

**HIGHLAND PARK
ELEMENTARY SCHOOL
NEWSLETTER #1
September 2023**



Welcome Back! The staff of Highland Park Elementary School are pleased to welcome back all of our returning students and also extend a warm welcome to those students new to our school community. A special welcome to our new kindergarten students who are beginning their journey through school starting this Thursday. The entire staff at Highland Park Elementary have been working extremely hard to create a safe and welcoming environment, and we appreciate our parent's patience as the start of a new school year is very busy. We look forward to an excellent year of learning, growth, and working together in 2023-2024.



Mr. Ellis
(Principal)

Mr. Ward
(Vice-Principal)

2023-2024 Bell Schedule

7:57	Warning Bell
8:03	School Start
9:33-9:48	Recess
11:18-12:03	Lunch
2:00	Dismissal



* Families are encouraged to wait to pick up students until **after** the final bell at 2:00, as important information is typically announced right at the end of each day.

Office Phone

Please remember that the phone in the office is for emergency calls only, not for making after-school arrangements. After school arrangements are to be made the day before.



Arrive Safe Program - Volunteers Needed!

We need a small group of parents to run this morning program. The Arrive Safe program ensures the safety of our students. If your child is not going to be at school or will be late, please call the school before 8:00am to let us know. At 8:15am, an Arrive Safe parent will check attendance and phone the homes of any students unaccounted for. Please contact Mr. Ellis or Mrs. Anderson at the school office if you can volunteer.



School Newsletters & Consent Forms

Newsletters come out near the beginning of each month and an email will be sent to each family with an attachment. A list of important events is included with each newsletter, so families are aware of what is going on at H.P.E. The school calendar and newsletter are also on our web page; www.hpe.sd83.bc.ca. Families also need to have a current email address on file at the school to complete annual online consent forms this September. Please complete the necessary forms before the end of September. Thank-you.

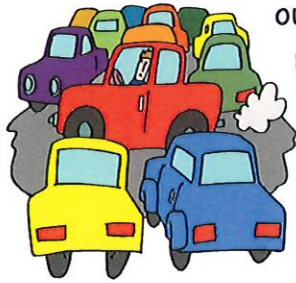


SCHOOL GOAL #1: Improve student Literacy skills, with a focus on style (impact of language) and conventions (punctuation).

SCHOOL GOAL #2: Improve student skills demonstrating 4 quadrants of Circle of Courage (Generosity, Belonging, Independence, Mastery).

Parking Lot Safety

For the safety of our students, please do not use the bus lane in front of the school at any time. Please arrange to meet your child outside either at their classroom entrance (many classes exit via their exterior classroom doors) or one of the school entrances to ensure they get safely to your car. Check with your child's teacher to find



out the best place to meet. If you are using the kiss and drive zone, please remember to **keep circling until you see your child**. This is not a parking area.

Please do not park along the yellow curb or in the fenced bus compound. The best place to park to avoid congestion is across the street at the IPE grounds. Thank-you for helping us keep all of our kids safe.

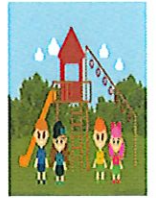
School Dress Code

Students are expected to dress in an appropriate manner for school. School is our student's workplace, so please keep this in mind when selecting what they will wear for the day. Students will be asked to change or will be provided with alternate clothing if their outfit is not suitable for the school environment. Students are encouraged to have a pair of "inside shoes" to be worn around the school, especially when the weather is cold or wet. If you have any questions regarding the school's dress code, please contact Mr. Ellis at the school.



Student Supervision

Morning supervision begins once the first bus arrives (7:30am). Students who do not come to school by bus should not arrive before this time. After school supervision is at the front of the school only, until the buses leave. For safety reasons, students *should not* wait for parents at the back playground. Please meet your children at the front of the school where supervision is provided. Please keep in mind that the school is responsible for your children from the time they leave home for school until they return home after school. Literally, "from fence post to fence post". For



this reason, it is important that all students, bussing or walking, **go directly home after school**. If they wish to return to the school to play **after checking in at home**, it is up to parents to make that decision. Once the buses have gone, there is no supervision at the school and the doors are locked. Please be vigilant about teaching your children about safety to and from school. They should always walk with a buddy or group.

Bussing

Students need to be registered on the TraversaRide360 App to access SD83 Transportation. Instructions can be found on the HPE website under "Transportation". To check on your child's bus stop and time, go to www.sd83.bc.ca and click on the school bus icon.



