



**Holy Family
Catholic School**

**141 Close Avenue
Toronto, Ontario M6K 2V6
416-393-5212**

**Principal:
I. Attridge**

**Administrative Support Staff:
E. Thomson**

**Superintendent:
J. Wujek**

**Trustee:
B. Poplawski
416-512-3406**

**Community Parish:
Holy Family
Catholic Church
Fathers of the Oratory
416-532-2879**

**Office Hours: 8:30 a.m. – 4:00 p.m.
School Hours: 9:00 a.m.-3:30 p.m.
Morning Recess: 10:25 a.m.-10:40 a.m.
Lunch Hour: 11:45 a.m.-12:45 p.m.
Afternoon Recess: 1:55 p.m.-2:10 p.m.**

September News 2017

Virtue: Hospitality

Year of the School

“Together we are one in faith”



Dear Families

Welcome back to Holy Family Catholic Elementary School! We hope you enjoyed the summer.

It has been a very exciting start to the school year with all the children ready to be back at Holy Family as we begin the third year of TCDSB's Pastoral Plan, The Year of the School! Thank you for your dedication to such a vibrant school community.

A special welcome to all of the new families who have joined our school community, as well as the following new staff members: Ms. A. Pyndiura, Library Technician (Monday and Friday); Mr. J. Laur, Vocal Music Teacher (Thursday all day and Friday morning); Mr. N. Podstawka, Grade 1 PM; Ms. A. Nassuna, Grade 1 AM and Special Education Teacher PM; Mrs. M. Apelo, Grade 1/2.

We welcome back Ms. N. Formosa who is teaching Grade 7 (PM) and Ms. P. Demmings who teaches Grade 8.

This first monthly newsletter contains important information regarding school expectations. The Toronto Catholic District School Board's 2017-2018 elementary calendar is also included. Feel free to place it in a handy place for reference.

Yours in Catholic Education

I. Attridge

Principal



To report an absence, please call 416-393-5212 (4:00 p.m.-9 a.m.) to leave a message indicating the name of the child, grade, teacher and reason for absence.

Stay in touch with the latest news throughout the school year:

Follow @TCDSB and @TCDSBHolyFamily on Twitter.



2017-2018 CLASS LISTS

Class Changes May Occur

Appreciation is extended to all parents for their patience as the school year begins. There are always some adjustments to class groupings as a result of changes in student numbers over the summer period. It is hoped that all changes will be finalized within the first few weeks. Parents of children being affected will be notified directly. As few changes as possible will be undertaken. Parents can be assured that changes will only be made after very careful consideration and in the best possible interests of effective programming for the students.

As the month of September progresses, enrolment may fluctuate, and it may be necessary to make minor or major adjustments in class sizes and composition based on ministry and board expectations. Parents of students involved in any possible class changes will be notified if changes become necessary. We ask for your cooperation and patience during this time.

FORMS TO BE COMPLETED FOR ALL STUDENTS

If you have not yet done so, please ensure that the following information forms are read and returned to the school:

- 1) Information Sheet and Permission Form
- 2) Student Medical Information Form
- 3) Local/Regular Use Sites Permission Forms
- 4) Student Internet Agreement—please review the TCDSB Acceptable Use Policy with your child, sign and return it

SAFE SCHOOL PROCEDURES

In order to ensure the safety of the students and staff, we adhere to the following procedures:



- All visitors (parents, resource people, trades people) must report to the office to sign in.
- If you are taking your child out of the school during the school day it is necessary for you to come to the office to sign out your child.
- If you are bringing your child to school after the start of the day, please report to our school office. The secretary will provide your child with a late slip and ensure she/he reaches her/his classroom.
- Please allow teachers to bring in and dismiss your child.
- Please ensure that all caregivers understand these safety procedures.

PLEASE BOOK AN APPOINTMENT IF YOU WISH TO SEE A STAFF MEMBER.

Allergy Alert!



We have students in our school with severe life threatening food allergy (anaphylaxis) to peanuts, nut products and other food items. Although this may or may not affect your child's class directly, it is critically important that students **bring snacks and lunches which are peanut and nut free.** Keeping our children safe is everyone's responsibility.

CUSTODIAL ARRANGEMENTS

If custodial arrangements change regarding your child, it is essential we have the appropriate paperwork as soon as possible.

SAFE ARRIVAL PROGRAMME

The safety of your child is of utmost importance. It is therefore essential for all information sheets to be returned as this information enables us to initiate a search for a missing child quickly should the need arise. Parents are asked to call the school before 8:30 a.m. or before 12:35 p.m., to advise us if their child will not be attending classes. Please leave a voice message on the general school voice mail (not teacher's voice mail). When the classroom teacher reports a child absent, and the parent has not called, office staff will try to contact those persons identified on the information sheet to establish the whereabouts of the child.

BE ON TIME!

Please ensure that your child arrives at school on time to join their line and come in with their class. It is the responsibility of the parent/guardian to ensure that children are on time for school. It is important that children learn that punctuality is an expected norm in life.

SUPERVISION

Our schoolyard is supervised by staff from 8:45 a.m. each school day. Please do not drop off your child unattended prior to 8:45 a.m., since no one will be on duty and we cannot be responsible for their safety.

