

# Cove Cliff Newsletter

**Be Safe \* Be Respectful \* Be Responsible \* Be Kind**



## Welcome Back!

We're excited to see everyone, especially our new students. Please enjoy our Cove Cliff Welcome Back Staff video. Welcome to our new staff:

Mrs. Johnneen Harris - Teacher  
Ms. Natalie McTavish - Teacher  
Ms. Heather Korlak - Teacher  
Ms. Cindy Kim - ELL Teacher  
Ms. Karen Mortimer - Psychologist  
Ms. Shiela Dandoy - EA  
Ms. Nancy Marion - Teacher Librarian

Welcome back to:

Mrs. Gallagher - EA  
Mr. Johnson - TTOC for Ms. Mitchell for a few weeks

Our school web-site staff list will be updated this week with contact information.



**Forms ~ Paper forms will be sent home this week. Please make sure they are all returned by Friday September 18th to the office.**

**For online forms, please go to School Cash Online to sign the:**

- Impromptu Walking Field Trip Informed Consent
- Personal Information Consent
- Student Acceptable Use of Technology

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## **Upcoming Dates to mention (will be sent out in the What's On weekly bulletin)**

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**Virtual Meet the Teacher When: Thursday September 24 more info to come**

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**Friday September 18, 2020 - all student forms due to the classroom teacher**

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**Friday September 18, 2020 - all comfort kit updates due to the classroom**

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**Monday Sept. 21-25 - Safety week drills - each day we will do a different safety drills: fire, earthquake, and lockdown - more information below**

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**Thursday September 24, 2020 - Student photos**

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## **Student Drop off and Parking**

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Student drop off, parking and pick up is a challenge for the school and many families. We encourage you to walk, or ride, to school.

If you would like to park, there are a few spots on the road and many spots at Myrtle Park. Our two parking lots are for staff parking and are not for student drop off or pick up. Please do not park and leave your car in the yellow zone at the front of the school as this is an Emergency zone.

If your children are riding to school, please remind them to wear their helmet and to dismount when they arrive on the property. We have bike racks by the Primary playground, the Outdoor Classroom and the fence for equipment to be locked up until the end of the day.

In the event that the orange cones are up blocking access to the round-about, please do not park in front of them. We may be waiting for Emergency vehicles or busses.

Thank you for your co-operation.

## **Student Planners**

Student planners are an essential organizational and communication tool for student success. Our planners include information for students and parents about our school, calendar of events, and code of responsibility. We encourage parents to take time with their children to review the planner and to set personal goals for the school year.

Cove Cliff School Planners will be distributed to Grades 1-7 on Thursday September 10th with a payment of \$8 due by Friday September 18th. For contactless payment, please pay via Cash Online, or via an enclosed envelope with student name(s) and payment to the classroom teacher. Please make cheques payable to Cove Cliff Elementary School. We are unable to do e-transfers of payment.

### **Face Masks:**

While students are not required to wear face masks at school, unless they get sick, the Province has provided two blue re-usable fabric masks for each student. These will be distributed with the agendas this week. We suggest you label them with your child's name. Please wash as needed.

### **Food:**

'Pack in and Pack out' - students will be asked to pack in and pack out their food, compost and containers for washing at home. While our garbage cans are available we want to minimize movement and gathering in the hallways. Please send enough food for the day and maybe a little extra as returning back to full days, they will need the fuel. As always, we encourage healthy eating. Please note that we are a nut/peanut aware school and respectfully request that item such as whole nuts and peanut butter, etc are consumed at home.

- At this time, we don't have access to the BC Fruit and Vegetable program or the "apple" program.
- The PAC hot lunch program is currently on hold.
- Please do not send food items for sharing eg. birthday treats

### **Recess and Lunch play**

- In June, many students found it helpful to be able to bring small items to play with during recess and lunch. Please do not send battery operated toys or expensive toys. Students are responsible for their own items and will need to play physically distanced from others during this time, please make sure you discuss this with your children

### **Dogs:**

Please do not bring your dogs onto the property.

