

JOSEPH WELSH ELEMENTARY SCHOOL
4401 - 37 AVENUE
RED DEER, ALBERTA T4N 2T5
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Red Deer Public School District Web site:
www.rdpsd.ab.ca

Joseph Welsh School Web page:
www.rdpsd.ab.ca/jw



2018-2019

PRINCIPAL'S MESSAGE

Welcome to Joseph Welsh Elementary School. We are pleased to have this opportunity to work together with your family to provide the best education for your children. As an administration team this is our promise to the students, parents and community of Joseph Welsh School:

We promise to:

- welcome parents into the school to support the education of the children.
- treat all people with dignity and respect.
- ensure a safe and caring school where all students can learn.
- listen to concerns and deal with them in a timely manner.
- encourage staff and students to achieve excellence.
- communicate successes and concerns.

We know that parents are the first and most important teachers in their child's life. We look forward to our time with your children and being a part of their education. Please feel free to contact us with any concerns or celebrations you would like to share.

Bill Kwasny

Sean Grainger

Please note that, although the information contained in this handbook is accurate to the best of our knowledge, it is subject to the policies and procedures of the Board of Trustees and is also subject to change without prior notice. Readers are advised to consult with the school administration if they have any questions regarding the contents of this handbook.

JOSEPH WELSH SCHOOL CALENDAR

Sept. 4	School Opening – Students Begin
Sept. 6	Meet The Teacher Night
Sept 14	Staff Learning Day – No School
Oct. 4	Parent/Teacher Conferences – No School
Oct. 5	Staff Learning Day – No School
Oct. 8	Thanksgiving Day – School Closed
Nov. 7	Staff Learning Day – No School
Nov. 8-9	Fall Break – School Closed
Nov. 30	Report Cards
Dec. 6	Parent/Teacher Conferences – No School
Dec. 7	Staff Learning Day – No School
Dec. 21	Last day of school before Christmas Break - 2:05 dismissal
Dec. 24 – Jan. 4 (inclusive)	Christmas Break
Jan. 7	Classes Resume
Jan. 18	Staff Learning Day – No School
Feb. 14	Staff Learning Day – No School
Feb. 15-22	Winter Break – School Closed
Mar. 14-15	Teachers’ Convention – School Closed
Mar. 22	Report Cards
Mar. 28	Parent/Teacher Conferences – School Closed
Mar. 29	Staff Learning Day – No School
Apr. 19-22	Easter – No School
Apr. 23	Classes Resume
May 17	Staff Learning Day – No School
May 20	Victoria Day – School Closed
June 14	Staff Learning Day – No School
June 27	Final Day for Students - 2:05 dismissal
June 28	Year End Planning Day (staff only)

If you have any questions regarding the calendar, please call the school office at 403-346-6377. A more detailed calendar will be included with the monthly newsletter that goes home via email or by paper copy if requested on the last Tuesday of every month.

SCHOOL POLICIES

ABSENTEE CHECK PROGRAM:

The school operates an answering machine on a separate line so that a close check can be kept on school absences.

A parent may phone into the Absentee Line anytime between 4:30 p.m. and 8:30 a.m. week days and anytime on the weekends. Absentee messages are checked each day between 9:00 and 9:30 a.m. and between 1:00 and 1:30 p.m. The home or alternate numbers are phoned if there are any unreported absences. **PLEASE REPORT ALL ABSENCES OR LATES. THE ABSENTEE LINE NUMBER IS: 403-346-6390**

ATTENDANCE:

Attendance is compulsory at the elementary level. Parents will be contacted regarding prolonged or habitual absences and lates. A copy of any correspondence concerning attendance will be forwarded to the Superintendent of Schools.

DISCIPLINE POLICY:

The main objective of discipline is to help develop a positive school climate that will facilitate student learning. The foundation of the policy is the belief that students are responsible for their own behaviour and academic success. Each student has the ability to choose. As educators, our role is to set reasonable rules and establish structure, recognize and accept feelings, use natural, logical and realistic consequences, and encourage academic and social responsibility.

Inherent in our discipline policy are these critical life messages:

- I believe in you.
- I trust you.
- I know you can handle life's situations.
- You are listened to.
- You are cared for.
- You are very important to me.

Two basic philosophical tenets of teachers shall be:

- Kids are worth it.
- I will not treat a student in a way I myself would not want to be treated.

