely successful for several years performing at the Kiwanis Music Festival and at several community events. For those who love to sing and are committed to attending the rehearsals, there's a place in the ÉOES choir for you!
- If you have any questions about the music program, please feel free to call Lois Munchinsky at the school. We look forward to seeing you at the various performances that the children will present throughout the year!



## Physical Education Program

At École Olds Elementary School we believe that regular participation in Physical Education enables individuals to develop the knowledge, skills and attitudes necessary to lead active, healthy lifestyles. Our school has a large, modernized two-station gymnasium which features a bouldering wall. Our Physical Education Program follows the Alberta Education Curriculum closely. Students at ÉOES utilize the vast green space surrounding the school and are provided an opportunity to visit community facilities for instruction in curling, skating and swimming in addition to learning movement patterns, dance, gymnastics, games and sports skills. At ÉOES it is an expectation that children play cooperatively, help each other in their learning, and care for their school equipment.

ÉOES is a member of the “Ever Active School” program. The goal of this program is to actively encourage an increase in the activity level of children during the school day.



## Family School Wellness Program

Our Family School Wellness Worker offers preventative education programs and makes referrals to appropriate agencies. The Social Skills Program is a school-wide program that presents a well-validated technique designed to teach children the behaviors necessary for effective and satisfying social interaction. When students achieve socially, they develop self-esteem and receive positive response from their peers. This contributes to positive classroom behavior, which is an important prerequisite to academic growth. The program provides an opportunity to practice pro social skills in the school environment with transfer taking place in the home and community. The students are encouraged to take ownership of, and be accountable for, their behavior. Contact with parents is ensured. Parents who wish to discuss a concern or refer a child need only call the school office and an administrator or counsellor will take or return the call.

## Inclusive Education - Learning Support Programs

ÉOES has a variety of learning support programs in place to support children unique learning needs. An inclusive education teacher is on staff as well as a large number of educational assistants.

- Special needs programming is arranged by the classroom teacher in cooperation with our inclusive education teacher and vice-principal. Small group instruction, one-on-one instruction, in-class and pullout instruction with educational assistants are all offered.
- When appropriate, students have an Individual Program Plan that is developed by the teacher, parent and other pertinent personnel.
- A Speech Pathologist comes to our school weekly.
- Our STEPS focuses on the social/emotional development of struggling students and is staffed by a full time teacher and an educational assistant.



## Additional ÉOES Opportunities

### Performance Assemblies

During the school year several performance assemblies are scheduled. Assemblies at ÉOES are held to promote a positive, cohesive school culture. They will be held about every six weeks. The assemblies will be based on the curriculum program of studies. Parents, please attend! Grandparents are welcome too! Make note of the assembly dates in your school newsletter.



### **Technology**

At ÉOES, technology serves as tool for learning. We have three carts of Chromebooks teachers use for projects, and in classrooms, we have interactive whiteboards and a few Chromebooks to help students learn.



### **Good Morning Drop-in Basketball**

Once the weather turns cold and snowy, ÉOES offers Good Morning Drop-in Basketball to ÉOES students from 8:25 – 8:35. What you will see each morning is a large active group of students from all grades playing and enjoying the great sport of basketball.



### **Milk and Yogurt Sales**

Milk tickets are sold at the office (\$5.00 for 7). Milk, chocolate milk and yogurt are available every school day. Note: Milk and yogurt can only be obtained with a milk ticket.



### **School to School Transfer System**

The School to School Transfer System provides transportation to and from Deer Meadow and Olds High School for those students who live in the town of Olds. This system operates on a first come first served basis, and spaces will be determined at the end of September. Parents must apply for this service through Chinook’s Edge School Division No. 73. Application forms are available on the ÉOES website or school office. Chinooks Edge charges a fee for this service.



## **Additional Information For Parents**

### **School Council**



- School Council is the parent association at ÉOES. All parents are members. Regular council meetings provide parents with the opportunity to support, share and become actively involved in our school. Check the ÉOES website for meeting dates and school council chairperson contacts.
- A group of parents also have formed a fundraising committee. Money received from fundraising is always put towards items of lasting value to help make ÉOES the best place possible for your children.

### **Jungle Junction Out of School Care Program**



This before and after school program operates out of Room 156 at ÉOES. The hours of operation are 6:30 – 8:30 a.m. and 3:00 – 6:30 p.m. on school days. For more information call 559-4884.

### **Lost and Found**



ÉOES has two lost and found boxes. They are located in the west and east wings of the school. They will be emptied on a monthly basis. Please check them periodically for your child’s lost items.

### Custodial Care



ÉOES has dedicated custodians who keep our school clean. We ask that visitors to our school make sure that their footwear is clean before walking through the school. We would also ask that you do not send hand-held pencils sharpeners with your child as the shavings often end up on the floor and the lead is very difficult to clean up. Thank you.

### Fire Drills



In order that students may know how to act quickly and without confusion in case of an emergency, fire drills will be held throughout the year. It is important that the building be evacuated quickly and quietly. Instructions are posted in each room regarding exits to be used.

### Electronic Devices



We strongly encourage children and parents to keep all electronic devices at home. Where parents deem it absolutely necessary for children to carry devices on the way to and from school:

- Devices should remain turned off and stored in backpacks between 8:30 – 3:10; and
- ÉOES does not have locked storage areas for student use. The school is not responsible for lost, stolen or damaged devices.

