

IMPORTANT INFORMATION...PLEASE READ CAREFULLY...

SES Welcomes You Back To School!



Teaching Staff

Sonia Beaudoin - Kindergarten
Daniele Loubier – Kindergarten
Alex Casias – Kindergarten
Andréanne Sénéchal – Kindergarten
John Therrian - Cycle 1
Mary-Pat Hickey - Cycle 1 & Early Intervention
Norm Marsh - Cycle 1
Marie-Ève Bellerose Cycle 1
Lynda Banks - Cycle 1
Nancy Cameron – Cycle 1
Brigitte Struthers Cycle 1
Lisa Comeau Eryou – Cycle 2
Misti Bowen - Cycle 2
Cindy Powell - Cycle 2
Sonia Beauregard - Cycle 2 & FSL
Angela Cooper - Cycle 2
Jessica Young - Cycle 2
Karen Mackey- Cycle 2
Jasmine Chouinard – Cycle 1-2 FSL, Cycle 1 Dance
France St. Pierre –Cycle 2 FSL
Isabelle Goulet - Cycle 3 FSL & SS
Stephanie Guarnaccia – Cycle 3
Rebecca Enright-Cycle 3
Matthew Johnson - Cycle 3
Anne Lawton- Cycle 3
Marc Ghilarducci-PE, Engine Room
Geneviève Paquin – PE
Mireille Blouin – Cycle 2 PE, Cycle 3 FSL
Chantal Yargeau - FSL, Dance & PE Cycle 1
Céline Lecompte – Cycle 1 & 2 Visual Arts
Carole Grenon- Resource
Eleanor O’Neil – Resource
Tracey Rivette – Music

Office Staff

Shannon Champigny, School Secretary
Donna Morrill, Secretary & noon supervisor
Tia Rousseau, Vice-Principal
Nicole Carrière - Principal
Rachel Lassenba - Occupational Therapist
Nathania Caron - Speech Language Pathologist
Catherine Boisclair - Psychoeducator
Emmalie Fillion - Psychologist

HSA/SET

Christine Petterson
Jessica Demers
Jacynthe Nolet
Linda Mills
Sophie Godbout
Sue Coté
Stephanie Grenier
Corey-Ann Rosby

Supervision

Ken Raban
Corey-Ann Rosby
Josée Boisvert

Cafeteria Services

Sylvie Lafrenière

Building Caretaking & Maintenance

Edgar Madina, Caretaker
Julie Lowe
Jenny McCrea

Daycare

Dolores Conway
Jenny Mcree
Kris Buote
Jessica Demers
Anne Buzzell
Sandra Gagné
Karen Shank
Christine Petterson
Suzanne Neveu

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No longer Nut-Free School: Please note that SES is no longer a “nut-free school”. However, if there are students in your child’s class who do have severe food allergies that warrant the need to have an epipen nearby at all times, then that class will be free of that food. If that is the case, you will receive a letter notifying you of what food(s) to avoid. Thank you for your cooperation on this matter!



School Photos: School photos will take place on
Monday, September 30, 2019 for grades K, 1, 2, 3
Tuesday, October 1, 2019 for grades 4, 5, 6.



Emergency Forms/Authorizations: It is **imperative** that we receive accurate updated information, **including contact numbers where we can reach you or a delegate in the event of an emergency.** We continue to have a problem with families not providing us with this emergency information, or not updating the information in a timely manner and we cannot reach the parent when the child requires emergency intervention. It is very important that you fill out the form in full. **Please note that in cases where we have not received complete and updated information we will have no choice but to contact the authorities should we be unable to reach a parental authority in an emergency.**

Personal Information/Address Changes: If you have moved, or if you move over the course of the school year, you must notify us in writing of your new and **complete** address. Similarly, if there are changes in your child’s transportation arrangements, emergency contacts, custody arrangements, etc...we must be notified so that our records are accurate and up to date. Please contact the office immediately when you notice a discrepancy.

