

Archbishop O'Sullivan Catholic School



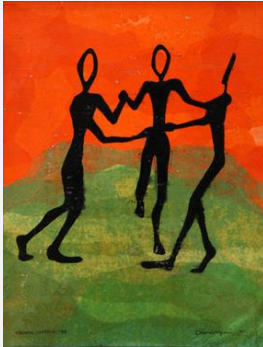
974 Pembridge Cr., Kingston, ON. K7P 1A3 Phone: 613-389-1891 Fax: 613-389-8409

2018-2019



The Ontario Catholic School Graduate Expectations

provide both a vision and a practical tool to insure that the treasures of our Catholic faith and tradition properly inspire all that we do in our schools.



I Am A Team Player!

I co-operate with others in all that I do.

I value everyone's work
I respect and listen to others
I think of others before myself
I follow rules of fair play
I work hard in school so that I can build my community and make it a better place.

Because I am a team player, I know that "Together is Better", and we live our lives like Jesus.

Welcome Back

Dear God, You are truly great, and have created all things out of love and goodness. In this new school year, help me to always honour myself as Your beloved child ~ one who loves and respects others, as You love and respect me. Teach me to live in the Spirit of Jesus who showed respect and reverence for all. Amen.

Welcome to another great school year at Archbishop O'Sullivan Catholic School. We extend a special welcome to our new students, parents and staff who are joining us this year. Our school looks amazing thanks to the exceptional work of our caretaker staff. Mr. Lollar and Mrs. Leveque have worked tirelessly throughout the summer to ensure that everything is ready for our students' return. We also extend thanks to Ms. Logan-Rebelo and all the Archbishop O'Sullivan staff who have worked long days to help get us ready for the new school year. Our school is blessed with a professional and dedicated staff, the spiritual leadership and guidance of Father Amato, and the support and partnership of our parents and families. In partnership, we will continue to work together in providing quality Catholic education for every student. Our ALCDSB Director, Mr. Jody DiRocco, reminds us in his September address, that we are a strong and vibrant Catholic education system. As a Catholic school Board we will continue to focus on building strong communities of faith, engaged communities of learning and compassionate communities of service.

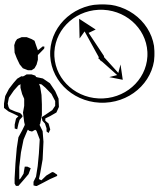
We look forward to a great year in this exceptional learning and faith community.

Yours in Catholic Education,

L. Bickerstaffe

Meet the Archbishop O'Sullivan staff ... ☺

<p>Classroom Teachers Kindergarten: Mrs. Vaudry Kindergarten: Mrs. Millan and Mrs. Werden Early Childhood Educators Mrs. Morgan and Mrs. Splatt Grade 1/2: Mrs. Rodrigues Grade 1/2: Mrs. Watts Grade 3: Mrs. McLaughlin Grade 3/4: Mrs. Machado Grade 4/5: Mrs. Ottenhof Grade 5: Mr. Mederios Grade 6: Mrs. Proderick Grade 7/8: Mr. Zaffino Grade 7/8: Mr. Couto</p> <p>Intinerant Arts Teachers: Mrs. Hicks and Mrs. Millan</p> <p>Core French: Mr. Boudreau and Mme. LaBrie</p> <p>Child and Youth Worker Peggy Cross</p>	<p>Special Education and Resource Teachers SERT: Mrs. Walker SSC: Mr. Farrell Belong Class: Mrs. Melim</p> <p>Educational Assistants Mrs. Churchill-Anderson Mrs. Maxam Mrs. Matos Mrs. O'Leary Mrs. Hall Mrs. Berman Mr. Jeffries Mrs. O'Hearn Ms. Falcao Mr. Hepburn-Section Class</p> <p>Library Resource Assistant Mr. Stewart</p>	<p>Caretakers Mr. Lollar Mrs. Leveque (evening)</p> <p>Secretary Ms. Logan-Rebelo</p> <p>Administrator Mrs. Bickerstaffe</p> <p>Superintendent Mrs. Karen Shannon</p> <p>St. Paul the Apostle Parish Pastor Father Sebastian Amato</p>
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Please note our
School Schedule ...
8:55 Yard Supervision Begins
9:10 Instructional Time
11:10 Recess
11:25 Instructional Time

12:25 Lunch and Recess
1:05 Instructional Time
2:25 Recess
3:20 Dismissal

Signing In and Signing Out

A form is in the office for parents/guardians to sign in their child when they are arriving late and sign out when they are picking up their child early. ***Please do not take your child off the school yard.*** Staff will call them to the office to meet you.

