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| ***Burton Elementary School Newsletter******September 2017*** |

**Staff**

Welcome to a new school year at Burton Elementary! We are gearing up for a fantastic year of learning and are very much looking forward to working with your children. The following is a complete list of the Burton staff for 2017-2018:

Ms. Denise Watson- Principal, Resource & Methods, Grade 1

Mrs. Krista Appleyard- Kindergarten

Mrs. Wendy Wells- Grade 1/ Physical Education

Mrs. Jocelyn Doucet- Grade 2

Mrs. Ann Marie Clark- Educational Assistant

Ms. Verna Bedford- Educational Assistant

Mrs. Margaret Morabito- Administrative Assistant

Mrs. Barb Podanovitch- School Librarian

Mr. Bob Anderson - Custodian

##### **Allergies/ Medical Concerns**

If your child has to take medicine at school, we are required by policy to complete forms that allow us to administer it. If it is for long term use (such as the requirement to give a puffer at school as necessary throughout the year) please see the administration to make sure the necessary paperwork is completed. If it is a one time, short term use, please see the office to sign release forms. Please note all medicine needs to be brought to the school by the parents. As you may know, we are presently unaware of food allergies that limit what children bring in their lunches. I am presently waiting to be sure there are no students with food allergies present and will let you know early next week if we can lift the ban on nut products.

**Scent Policy**

Our school also promotes a scent reduced environment. With many students, teachers and parents allergic to strong scents, we ask for your consideration in not wearing products with a strong scent in the school.

**Hot Lunch**

Once the Home and School group has met and we have volunteers in place, look for information regarding the hot lunch program to come home towards the end of September. We aim to begin the program the first week of October.

**Registration Forms**

Registration forms have been sent home with your child. Please be sure to complete the forms as accurately and **completely** as possible as this information is vital should we need to contact you in case of an emergency. Please return these forms by the end of next week. We realize bussing forms can be confusing but if we can have the usual stop and the alternative stop it would be appreciated. In an emergency, please call the office as soon as you are aware your child will need alternate bussing.

**Meet the Teacher Night**

As you have been notified, ‘Meet the Teacher Night’ will be held Monday, September 11th at 6:00 pm. Please remember that this is intended for **adults only**. We anticipate the evening to last 45 minutes depending on the number of questions. Following, at 7:00 pm, we will have a short meeting to establish our **PSSC** group. If you are interested, we hope you can attend.

**PSSC/ Home and School**

Are you interested in helping out our school this year? Joining our Home and School is an excellent way to meet other families attending Burton School and to make your child’s year a success. Our PSSC (Parent School Support Committee) is another important group whose purpose is mainly to review academic progress and policies regarding the school, such as school improvement plans, assessment results, nutrition policies, etc. If you are interested in joining one or both of these groups or volunteering for the school, signup sheets will be available at our Meet the Teacher Night in your child’s classroom. Should you still want to volunteer but are unable to make it that night, please call the office and leave your name.

**Criminal Record Check/ Policy 701**

In order to ensure the safety of our students, volunteers who will be working with students in the school are required to complete a Criminal Records Check. This can be obtained at the Oromocto RCMP detachment and is free of charge for people volunteering in our school system. Volunteers are also required to review Policy 701- Policy for the Protection of Pupils. Once familiarizing themselves with the policy there is an online multiple choice quiz that can be taken then printed and sent on to the school to confirm you have knowledge of this policy. If you would like more information or the website where you can find the quiz, please contact the school.

**Phys Ed Program**

Please note that students will have four gym periods per week with Mrs. Wells. There will be gym Monday through Thursday with no gym Friday. It is very important that students are dressed appropriately so they can participate fully in the program each day. Students need to be dressed in clothing that allows students to move freely (no skirts or dresses if possible) and have sneakers for footwear. As the year progresses, be sure to watch for notices regarding clusters which will occur on Friday mornings.

**Agendas**

Each student will receive an agenda this year. Please note that there is a pouch on the inside cover where you can safely put money and notes. Teachers will check these pouches on a daily basis. Please ensure that all communication is done through the agenda as teachers will not be checking lunch bags or book bags. If you have not done so already, please send in the $10.00 fee for the agenda as soon as possible.

**School Entrance and Dismissal Times**

Our school bus arrives daily at the school at approximately 8:30 am. Students go directly into the school and get ready for classes. Students will begin work at 8:35 am. If you are driving your child to school, please make sure for safety reasons they are not here before 8:15 am as there is no supervision before this. Students load the bus for home at 2:25 pm from Monday to Thursday. On Friday, the bus leaves the school at 11:45 am. Please note that district transportation policies now require that you have a maximum of two pick up and drop offs addresses. These need to be consistent from week to week and we are only allowed to issue bus passes in an emergency. Please note that this is a policy of ASD-W and must be adhered to.

**Bus Zone**

If you are dropping your child off in the morning or picking them up in the afternoon, we ask that you park at either end of the school. The front of the school is a school bus zone, so we ask parents not to park in this area so the bus can enter and exit the school safely. In an emergency, if you must park at the front of the school, please park on the side with trees as far on the grass as you can so that the bus can still access the school

***We look forward to a fantastic year! If you have a question or concern, please don’t hesitate to call and ask your child’s teacher for more information.***

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