



# September Start



**Welcome to Highpoint Community School**  
Principal: Carolynn Dyer      Office Manager: Kim Trudgeon  
www.hpe.bwdsb.on.ca  
519-923-2336

Dundalk is growing, and as a result there have been a number of new registrants over the summer. Please remember **class placements** continue to be considered tentative until enrolment numbers for the beginning of the school year have been collected. If it is necessary to reorganize, we will make every endeavour to move forward as quickly and smoothly as possible.

### Allergy Alert

In an effort to help the school keep all children safe and healthy, please do **not** send food to school which contains peanuts or peanut products such as peanut oil, peanut flour, tree nuts, etc. **We often have students attending Highpoint Community School who have life-threatening peanut allergies.**



### Highpoint School Staff for 2017-2018

#### Office Staff

Carolynn Dyer      Principal  
Kim Trudgeon      Office Manager  
Marny MacLeod      Library Clerk

#### Teachers

Rebecca Scott      gr. 3  
Nicole Taylor      gr. 3  
Kristina Whitton      gr. 3  
Kim Seeley      gr. 4  
Lindsey Breadner      gr. 4/5  
Jodi Halls      gr. 5  
Brittany Priddle      gr. 5  
Michael Broderick      gr. 6  
Jenna Mason      gr. 6  
Sara Brockelbank      gr. 7  
Melissa Harrison      gr. 7  
Kim Rigney      gr. 8  
Monte Rigney      gr. 8  
Heather Caughill      French  
Miranda Todoroff      French/Special Education  
Julia Richards      Prep coverage  
David Sheaves      Learning Resource Teacher/Lead Teacher  
Ariel Brown      Special Education

#### Educational Assistant

Micheline McLean  
Valeri Welch

#### Custodial Staff

Jackie MacEachern      Head Custodian  
Jeff McFadyen      Afternoons

### Balanced Day Schedule for 2018-2019

9:00 ..... Entry  
9:00-11:10..... Instructional Block  
11:10-11:50..... Nutrition/Activity Break  
11:50- 1:20..... Instructional Block  
1:20-2:00..... Nutrition/Activity Break  
2:00-3:20..... Instructional Block  
3:20 ..... Dismissal

Yard supervision will be provided for bus students when buses arrive in the morning. **Walkers are asked not to arrive at school before 8:45.** There is no supervision on the yard after school.

### Nutrition Breaks

In order to ensure student safety, we ask parents to clearly communicate changes to your child's routine. Students are expected to stay at school for nutrition breaks. If you live close to the school and would like your child to go home for lunch please provide a note indicating your child's schedule (i.e., Johnny will eat at home first nutrition break every day). **Blanket notes that indicate a student can leave whenever he/she would like are no longer accepted**, as this practice does not allow us to adequately track our students' whereabouts. **Students must sign in and out at the office.**

### Picture Day

October 5th

Retakes October 30th



### We Have a Facebook Page!

If you search Highpoint Community on Facebook, you will be able to find our page. "Like" and "follow" us. We will be posting updates and reminders for parents, as well as highlighting school activities.

### Agendas

Students will receive agendas during the first week of school. The cost of each agenda is **\$3.00**. The cost of the agendas is subsidized by the Parent Reaching Out Grant. Agendas support home-school communications as well as help students to develop learning skills such as homework completion and organization.

Thank you in advance for your support. Could you please send \$3 with your child during the first two weeks of school or pay using cash online, to cover the cost of the agenda. If you require financial assistance please contact the office.



### Meet the Teacher Open House

**Wednesday  
September 12th,  
5:30-7:00pm**

Please take this opportunity to meet your child's teacher



**Highpoint  
Community  
School**

# SEPT. 28TH IS A PD DAY

There is no school for students

## Police Checks

Please note that as stated in School Board policy, a police check is required when volunteers are working on their own with children. Examples of this would be when a volunteer withdraws a student from the classroom to work with them or when a volunteer is responsible for a group of students on a field trip, that is not being directly supervised by a staff member.

If you have a police check on file with the school, we will be sending home an offence declaration form, in order to keep your file updated.

If you think you might volunteer this year and have a copy of a police check that is less than a year old, please consider submitting a copy to the office for us to keep on file.