For safety reasons, we are not permitted to let children leave with anyone other than a custodial parent or guardian unless we have signed, written permission from the designated guardian(s). If someone other than yourself is to pick up your child, please send a note to your child’s teacher. We cannot stress enough how important it is to advise us in writing of any change.

Please note that non-custodial parents have access to school information pertaining to their child. Please send us a written request, containing complete mailing address, at the beginning of each school year.

If a non-custodial parent is not to have access to information, then we require copies of the legal documents supporting this. Without this documentation, we are required by law to share all school information with both parents.

Alternative Bussing: **Children will not be permitted to travel on any bus other than their designated bus(es) up to and including October 15th.** After this time, there may be restrictions for some busses due to available seating. Permission must be requested in advance if you wish your child to take another bus.



Please note that changes in your child’s daily transportation arrangements must be made **in advance in writing.** For safety reasons, we cannot accept last minute telephone requests. Any change in bussing requires 24hr advance notice (the note must be handed in to the office the day before).

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School Operation Hours: Classes now begin at **8:00 a.m.** and end at **2:40 p.m.** We have a **50 minute** lunch (11:00 – 11:50 for Kg, Gr1 and Gr.1/2H; 11:30 – 12:20 for Gr. 2 – 6) and now have two 20 minute recesses. Children should not return to the school to pick up articles that were forgotten after dismissal. The office hours continue to be from **8 a.m. – 4 p.m.** **If you wish to meet with a particular person, we ask that you please call ahead to make an appointment** except in the event of an emergency. For safety reasons, all visitors must report to the office to receive permission to circulate within the school. A visitor's pass will be issued to authorized guests. **Only authorized individuals and staff may circulate through the building, both during and outside of school hours.**

VERY IMPORTANT – Morning Drop Off Procedure

For the safety of your child(ren) we ask that students arriving at school by foot or by car **before 8:00 a.m.** access the playground from the **North End (side closest to Portland)**. To facilitate a quick and safe drop-off, we have assigned a teacher to supervise that sidewalk entrance from 7:50 to 8:00 a.m. every morning. ***We rely upon everyone's cooperation in this matter.*** We do not want students entering the school via the parking area on the South Side as there is no supervision. **If you drop off your child(ren) after 8:00 a.m. please have them enter the school using the main entrance.**

Please be reminded that both the North and the South parking lots are for Staff Only. This is not only for the efficient operation of the school, but primarily for the **safety of our students**. While we can control the movement of staff vehicles, it is not safe to open these areas to the public. There have been a number of 'close calls' in the past and we need your understanding and cooperation to ensure the safety of all of our children.

Sick Child: For obvious health reasons in the best interest of all, please note that we appreciate children NOT coming to school if they are sick. In the interest of preventing the spread of illness, we do not have a sick room and if your child becomes ill during the day, you will be required to arrange to have your child picked up. Thank you for your understanding and cooperation.

Head Lice: Unfortunately, head lice frequently spread among school children. It is important that everyone understand that head lice are not discriminatory and we are all susceptible...having head lice is in no way a reflection of one's personal hygiene! We can work to control the spread of head lice and we require the cooperation of everyone. Please check your child's head regularly for signs of head lice. In addition to treating the hair, there are also measures that must be taken to treat the home to prevent a recurrence. All children should be reminded to never share hats or headgear.

Please be aware of the following procedures that we are **required** to follow as per Santé Public regulations:

- **When live lice are found**
 - o **All live lice and nits must be removed.**
 - o Once all live lice and nits have been removed a parent/guardian must accompany the child to school at the beginning of the school day and report to the office for a "head-check". The parent/guardian must also return the forms that were issued, duly completed and signed.
 - o We are **required to notify the CLSC of all persistent cases.**
 - o We are **required to notify Youth Protection** in persistent cases where CLSC help/recommendation is refused.