### Snacks and Lunches



- From 10:10 – 10:15 a.m., the students eat a nutritious snack from their lunches. This is to ensure that they have some “fuel” in their bodies. It also eliminates the garbage on the playground as well as promotes safety because the children aren’t eating food when playing on equipment.
- Students eat lunch in their classrooms from 12:00 to 12:15. Our classrooms do not have microwaves. Please do not send items in student’s lunches that need to be heated up at the office or that require boiling water. Thank you for your cooperation.

### Dress Code



- Students are required to wear shoes at all times in the interest of their own health as well as that of others. A set of footwear should be available for use indoors. They are also required to wear indoor shoes appropriate for physical education classes.
- Safety regulations require that “Heelys” have wheels removed if worn at school.

### Visitors and Volunteers



Visitors and volunteers sign in at the office upon arrival. This is a security measure as well as a record of those who are able to lend a hand. We encourage volunteers in our school. They are used in the classrooms as well as for special occasions or events. Call us for more information.

### **Sunshine Fund**



The École Olds Elementary School “Sunshine Fund” offers financial support for families in their attempt to have their children participate in activities that operate outside of the school. All requests are confidential. Applications may be picked up at the ÉOES office.

### **Foster Child**



Each year, our school sponsors a foster child from Africa. Sponsorship funds are raised through collection of juice boxes at the school.

### **Life-Threatening Allergies**



ÉOES has many procedures in place to ensure the safety of children with life-threatening allergies. Parents of these children work closely with the office staff and the classroom teacher to help communicate precautions, symptoms, and emergency measures.

## **Volunteering**

**Volunteer – Who Me?** Most of us believe that education is very important and we know that our children’s future success and happiness may very well depend on the education they receive today. That is why we are asking for your help – as a volunteer.



**Why should you volunteer?** There are many reasons:

- First, your kids will benefit. Even if you are not in the classroom, your children will know you are in the school. They will see that you think learning is important.
- You get to know your children’s teachers.
- The school will benefit. The time you spend in school will allow our staff to do more things for more kids. That means better learning for all.
- The community will benefit. You will learn more about our school.
- Volunteering is easy: We will be glad to train you for a job. There are many jobs that need doing in an elementary school!
- Volunteering is satisfying: You will meet other parents. You may learn new skills and you will know that you have done something important.

There are many jobs that need doing in an elementary school and the help of parent volunteers is greatly appreciated. Please contact your child’s teacher if you would like to help out.

## **Head Lice**

Head lice and/or nits do regularly occur in children. The majority of cases reported are girls as lice prefer long, clean hair. At ÉOES, it is our practice to keep parents informed when cases of head lice are reported. Here are some frequently asked questions regarding head lice.

**What does ÉOES do when lice/nits are reported?**

1. A designated staff member checks the entire class for lice.
2. If a new case is found, the principal or vice-principal calls the parents of the child. If the new case has not been treated, the parents are called and asked to begin treatment immediately.
3. A letter is sent out to all the parents of the class informing them of the case(s) and asking them to check their child over the next seven days.

**Why doesn't ÉOES exclude children from attending school if they have lice or nits?**

There is no need to exclude a child from school once treatment has begun as the lice are killed by the treatment and one cannot “catch nits”. In addition, it can sometimes take up to a week to comb out all the dead and dormant nits. Excluding a child from attending school based on the fact that they are combing out nits is clearly not necessary. Only in extreme cases, where the parent refuses to treat the child, would exclusion be considered.

**Why doesn't the health unit become more involved with head lice?**

*Head lice, although a nuisance, do not pose a significant health risk. Public Health Nurses will provide education and consultation regarding the identification and treatment of head lice. Public Health Nurses will not complete individual assessment and treatment.*

*- David Thompson Health Region Policy PHN-I-100*

Reducing the frequency of lice/nits incidents is best accomplished through cooperative efforts between home and school. Thank you for your support. It is greatly appreciated.

## Inclement Weather

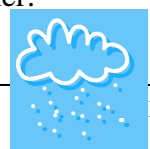
**Inside Recesses**

Recess is a time to provide a break from regular school routines and a chance to get some fresh air and run off excess energy. Therefore, recess will be only be held indoors when adverse weather conditions exist in the winter or on extremely rainy days in the spring and fall. The Canadian Pediatric Society recommends keeping children inside if the temperature falls below -25 C or if the wind chill registers -28 C or colder. ÉOES uses this guideline.

**Busses Not Running**

If the temperature is less than or equal to -35 degrees C, busses will not run. On these days, in accordance with CESD board policy, schools will remain open unless otherwise authorized by the Superintendent of Schools.

Parents are encouraged to listen to 97.7 CKFM Olds and check the Chinook's Edge website to hear bussing updates on these days. The following explanation is to help parents decide whether or not they should send their children to school on days with inclement weather:





1. On days when some busses are not running and **some** busses are running:
  - Regular classes will be held as scheduled.
  - Teachers will most likely cover new material.
  - In some cases, parents will drive their children to school later in the day.
2. On days when **all** busses are not running as announced on the radio:
  - Students who attend on these days will most likely have the opportunity to work on previously learned material under teacher supervision.
  - Teachers may cover new material, depending on attendance.
  - Students not in attendance on these days will have the opportunity to make up missed work upon their return.