If you think you might volunteer this year and you don't have a current police check, let us know and we will provide you with the appropriate forms. Trips such as the Science Centre require a police check. We are hoping, that by providing ample notice, we will be able to continue to run such trips.

## Student Health & Safety Forms

Student Health forms will be sent home with your child this week. Please look the information over and make changes where needed. Return all the forms to the school as soon as possible. There will be an ice cream party for the class that has all of their forms returned first.

## Student Accident Insurance

Insurance envelopes will be sent home with each child. This is something you might want to seriously consider, particularly if your child is involved in sports.

## Terry Fox Run

This year we would like to host a community Terry Fox Run. On Thursday September 27th, we are inviting family and friends to walk with us at 2:00pm. Students are encouraged to bring a "Toonie for Terry".



**Community Members Welcome!**

## MediAlert's No Child Without Program is at Our School

The No Child Without program offers free MediAlert membership to students who attend our school and are between the ages of 4 up to their 14th birthday. If your child has a medical condition, allergy or is required to take medication on a regular basis then you should consider a MediAlert membership through this program.

Your child's voice in an emergency, MediAlert membership:

- Gives emergency first responders immediate access to your child's medical information on their MediAlert bracelet or necklet
- Enables first responders to quickly obtain up to date medical information by means of the child's Electronic Health Record through the 24 Hour Emergency Hotline.
- Communicates with the parent or emergency contact upon activation of the Hotline
- Allows free updates of the child's medical record as needed.

For further information come to the office for a brochure or visit [www.nochildwithout.ca](http://www.nochildwithout.ca). To register your child you will need a No Child Without brochure from the office. If your child is already part of the No Child Without program and there have been changes to his/her medical condition, medication or emergency contact information, call MediAlert at 1-866-679-3220 ext. 1 to update your child's file.

## Medications/Allergies

### Medication

No child should bring medication to school unless the office has been notified and the appropriate forms have been completed. All medication is stored in a secure location and a staff member will supervise its administration. Exceptions to this practise are made, when for safety reasons the student needs to have their medication with them at all time (i.e. puffers, epipens). Errors in administering medication can have serious consequences therefore medication must come in its original packaging and parents will be asked to complete the Board form, which outlines the following information:

- the name/type of medication
- the dosage/amount to be given
- the time to administer the medication.

If information is missing or incomplete, the medication cannot be administered at school.

Please notify us of severe allergies or health concerns that your child has. It is important that we are made aware of these situations so that we can develop a personal medical emergency plan.



### Please remember:

- For the safety of our students all visitors to the school (including parents) must report to the office.
- We must have a note signed by a parent/guardian if a student is being picked up by anyone other than the parent or regular caregiver.
- School office hours are 8:30am-12:30pm, 2:00pm-4:00pm (voicemail is available during off hours)
- If you bring a dog to school to pick up your child please wait just off the school property.
- Please call the school if you have a concern. We will do our best to work with you for the benefit of all students.



### Pizza

Pepperoni pizza will be served during first nutrition break, on Wednesdays, starting September 12th, at a cost of \$1.50 per slice of a large pizza. Now that both the Credit Union and CIBC offer online banking, pizza will only be available through cash online. This year we will be leaving pizza "open" for the entire month on cash online, to allow parents to order at anytime during the month. Pizza orders will be due Wednesday at 8:30am. Orders made after this time may not be filled.

If you do not have internet or cell phone data, please contact the office to discuss other methods of payment.



**Please consider signing up for Cash online:** If you are having difficulty, please call the office and Ms. Trudgeon will be happy to help you (519-923-2336).

Optional items that need to be processed quickly such as Pizza are very labour intensive to offer both to be paid online and in cash. While the Credit Union was setting up their online banking, Ms. Trudgeon worked diligently to offer both options. Moving forward however, items such as Pizza will only be offered online.

### Bluewater District School Board School Cash Online



With School Cash Online you may now:

- ✓ Conveniently make payments online for field trips, food contracts, yearbooks, etc.
- ✓ Get automatic email notifications regarding your child's upcoming field trips, food contracts, etc.

➤ Fast

🛡 Safe

👍 Convenient

Register now at <https://bwdsb.schoolcashionline.com>

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