At Joseph Welsh School, discipline shows students:

- What they have done right and what they have done wrong.
- How they have ownership of the problem.
- How to solve the problems they have created and leave their dignity intact.

Some attitudes and behaviours the school promotes are:

- respect for self and others
- diligent scholastic work
- persistence
- punctuality
- respect for property
- doing one's best at all times

FOOTWEAR:

- Indoor shoes are required by all students. Runners which are inexpensive and lightweight are quite suitable and can also be used for gym. For hygienic and safety reasons, students must wear shoes all day.
- Indoor/gym shoes must have light colored, non-marking soles.
- All outdoor footwear must be removed at the door.
- Heely shoes are not allowed in the school.

LIFE THREATENING NUT ALLERGY

We have a number of students in our school who have severe allergies to nuts and nut products. If they come into contact with the residue of peanuts or nuts, ingest peanuts or nuts, or inhale the tiny airborne particles that are exhaled by someone who has recently eaten nuts or nut products, these individuals may experience anaphylaxis. Anaphylaxis is one of the most dramatic allergic reactions possible. The severity of this reaction cannot be predicted and may range from mild nausea and vomiting to a fatal rapid restriction of the airway. Another important consideration is that exposure to the allergens (peanuts and peanut products), however minor, serves to further sensitize the victim until the victim can no longer tolerate any amount.

As a "Nut Aware School", we are requesting that all families support the following principles:

1. Avoid sending food **that contains nuts or nut products.** Products that are labelled "may contain nut products" do not pose a serious threat of cross contamination and can be sent to school **unless** it is a class snack and the class has a child with a nut allergy.
2. Manufacturers are often changing the ingredients in their products. Please read the labels of products your child is choosing for snacks and lunches. Words that indicate the presence of nut products and, therefore, should **not** be sent to school include:

tree nuts	peanuts	peanut flour	mixed nuts
mandelonas	peanut butter	beer nuts	goober peas/nuts
ground nuts	peanut oil	artificial nut	hydrolyzed peanut protein
3. A reminder will be sent home to individuals who are observed bringing nut or nut products to school.
4. Students with nut allergies will provide the school with epi-pens. These pens are stored in the office.

Even though the classroom is where these students with allergies spend most of their time, contamination may occur as these students access other classrooms and universal stations such as the gymnasium, library, washrooms, boot rooms and the playground. The standard practice of students washing their hands is very beneficial in eliminating the transfer of nut residue.

We would like to thank you for your co-operation with this issue and for your help in making our school safe for children who have allergies to nuts and nut products.

BEFORE AND AFTER SCHOOL PROGRAM:

The Red Deer Child Care Society provides care for 6-12 year olds from 7:00 - 9:00 a.m. and 3:00 - 6:00 p.m., Monday to Friday. Care is also provided on full and half-day dismissal days.

Child Care Society 403-347-7973 (*Messages can be left at this number.*) Supervisor Cell Phone: 403-896-2061

NURSE:

A Public Health Nurse from the Red Deer Public Health Unit visits the school. She checks on health problems of students and carries out a regular program of immunization.

EXTRACURRICULAR STUDENT ACTIVITIES:

Many extracurricular activities are planned during the year and are carried out by school staff. These are valuable, additional learning opportunities for students.

Examples may include:

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|---|---------------------------|---------------------------|
| -Intramurals for grades 3-5 throughout the year | -Field Day | -Girls On The Go |
| -Floor Hockey League for grades 1 - 5 | -Grade 2,3,4 Swim Program | -Family BBQ |
| -Choir for grades 3 - 5 | -Cross Country Skiing | -Grade 5 Basketball Teams |
| -Welcome Back Pancake Breakfast | | |

SCHOOL COUNCIL:

The Joseph Welsh School Council functions as specified in Section 17 of the School Act of the Province of Alberta. The School Council meets once a month.

Examples of activities the School Council is involved in are as follows:

- Sponsoring & organizing family and student activities at the school. e.g. Family Dance and Movie Nights
- Grade Five Camp
- Fundraising for student related activities. e.g. Spell-a-Thon and Coupon Book sales
- Advising the administration on any matters pertaining to school.

We encourage as many parents as possible to become involved with our School Council

SCHOOL HOURS: The hours at Joseph Welsh School are as follows:

Entry Bell	8:27 a.m.
Classes	8:30 - 10:15 a.m.
Recess Break	10:15 - 10:36 a.m.
Classes	10:36 - 12:15 p.m.
Lunch	12:15 - 1:05 p.m.
Entry Bell	1:02 p.m.
Classes	1:05 - 3:05 p.m.
Dismissal	3:05 p.m.