Lunch Time ...

Please notify the school **in writing** if your child will be regularly walking home for lunch. All students are expected to stay at school throughout the lunch hour.

Changes in After School Routine

Any changes in your child's regular bus or pick up routine should be relayed to the office at least a day in advance when possible. If last minute changes are required, please call the school **before 1:00** to ensure the message gets to your child. **Do not leave a message on the answering machine regarding changes in your child's end of day routine.**

Working Together for School Safety

The safety of our students is a priority. In order to maintain a safe environment for our children, staff will address all unidentified adults. While no parent/guardian considers themselves a stranger to our school, many children will not know your identity and will point you out as a stranger.

Parents/guardians and visitors can help us keep our children safe by following these practices:

- Staff are on duty in the morning and after school to meet the buses and supervise the yard. **Please do not leave your child in the yard before supervision begins at 8:55 in the morning.**
- All parents/guardians, visitors, and non-school personnel are required to enter the school by the main doors and come directly to the main office to sign in. **These doors are locked and are equipped with a monitoring system which require staff to open the doors for you.** Our office staff will happily assist you.
- Unauthorized parents/guardians and visitors are not permitted in the hallways or the school yard during school hours.
- Teachers will gladly meet with parents/guardians during set times. Conversations during class time or supervision prevent staff from giving our students their full attention.
- The beginning and ending of the day are extremely busy times. Please abide by signage posted for our bus drop off / pick up lane in front of the school.
- **In order to keep the halls and foyer clear and safe at dismissal times, parents/guardians picking up children should wait outside the main doors. Our Kindergarten students will be dismissed by our staff at the outside Kindergarten gate entrance and students from Grades one to eight will be dismissed from the main doors. A staff member will assist in dismissing students from Grades 1-3 at the main door.**

Thank-you for your support in keeping all our children safe!

~Safe Arrival Program~ Every School Day Counts

Parents/guardians are asked to call the school at **613-389-1891** whenever your child will be late or absent. A message may be left at any time on the answering machine. Please indicate your child's name, grade and teacher and your name. If no call is received, office staff will use the contact information provided to locate the child or the parent regarding the absence.



Student Information Form 2018-2019

Please review, update and return your child's *Student Information Form* to the school by **Monday, October 1st, 2018**. If at any time through the school year this information should change please notify the office immediately.

Anaphylaxis

We have several students in our school with life threatening allergies to nuts and peanuts. Eating or touching nuts, peanuts, and food containing nuts and peanuts can result in serious health complications. As parents, we all understand the intense concern anaphylaxis can cause and as a school community we will work together to reduce the possibility of exposure to allergens at school. Please continue to pack snack and lunch items that do not contain or possibly have traces of nuts, peanuts, and nut products. Should your child inadvertently bring one of these items, he/she will be asked to leave it in his/her lunch box and an alternate snack will be offered.

Thank you by showing your care and concern for all our children by helping to provide a safe learning environment.



Medication

It is important that the school is aware if your child has a severe medical condition. School staff may only administer medication to students with written authorization from the parent/guardian **and** the prescribing physician. If you have not already received forms for 2018-19, please contact the school to discuss your child's medical condition and to obtain the **Medical Information Forms**. **Please promptly return to the office so we can develop your child's Medical**

Care Plan.

Student Agendas

Agendas are excellent tools by which students develop their organizational skills. They also provide an avenue for ongoing communication between home and school. Students from Kindergarten to 8 will be provided with an agenda to use on a daily basis. The cost of the agenda is **\$7.00**. **Thank you to our School Council for offsetting the cost of our student agendas.**



Appropriate Dress

Students are expected to be dressed in a respectful manner that reflects our Catholic values. Please review our Archbishop O'Sullivan Catholic School Code of Conduct located on our school website and in your child's agenda. We ask parents/guardians to help us maintain our academic atmosphere by ensuring that your children follow our dress code when preparing for school:

- All clothing is free of violent, racist, and immoral pictures, symbols, brands, and messages.
- Unless it is a dedicated "Spirit Day", pajama bottoms and beachwear are not permitted.
- Indoor shoes and proper footwear are required for the gym.
- Running shoes are required if playing on the climbers.

