

# TOWN CENTRE PRIVATE SCHOOLS™

Montessori Pre-School • Elementary • High School



International Baccalaureate® World School

Main Campus Elementary Information Bulletin

September 2017

### Dates to Remember:

- **September 14**  
Meet the Teacher at Main Campus 7:00 to 8:30 p.m.
- **September 15**  
Gr. 2 to 8 Photo Day
- **September 18**  
After School Courses begin
- **September 25 to 29**  
Spirit Week and SAC Elections
- **September 28**  
Terry Fox Run

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## Terry Fox Run

It is our pleasure to welcome all our students and families to the start of another wonderful school year. Our first major event will be the Terry Fox Run, which will be held on Thursday, September 28. This event has been a huge success in the past and we look forward to supporting this cause again. Last year TCPS placed 16th among the top 50 Terry Fox Fundraising Schools in Ontario! We raised \$14,660.50, and this year we hope to surpass this amount and raise \$15,000.00. Thank you to our parents for your generous support!



Participating in a worthy cause and raising awareness is another way in which TCPS students can make a significant impact in our community. Students will be receiving more information along with their pledge forms shortly.

## Introducing Ms. Adrianna McQuaid

We are pleased to introduce Ms. Adrianna McQuaid who will be joining Mr. Rocco Lamanna, Mr. Dennis Vanderlugt, Ms. Yun Bowerbank, and the elementary administrative team as Elementary Vice-Principal. Ms. McQuaid has a wealth of experience from various private schools along with a strong background in the IB programme. Please help us welcome Ms. McQuaid to our TCPS family!



Keep updated with the latest news and events!  
Help us grow our presence;  
like us on Facebook, "**Town Centre Private Schools**"  
and follow us on Twitter, "**tcmps@tcmps**".

### Start of the School Day

TCPS will be playing O'Canada daily over the elementary P.A. system at 9:00 a.m. to signal the start of the school day. During the playing of the national anthem all students and staff, as well as any visitors who are still in the school, are asked to stop walking and stand respectfully without talking. Please do not walk or run through the hallways to reach the classroom while the anthem is playing.

It is crucial that all students are present in their classrooms by 9:00 a.m. for attendance and for classes to start on time without disruptions. Students arriving late inadvertently interrupt the learning process for others. Teaching students at a young age to be punctual is one of the most important lessons they can learn. Thank you for your cooperation in this important matter.

Any student arriving after 9:05 a.m. will be considered late and should report to the Main Office to pick up a late slip. The late slip should be presented to the class teacher upon entering the class.

If your child will not be in attendance at school, please call the Main Office before 9:00 a.m. to report the absence.



### Parents and Visitors

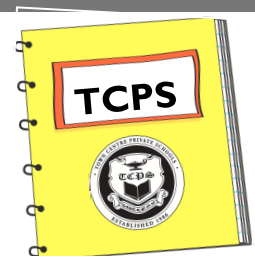
For safety and security reasons, all parents and guardians must vacate the premises by 9:00 a.m. Any adults or non-staff members who are in the school corridors after 9:00 a.m. will be reminded to go to the Main Office or leave the school immediately. As well, parents who are dropping off lunches or snacks during the school day must go directly to the Main Office rather than the classroom. All school doors will be unlocked before and after school but during instructional hours, only the front door and the side door by the High School Office will remain unlocked. All visitors to the school must report directly to the Main Office.

### Photo Day

On Friday, September 15, the students in grades 2 to 8 will have their school photographs taken. Students must be in full uniform including sweaters, school shoes, and ties (for grades 7 and 8). Photo proofs and packages will be sent out to all parents approximately one month after the photo day. For students who are unable to attend school on the photo day on September 15, photo retake day for all students will be on Wednesday, February 7, 2018.

### Academic Planner

All students in grades 1 to 8 are required to have the TCPS Academic Planner which is now available for purchase for \$15.00. The planner is used to record homework and it also acts as an important means of communication between teachers and parents. Parents are asked to review the planner each night and sign it.