It is important that your child arrives on time for school. Being on time sets the tone and allows your child to have a good start to their day and to know what is expected of them for the day.

PRE-K SCHOOL DAY:

<u>Morning Classes</u>		<u>Afternoon Classes</u>	
8:25 a.m.	Entrance Bell	12:10 p.m.	Entrance Bell
11:15 a.m.	Pre-K Dismissal	3:00 p.m.	Pre-K Dismissal

KINDERGARTEN SCHOOL DAY:

<u>Morning Classes</u>		<u>Afternoon Classes</u>	
8:27 a.m.	Entrance Bell	12:20 p.m.	Entrance Bell
11:15 a.m.	Kindergarten Dismissal	3:05 p.m.	Kindergarten Dismissal

DRESS CODE:

While we recognize the rights of parents and children to express themselves through their clothing, we reserve the right to have the final say regarding the appropriateness of any clothing worn to school. While at school, it is expected that students will dress neatly and in a manner appropriate for the setting. The final decision about what is appropriate clothing at school will rest with the principal.

HOMEWORK:

Most parents and teachers agree that developing the habit of completing homework in elementary school is very important. Clearly, homework can be beneficial if the following steps are taken:

- Communicate with your child's teacher about expectations.
- Limit homework to a type and amount appropriate to the age and needs of your child.
- Show interest in what your child is doing and praise him/her often.
- If your child appears stressed by homework, discuss this problem with your child's teacher.

COMMUNICATION:

Please feel free to contact the teachers or administration at any time if you have questions or concerns. Students write in their agendas each day. Teachers and parents often use the agendas to communicate with each other. In addition, monthly newsletters detail all upcoming school related and community activities. You can go to the school's webpage for links to our Twitter account and Facebook page. We highly value communication between home and school, however please do not call your child on their cell phone during school hours. Please call the office to reach your child.

LABELLING OF CLOTHING AND PERSONAL PROPERTY:

Unlabelled clothing and property can be a big problem at school and many hundreds of dollars of unclaimed articles are given away to charity each year. **Please label all shoes, boots, and coats.**

BICYCLES/ROLLERBLADES/SCOOTERS/SKATEBOARDS/HEELY SHOES:

Students may ride their bicycles to school, however, bicycles are not to be used on the school grounds during the school day. It is mandatory that all students wear helmets. Bicycles must be locked up.

Rollerblades, skateboards, and scooters are to be used only as a means of transportation to and from school and are not to be used during recess or lunch hour. Helmets are required.

SLIDERS, SLEDS, TOBOGGANS AND GT RACERS:

Students should not bring these to school because we have no storage. The sleds and toboggans also pose safety risks on the hill. We have crazy carpet sliders for our students to use during their outdoor gym classes.

SKATES/SKATING:

Our policy regarding skating and hockey is as follows:

- 1) C.S.A. approved skating helmets, which fit properly, are strongly recommended. It is the responsibility of the parent to ensure their child has a helmet. Students must wear a helmet to participate in skating.
- 2) Helmets and face guards are mandatory for noon hour recreational hockey and during outdoor gym. It is the responsibility of the parent to ensure a helmet and face guard is provided.

CRISIS RESPONSE PLANNING AND PRACTISE:

Red Deer Public School District's policies dictate that all schools have a Crisis Response Plan. An emergency or disaster situation include:

- | | |
|--------------------------------|-----------------------|
| i) gas line break or explosion | iv) natural disaster |
| ii) toxic chemical spill | v) mechanical problem |
| iii) fire | vi) civil disturbance |

We regularly practise evacuation drills. We are also required to practise lock down drills. Teachers will be explaining the procedures to their classes. Care will be taken to ensure students are not overly concerned or anxious about the practises. If an evacuation and relocation order is given, our designated relocation destinations are Bethany Baptist Church or Eastview Middle School. If you have any questions or concerns, please contact your child's teacher or the office.

PARKING AND TRAFFIC PATTERN PRACTISES

Your co-operation and support in keeping our streets safe for our children is essential and much appreciated.

- 1) Please do not park in front of the school or directly across the street from the school. This includes **"NO STOPPING ZONES"**.
- 2) Please drive slowly through the school zone.
- 3) Never encourage your children to jay walk across a street to the car in which you are waiting.