

# St. James Major Catholic School

14608 Hwy 38, Sharbot Lake, Ontario K0H 2P0

Tel: 1 (613) 279.3300 Fax: 1 (613) 279.1120

flhpjams@alcdsb.on.ca [www.alcdsb.on.ca/school/jams](http://www.alcdsb.on.ca/school/jams)



*Guided by the Holy Spirit, our mission at St. James Major is to instill the joy of lifelong learning while encouraging our development as contributing members of the community.*

September 8, 2020

## Welcome Back

Welcome Back to everyone! I appreciate your patience and understanding as we navigate through these unprecedented times. While Covid-19 has been top of mind in terms of planning and preparation, I wanted to take an opportunity to share some additional and important back to school details and information.

## School Community

Thank you to our wonderful staff for their hard work, dedication and preparations over the course of the summer in order to have the school, classrooms, and office ready for your child(ren). We will continue to work from afar with Father Cyprian, our Parish Priest, and Mrs. Wendy Procter, our Trustee, as integral members of our Catholic school community.

\*\*Please see the St. James Major Catholic School website for a complete staff list.

## Faith Life

Our goal at St. James Major Catholic School is to model the Ontario Catholic School Graduate Expectations in order to help our students become responsible citizens, caring family members, lifelong learners, effective communicators, collaborative contributors and reflective, critical thinkers who develop and always demonstrate their God given potential. Our new Pastoral Theme this year is "All Are Welcome In This Place." This theme will be woven into all aspects of school life.

## Personal Belongings

Please do not send any personal belongings from home (books, toys, hand sanitizer, etc.).

Students are asked to bring:

1. their indoor shoes (which will stay at school)
2. a change of clothes (K-2)
3. a water bottle
4. a lunch
5. at least one mask (it is recommended for students to have a back-up mask)

## School Supplies

Classroom teachers will provide ALL necessary learning materials (i.e. pencils, crayons, markers, erasers, glue stick, calculator etc.), which will remain at school in your child's personal work space.

**Boomerang lunches:** In an effort to support our ECO school initiatives as well as limit the amount of waste in the school, families are asked to use reusable containers. Any packaging etc. will be sent back in the child's lunch box. *The idea of boomerang lunches is that what comes to school returns home.*

### **Safe Arrival**

- Please make sure that you follow the screening protocol daily before your child(ren) enter the bus or head to school.
- Please note that students are welcome to come onto the yard at 8:10 a.m.. Prior to 8:10 a.m., no supervision is provided and therefore students are not allowed on the yard until 8:10 a.m.
- Parents/guardians are reminded to call the school to let us know if your child(ren) will be absent or late on any particular school day.

### **School Dress Code**

At school there are several considerations regarding the types of clothing deemed acceptable. Protection from the sun, modesty and the academic setting all play a role in the selection of clothing appropriate for school. In general, our dress code encourages appropriate clothing for an academic setting in a Catholic School. Parents/guardians are asked to ensure that their child(ren) are dressed appropriately for school, school activities (e.g. sports) and for weather. Please review this with your child(ren), as outlined in our Code of Conduct.

### **Food Allergies and Prevalent Medical Conditions**

- Every child and staff member want to feel safe at school. Parents/guardians and staff are asked to ensure that food items containing peanuts/nuts and/or pineapple are not brought to school. There will also be no food allowed on the yard/buses.
- If your child(ren) have an allergy or other prevalent medical condition (e.g. Anaphylaxis, Asthma, Diabetes, and/or Epilepsy), please contact the school to develop a Medical Care Plan.

### **Medication/Medical Care Plans**

- Completed forms for students receiving medication (e.g. EpiPen's, inhalers, insulin, etc.) during the school day must be returned prior to medication being administered at school. Please contact the school secretary if you require a copy of the form(s).
- For students with existing Medical Care Plans, I have sent home information to be updated and sent back to the school as soon as possible.

### **Home-School Communication**

- Please continue to check your e-mail regularly as this will be my primary way of communicating and sharing school updates and information this year. If your e-mail or phone number change throughout the year, please contact the office so that this can be updated.
- Please follow us on Twitter @alcdsb\_jams for a snapshot of our work, learning, and life at school.
- This year, our teachers will be using, the Remind App or e-mail to communicate with families. Parents/guardians are encouraged to contact their child's teacher when questions or concerns arise.

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## **Code of Conduct**

We will be reviewing the school's Code of Conduct with all students during the first week of school. A copy of the Code of Conduct will be sent home (1/student) and posted to the school website for you to review with your child(ren). We kindly ask that parents/guardians and student(s) complete the signature page of the Code of Conduct and return it to the school by Friday, September 11<sup>th</sup>.

## **Family Information Form and Freedom of Information Content Form**

Please fill out and return the forms to the office by Friday, September 11<sup>th</sup>. We require one form per student. It is important that the information requested is completed and accurate. Please update the office with any changes throughout the year.

## **Busing**

- It is a new school year, and everyone wants it to be a safe one. Please remember to follow the bus driver's instructions and rules to ensure the safety of all students. Please review the bus expectations with your child(ren) outlined in the Code of Conduct in addition to the new rules required during Covid-19.
- Very important update: This year, TriBoard has informed us that no students will be issued temporary bus passes for when they wish to go to a friends after school or if alternative care is required. Other alternative arrangements outside the bus will need to be made.
- Emergency issues related to school bus transportation can often occur either before or after regular secretarial hours at schools, please take note of the following phone number. This number will connect you to the Tri-Board Transportation Authority between 7:00 a.m. and 5:00 p.m. 613-354-1981.
- Please visit an updated Tri-Board website at [www.triboard.on.ca](http://www.triboard.on.ca) or on Twitter @BusDelayNCancel. These sites will inform you of any bus delays or cancellations.

In closing, I am looking forward to making 2020-2021 a fantastic year of learning and growing! It is an honour and privilege to serve as your new Vice-Principal. Yours in Catholic Education,

*Katie Williamson*

Vice-Principal

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