## Parking - Safe and Caring School Community



Thank you to the many parents who are courteous and safe drivers in the school parking lot. In order to keep the driveways and fire routes clear, all drivers must observe the following rules:

- 😊 Drive slowly and carefully in the parking lot and in the surrounding neighbourhood.
- 😊 Please observe all posted signs in the parking lot.
- 😊 Do not park in front of the main entrance door of the school or in the front driveway. This area is a drop off area ONLY, and should not be used for parking at any time. The front entrance and driveway are the main fire routes and bus unloading zones.
- 😊 Do not stop or park along the side walls of the building as these are designated fire routes. There is grave danger to students as they exit their vehicle, if cars attempt to pass. Please park your car in a designated parking spot to unload students.
- 😊 Do not park in the handicap spaces unless you have a valid permit.
- 😊 Enter and exit the parking lot driving in the proper direction. When entering the driveway, do not block traffic. If a parking spot is not available, please exit the parking lot and re-enter to look for an alternate area to park.



In case of emergency, the students must be able to exit the building without obstruction and emergency vehicles must have easy accessibility to enter the school. **Cars that are parked illegally may be ticketed or towed at the owner's expense.** All of our parents, staff and students are part of the TCPS community and we ask everyone to exercise patience and courtesy in the parking lot and in the neighbourhood. As the safety and well-being of all the students is our priority, we are sure that everyone's cooperation will be assured.

### Administration of Medication Policy

For the safety of all our students, parents who provide medication for the student to take while at school must go the Main Office to complete a Medical Consent form providing the following information:

- the current date,
- name of the student,
- name of the medication,
- dosage and time the medication must be given,
- a parent's signature for authorization to give medication,
- all medication must be provided in the original container,
- medication should not be expired.



The school will not administer medication without the signed medical form. Please do not give any medication to your child to keep in his or her lunch box, locker or pockets. Please visit the Main Office if you have any questions.

## Thank you for your cooperation!

### Anaphylactic Allergies

Within our school community there are a number of students who have a potentially severe life threatening allergy (anaphylaxis) to foods, predominantly to peanuts and nuts. Depending on the allergy, students can be at risk through eating, touching or smelling the allergen. The risk to human life presented by anaphylaxis is very severe and we feel the best way to reduce the risk of accidental exposure to these students is to respectfully ask for the cooperation of the parents and guardians to avoid sending known allergens to school, especially peanut butter or products with peanuts or nuts in the ingredients.

While the school is not designated as “nut free” or “allergen free”, we do ask for your voluntary support in reducing the serious risk for these students who have anaphylactic allergies. A list of ingredients must be provided for all food brought to the classroom for all special occasions. Classroom teachers will inform you of other known food allergies in class. Your cooperation and understanding is greatly appreciated.





## Spirit Week and Student Activity Council Elections

During the week of September 25 to 29 elementary students will participate in a fun filled Spirit Week. Students will have fun activities and assemblies designed to bring out their awesome school spirit. A parent memo will be sent home soon detailing all the special events for the week.

The elections for the Student Activity Council are also held during Spirit Week. Each year the students in grades 7 and 8 elect a Student Activity Council who will organize fun and exciting events throughout the year for all to enjoy. All interested students in grades 7 and 8 are encouraged to run for the SAC. Participating students must present speeches in front of their peers on Monday, September 25, and the results of the student vote will be announced by Friday, September 29. Parent information packages were sent home with the grades 7 and 8 students on Friday, September 8.



## After School Courses

Participating in the After School Courses is a wonderful way to enrich the school experience for your child. The first day of classes for the After School Courses will be on Monday, September 18. Parents are encouraged to register as soon as possible as spaces are limited for all the fun and exciting courses. For a complete listing of the courses available, please refer to the After School Courses information package which was sent home with your child on Tuesday, September 5. Please contact Ms. Adrianna Rogers in the Main Office if you have any questions about the programs or the registration process.



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## International Baccalaureate Learner Profile

The aim of all IB programmes is to develop internationally minded people who, recognizing their common humanity and shared guardianship of the planet, help to create a better and more peaceful world. Teachers will highlight a different Learner Profile attribute each month. This month's Learner Profile attribute is:

### Inquirers

Inquiring students develop a natural curiosity that allows them to become lifelong learners.



If you have any questions or concerns, please call or stop by the Main Office anytime to speak to any one of the Vice-Principals.