There are no courtesy riders this year, and you can review bus riding expectations on the SD83 website before your child boards the bus for the first time.

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Garbage free Snacks

Please help us keep our playground litter free by sending snacks with as little packaging as possible to school. Students will be encouraged to take a snack out with them at break time and leave the garbage inside. A suggestion is fruit which can be peeled before leaving the building. Please remember to send any hot lunch items in a thermos as they cannot be heated at school.



The Husky Way/Husky Strong

We are focusing on life skills that we hope will improve our school culture and atmosphere. We call it "The Husky Way" and being "Husky Strong". We want everyone at our school to use good manners (saying "please", "thank you", and "pardon") as well as removing hats whenever they are inside. We will have monthly assemblies to promote the behaviours we are trying to encourage, and students will be given a blue wristband to help remind them about being "Husky Strong". Your support is appreciated.



School Visits

If parents/community members need to visit the school, to chat with Administration or Staff, please contact the office to schedule an appointment. If there are legal issues regarding your child's custody, please bring the legal documentation and photos to the school office so that we can develop any necessary safety plans.



Allergies and Medication

We have students in our school who have severe nut allergies. Please be sensitive to this when you are choosing items for your child's lunch. If your child has a severe allergy, please let the office staff and your child's teacher know immediately. An epi-pen or other medication needs to be provided for the school and a **Request for Administration of Medical/Emergency Treatment of Anaphylaxis Form** needs to be filled out by your child's physician and signed by you. Both forms can be picked up at the office.



Head Lice

Each year we ask parents to check their child's hair on a regular basis for head lice. September and January are often when there is an increased incidence of head lice. Please contact the office to let us know if your family needs support for head lice. Your cooperation is appreciated.



PAC (Parent Advisory Council)

The first meeting of the year will be on Wednesday, September 13th at 2:30pm in the HPE Library. If you are interested in getting involved with our HPE PAC, please try to attend this meeting. Regular Monthly PAC meetings usually happen on the second Wednesday of each month. Babysitting is often provided and you can check the PAC Facebook page: **Highland Park Elementary PAC.**



Bicycles and Wheels

Students need to lock their bicycles when they are at school. Bicycles and scooters are to be **walked** on the school grounds from Wood Avenue to the bicycle racks and are not to be used during the school day.



Scooters can be taken directly into the school for storage during the day. As the year progresses, there will be opportunities for bicycle use on the school grounds. Students must wear a helmet if they are riding a bike or scooter. If students arrive without a helmet, their bike or scooter will be held at the school for them until they have a helmet. As a safety measure, very young students should be accompanied by an adult if they are riding their bike or scooter to school.

School Supplies

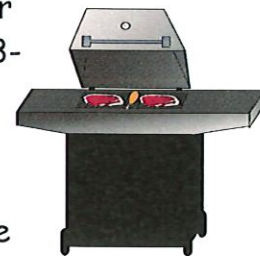
If you still need to purchase school supplies, supply lists can be accessed from the school office. Parents have the option of purchasing supplies through our PAC's school supply ordering initiative. Details can be found on our PAC Facebook page or a copy may be picked up at the office. Teachers will let students know when to bring their supplies once classes are settled. Please ensure that all supplies are clearly labelled.



*Note: For Sept. 6th-8th, minimal supplies will be needed. Students should bring two pencils, an eraser and their own sharpener. As stated above, each teacher will follow up with a supply list specific to their classroom.

PAC Community BBQ

We are once again happy to host a start of the year Community Barbecue for our HPE families. Our PAC has generously offered to supply food and refreshments so staff, students, and family members can gather and get to know one another better to kick off the 2023-2024 school year. The event takes place on Thursday, September 14th, from 5:00pm-7:00pm on the HPE school grounds. We'd love to see as many people as possible share in the festivities.



Important Dates

Mon. Sept. 4: Labour Day Holiday
Tues. Sept. 5: Non-Instructional Day
Wed. Sept. 6: Gr. 1-5 First Day 8:03am & 11:00am Dismissal
Thurs. Sept. 7: Kindergarten Gradual Entry
Wed. Sept. 13: PAC Meeting 2:30pm
Thurs. Sept. 14: PAC Community BBQ 5:00pm
Mon. Sept. 18: Professional Development Day
Sat. Sept. 30: National Day for Truth Reconciliation (Observed Mon. Oct. 2; No school for students).

At Highland Park Elementary we believe:

Respect of self, others, and property

Responsibility for actions and decisions

Right to enjoy lifelong learning



Armstrong, B.C.

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