STUDENT DATA UPDATE

It is imperative that email addresses, street addresses and phone numbers be kept up to date at school. In the event of an accident or illness it may be necessary to contact parents. Any changes must, therefore, be relayed to the school as soon as any one or more of these occur: change of home address, telephone numbers, email and/or emergency contact.

SECONDARY SCHOOL OPEN HOUSES

All Toronto Catholic District School Board secondary schools welcome Grade 6, 7 and 8 students and their families to open houses each fall. This is an opportunity to meet staff, tour facilities and learn more about the various programs and activities as you prepare for Catholic secondary school education. Most open houses begin at 7:00 p.m. For a complete list of dates and locations, visit: www.tcdsb.com.

ADMINISTRATION OF MEDICATION AT SCHOOL

If a child needs to take prescription medication at school, parents/guardians and physicians will need to complete and sign the appropriate Special Services Medical Forms which can be requested through the school secretary. In this way we ensure that any medication that is being administered at school is given by the school staff as prescribed by the attending physician. Non-prescription medication WILL NOT be administered to students.

USE OF SCHOOL TELEPHONE AND ELECTRONIC DEVICES

Cell phones are to be powered off when students are on school property. Cameras on cell phones are NOT TO BE USED at Holy Family for privacy reasons. Unless being used for a class activity where teacher permission is given, cell phones left on or seen during school hours will be taken by staff and returned only to the child's parent. If you need to contact your child during school hours, please call the office and we will ensure that she/he receives your message. Students require staff permission to use the school telephone.

VALUABLES AT SCHOOL

All students are discouraged from bringing valuables, such as money, jewelry and technology. WE WILL NOT BE RESPONSIBLE FOR ANY LOSS OR DAMAGE.

LUNCH DROP-OFF

Please drop off all lunches for students on the table in the Health Room. Label the lunch with your child's name and her/his teacher's name. and remember to inform your child before school that you will be bringing in a lunch. Students will come by to pick up their lunch at the bell. STUDENTS ARE NOT TO LEAVE THE SCHOOL / SCHOOL PROPERTY DURING THIS TIME ON THEIR OWN.

LUNCH PREPARATIONS

We are asking all our families to take the necessary steps to help reduce food waste by packing healthy portion appropriate items in reusable containers.

PLEASE MAKE EVERY EFFORT TO PACK A HEALTHY LUNCH FOR YOUR CHILD.

BUS SCHEDULES FOR SEPTEMBER

Bus schedules have begun; however, there have been bus driver shortages which have caused some disruption in this service to school communities throughout the city. We appreciate your patience as routes may be modified. Consistent attendance is imperative and the best way to ensure the safe arrival and dismissal of your child.

If the bus is late, we ask that you contact the bus company directly to inquire about the delay, as they will have information on all their routes.

CLASSROOM INTERRUPTIONS

We strive to keep our school a safe place and to keep classroom interruptions to a minimum in order to maximize the time our students spend learning. Please assist us by:

- ⇒ Reporting to the office whenever entering the school as per TCDSB policy. If it is essential to speak to your child during school hours, she/he will be called down to the office.
- ⇒ Making arrangements for picking up students for appointments, etc. before the school day ends. Please do this by notifying the teacher/office in advance.
- ⇒ Not calling the school to speak to your child on the phone since we do not have any way of ensuring that the person on the phone is indeed who they say they are, or if they are entitled to have access to the student.
- ⇒ Not calling/messaging your child on their cell phone.
- ⇒ Not speaking to your child's teacher during instructional time. This may result in the teacher being distracted from her/his primary role of teaching and ensuring the students' safety. When you need to speak to your child's teacher, please call to make an appointment at a mutually convenient time.

PLEASE NOTE

From time to time, the school will send home information from non-profit and for-profit organizations. We remind parents and guardians to exercise caution any time they participate in or enroll their child in any outside organization's event after school hours. The school and TCDSB are not liable for the quality of service these organizations provide or for the safety of the participants. We forward this information to keep our parent community informed of the wide variety of opportunities available within our local community.

TCDSB Pastoral Plan 2015-2018

The Year of the School

This year we celebrate the Year of the School. The year 2017 marks 105 years of Catholic education at Holy Family Catholic Elementary School and we look forward to the events planned in collaboration with our families and parish. You are always welcome to attend our liturgies and any special celebrations at Holy Family.

As we begin the Year of the Parish, the third in our three-year pastoral plan of Together with One Voice—Family, Parish and School, we celebrate our school communities.

Let us pray...

Almighty and Ever-loving God,

We give you thanks

For the blessings of our Families, where the seed of faith is planted;

For the Body of Christ, the Church, where faith is celebrated;

And for our schools, where faith is nurtured.

Lord, we believe that Catholic Education is at its best

When Families, Parishes and Schools

Play, pray and work together

To spread the Good News to all.

Help us to imitate the unity of the Trinity

As we continue to grow in our faith and love towards

You, and to one another.

Through the guidance of the Holy Family,

The model of all Christian families,

And the intercession of all the Saints,

May our Families, Parishes and Schools

Remain places where the Gospel is shared

With joy, courage and love.

We pray through Christ our Lord,

Amen.