Please note that the dress code applies to all students, from Kindergarten to Grade 8.

Thank-you for your co-operation!

Electronic Devices

Cell phones and other electronic devices must be powered off and kept in backpacks during school hours, unless with staff consent for instructional purposes. Students will have access to the school telephone in the event of an emergency. Archbishop O'Sullivan Catholic School promotes healthy, active living. Handheld electronic games and iPods are not permitted on the school yard or in classrooms during indoor recess. Failure to comply could result in the item being confiscated and parents having to come to the school to pick up the electronic device. The school is not responsible for lost or damaged electronic devices.

Athletic East Report: Please refer to the school website for up-to-date information about our Athletic teams. As a reminder, we will begin the school year with our soccer team.



Bus Safety

To maintain a high standard of safety for our students while travelling on the school bus, we ask that all parents be aware of the rules of conduct for our students. Parents can assist us immeasurably by being aware of the regulations and making sure your children understand and follow them. Riding the bus is a privilege. This privilege may be withdrawn if a student behaves in a manner that threatens his/her safety or the safety of others. More information about busing may be found at www.triboard.on.ca

Safety Drills

Over the next few weeks classes will be practicing fire drills and lockdown drills.



Hot Lunches

More information about our hot lunches will be sent home. If anyone is interested in volunteering, please contact the office.



Milk Program

White and chocolate milk will be available on a daily basis for \$.80 (250 ml container). An order form is located on our school website.



School Mass - Parents/guardians are welcome to join us for all of our school masses, which we celebrate monthly. Our first school Mass is Wednesday, September 19th at St. Paul the Apostle Parish at 10:45.

AOS Welcomes to our staff:

We welcome primary teachers, Mrs. Watts and Mrs. McLaughlin, Student Support teacher, Mr. Farrell, and Ms. Alcorn as an EA. Welcome back, Mr. Jefferies and Ms. Falcao.

FUN FRENCH FACTS

DID YOU KNOW?

Students who speak several languages will increase their chances of finding a job, whether at home or abroad. Learning another language enriches the mind and opens up new horizons, both personal and professional. <http://bit.ly/2PclxUa>

Encourage your child to be a lifelong learner of French!



Archbishop O'Sullivan Catholic School 'Open House~ Meet and Greet'

Our school Open House will take place on **Thursday, September 27th**
6:00 – 7:00~Classroom Visits and Meet the Staff

We hope to see you there!

em@il



These are the Archbishop O'Sullivan designated means of communicating. Please keep current and up-to-date with what is going on at AOS.

Phone Number: 613 389-1891

School email: flhpabos@alcdsb.on.ca

Web site: www.alcdsb.on.ca/school/abos

Follow us on Twitter: @alcdsb_abos

Sign-up on our School Web site to have our AOS Monthly Newsletter arrive directly in your email in-box.



Terry Fox Run

Archbishop O’Sullivan School’s students and staff will again be proudly participating in the Terry Fox National School Run Day. More information to follow.



PA Day Please mark your calendar ~ Friday, September 28th is a Professional Activity Day.



Picture Day

Students from Kindergarten to Grade 8 will have their individual and class pictures taken on **Wednesday, October 3rd** (Retake Photo day will be November 9th). Sibling and Graduation photos have been scheduled for later in the school year.



Catholic School Council

Archbishop O’Sullivan Catholic School is blessed to have a very active Catholic School Council. Our Catholic School Council plays an important role in our school community as they work closely with staff and parish to support our children in all aspects of their school experience. All parents are invited to the meetings and are encouraged to become involved. There will be further correspondence on our school website in regard to the positions for the Council Executive. Our first Catholic School Council meeting will be held on **Wednesday, September 19th at 6:30 p.m. in our Learning Commons. Elections for executive positions on our Catholic School Council will be held at this meeting.**



Volunteers

Archbishop O’Sullivan Catholic School welcomes volunteers, as their work and dedication enriches our whole community. Volunteers can assist with a host of activities. In compliance with Board policy, all volunteers must have a valid police check (Criminal Background Check) completed and presented to the school in its original format.