### **Students Leaving the School**

In order for students to leave the school the following procedures must be adhered to:

#### **During instructional Hours**

- Parents must provide a note to the teacher outlining the details of the absence
- A call into the absence line would be very much appreciated or email [covecliff@sd44.ca](mailto:covecliff@sd44.ca)
- Students will sign in and out with their teacher

#### **During Lunch hour**

- Must be pre-arranged (phone calls home on the day will not be permitted)
- A parent signed note including where the child will be on that day must be provided to the teacher and office.

- If two students are planning to leave for lunch together notes are required from both families.
- Students must present the signed parent note to the teacher and sign in and out with the teacher
- We respectfully request that students are not signed out to go to hang out in the Cove
- We will not be allowing students to leave the school unless proper procedures are followed.

***Parents are reminded that the school is not responsible for the safety or conduct of students once they leave the school grounds.***

## **Code of Conduct**

**Please review the Code of Conduct with your children prior to the start of school.**

## **Safety Week**

In order to ensure students know what to do in case of an emergency, staff will carefully explain procedures to students and we will practice these drills beginning the week of September 21-25th.

Monday will be a practice of a fire drill with no alarm so younger students are not frightened.

Tuesday, - we will walk through an earthquake drill (but not the Early Release to parents).

Wednesday - we will practice our lockdown drill #1- Intruder/ Danger present inside the school.

Thursday - Lockdown Drill #2- Danger in Surrounding Area/ Close but not in the School

Friday - Drill #3- Risk in Area outside of School - one long bell to bring everyone in to the closet door

## **Comfort Kits**

To enhance our students' safety and well-being, we are expanding our school's efforts to prepare for an emergency this year. Each class has a grab-n-go kit, kept in the classroom and taken by teachers in case the school is evacuated in an emergency or disaster.

In addition to the grab-n-go kits, each class has supplies in case of a lockdown, as well as a separate duffel bag containing **individual comfort kits** for each child and staff member. We need your help to complete these kits. Returning students will receive their comfort kit on Thursday or Friday for updating.

1. Label the zip-lock bag with your child's name.
2. Add a family photo. On the back of the photo, please print your child's name, parent's contact phone numbers, care card number and out of area contact person and phone number. List any allergies.
3. In addition to the photo, include the following into this bag:
  - chewing gum (optional) sugarless
  - two peanut-free granola or fruit bars, or other non-perishable, high-energy snack
  - two Band-Aids

- Kleenex
- small personal item (optional)- for example, cards, toy, letter from parent

Everything must fit into the small ziplock bag, including the solar blanket and poncho supplied by the school. Please return this kit to the classroom teacher no later than Friday September 18th so we may include it in the class carry bag.

<p><b>1</b></p> <p><b>SCHOOL SUPPLIES</b></p> <p>Please go to our web-site under "About our School" for <u>school supply lists</u>.</p>	<p><b>2</b></p> <p><b>SCHOOL HOURS</b></p> <p>Please go to our web-site under "About our School" for <u>school hours</u>.</p>	<p><b>3</b></p> <p><b>SCHOOL CALENDAR</b></p> <p>Please go to our web-site for the <u>2020-2021 calendar and on-line calendar</u>.</p>	<p><b>4</b></p> <p><b>SCHOOL WEBSITE</b></p> <p><u>Cove Cliff Elementary</u></p>
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## COMMUNICATION

### COVE CLIFF WEB-SITE

The majority of our communication is by our school email system. Please make sure that we have updated emails and contact information. Information will also be on our school web-site.

Weekly What's On - Every Friday, we will be sending out our "What's On" document via email, which will outline upcoming events for the following week. Please make sure you check it out as there is lots of information and reminders included. The "What's On" will also be posted each week on our web-site.

Website - Contains all school information, including our on-line calendar

School Messenger - The NVSD uses School Messenger to send out all of our communications. Please make sure your email is not blocking school emails.

Cove Cliff PAC.

Our parents have an important role at our school in supporting the education of our children. For more information, please go to the Cove Cliff PAC web-site.