Roots of Empathy Babies Needed

We have a wonderful opportunity for a parent and baby to be part of our Roots of Empathy program this year. You will be sharing your baby with a group of adoring students during 9 structured visits throughout the school year. The program helps students become kinder, more caring and more inclusive. It is also a bullying prevention program. We need a baby born in June, July or August. Please spread the word and ask anyone interested to contact the school office. For more information visit www.rootsofempathy.org.



Now Available!

Pay School Fees Online

With **SchoolCashOnline** you can:

- ✓ Pay for your child’s school fees online. Anytime, anywhere.
- ✓ Avoid the hassle of having cash on-hand to pay for school fees.
- ✓ Receive email notifications regarding school fees and events.
- ✓ Help us reduce the amount of cash in our schools.

Fast

Safe

Convenient

School Cash Online is our school’s *preferred* method of payment.

AOS is excited to announce that we will continue to offer School Cash Online, which provides you with the convenience of paying online for school items such as trips, club and athletic fees, and spirit wear. School Cash Online is our school’s preferred method of payment and is a great way to pay without the need for cash or checks. Please follow the link below to register online – it takes less than five minutes! Once you have registered your child, you will be able to see when they have a new item posted online for purchase. You also have the option to be notified whenever your child has a new school expense due, so you don’t have to worry about missing the deadline. For more information, please visit www.alcdsb.on.ca/school/abos under “School News” To register: <https://schoolcashionline.com/Home>

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Aug. 2018

Message to Parents, Guardians Re: Procedures for Threats to School Safety

Keeping Our Students and Staff Safe

Dear Parents/Guardians:

The **Algonquin and Lakeshore Catholic District School Board** has a primary responsibility to ensure the safety of students and staff inside Board buildings and on Board property. In partnership with emergency services in the area, a board-wide plan has been developed to address threats to school safety. This plan includes procedures known as Evacuation, Shelter in Place, Hold and Secure, Bomb Threat/Explosive Incident, and Lockdown.

An **Evacuation** occurs when all students and staff are removed from the school (e.g. a fire or gas leak in the school). A **Shelter in Place** occurs when there is an environmental or weather related situation in the area (e.g. chemical spill). A **Hold and Secure** is initiated when there are circumstances in the vicinity of the school that could endanger the safety of students and/or staff (e.g. criminal event near the school but not on school property). A **Bomb Threat and Explosive Incident** procedures are initiated when a threat of a bomb or explosive device is received by a school either by phone or some other means (mail or social media for example). **Lockdown** procedures are initiated when there is a threat of violence within the school (e.g. student with a weapon).

In order for all students and staff to become familiar with expectations during a threat to school safety, our school will be practicing threat response procedures as we have normally done with fire drills. In a real emergency situation, signs will be posted on the entrance doors indicating that the school has activated a **Shelter in Place** or **Hold and Secure**. The doors will be locked and no one will be allowed into the school. In a real **Lockdown** situation, the school will not be able to post signs and lock doors because the imminent threat is in the school building and all staff and students will be actively responding to the threat. If an **Evacuation** should occur, emergency services will secure the school site.

I understand that a parent or guardian would be concerned for their child during a response to a potential threat to school safety. I want to assure you that the school is prepared for any of these risks. However, if a real emergency is in effect, you will be unable to contact your child or school personnel while the situation is being resolved. If this school should activate the Threats to School Safety Procedures because of an imminent threat, the Board's Communications Officer will use all media available to update families of the situation as it unfolds. For the safety of our students and staff, two lockdown practice drills and one Bomb Threat practice will be held during the school year. The practice drills are scheduled for:

September 2018 @ 11:30 AM in the Fall

December 2018 @ 11:30 AM in the Winter

May 2019 @ 11:30 AM in the Spring.

Lisa Bickerstaffe,

Principal, Archbishop O'Sullivan Catholic School