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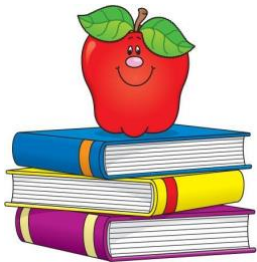
According to *Santé Public regulations*, if there are no remaining live lice or nits, the child may return to school. ***School regulations require that all lice and nits, including dead ones, be removed prior to a child returning to school.***

While there is no foolproof way to prevent head lice, the following practices may help to reduce the spread of head lice:

- prompt detection and thorough treatment as per Santé Public guidelines (**check your child's head regularly...ie. twice weekly...**)
- keep long hair tied and/or pinned back
- do not share head gear
- keep gym clothes/change of clothes in a sealed bag when not in use and wash on a weekly basis
- do not share clothing
- avoid head to head contact
- keep winter hats, caps and scarves in coat sleeves when not in use
- **contact the school immediately if and when you detect lice or nits**

Dealing with head lice is costly, time consuming and often stressful for families. With everyone's cooperation in early detection and thorough treatment, we can assist each other in keeping the spread to a minimum...thereby making it a winning situation for everyone!

Consumable & Supervision Fees: these documents will be sent home during the next few weeks. We appreciate your noticing and observing the due date for payment. Should you have any questions please do not hesitate to call the school.



Student Absences: If your child is absent from school, we ask that you call in to report the reason for your child's absence (a message may be left on the answering machine when calling outside of school hours). If your child attends daycare, you must also inform them of the absences. Where the absence has not been reported, the absence must be justified in writing by a note given to the homeroom teacher upon your child's return to school. If the child will be absent for an extended period, please contact your child's homeroom teacher. Please note that the only school absences authorized under law are for illness, death in the family, court appearance or medical appointments. If your child will be absent for any other reason, this should be arranged in advance and receive prior approval from the office. Please understand that homework cannot be provided without advance notice and reasonable preparation time for the teacher. We will continue to post our 'Sustained Service Plan' on our school website. This document supports continued learning for students who are not able to come to school and outlines the school's expectations.

Behaviour Reports: We will continue to use the Behaviour Report system that was begun last April. For all minor transgressions, students will be assigned time in the Thinking Room in order to reflect on their actions and discuss with a Staff member how to best avoid similar behaviour in the future. In the event of major infractions, students will be referred to the office where the administrative team will meet with them. Consequences will be doled out accordingly.

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Dates to Remember:

September 19 th	Corn Roast and Peace Day
September 20 th	PD Day; No Classes for Students; Daycare Open
September 27 th	Terry Fox Run, 12:20 – 1:20pm
September 30 th	Photo Day K, 1, 2, 3
October 1 st	Photo Day 4, 5,6
October 14 th	Thanksgiving Holiday; School Closed
October 21 st	PD Day; No Classes for Students; Daycare Open
October 19 th	AGRHS Open House
November 15 th	PD Day; No Classes for Students; Daycare Open
November 22 nd	PD Day; No Classes for Students; Daycare Open



* SES Website and SES Facebook:



We encourage you to visit our website at (<http://www.etsb.qc.ca/sherbrooke>) to access important documents that we've already supplied you with and relating to your child's attending SES as well as teacher contact information. Also please follow us on our SES Facebook page, which we use to keep you up to date on some of the special activities held at our school.

The Special Education Advisory Committee Wants You!

The Special Education Advisory Committee (SEAC) advises the school board on its organization of services for students with special needs, educates parents as well as encourages them to become involved in their child's school experience.

Parents of students with special needs (have an IEP) constitute the majority of members on this committee. The SEAC Chairperson and Parent Commissioner are selected from parent members of this committee. Other members represent the various professional and support groups in the ETSB.

The committee allows you to meet and talk with others who have the interest of children with special needs at heart. Meetings are held monthly in Magog at the Eastern Townships School Board Office between 7:00 and 9:00 p.m. Mileage compensation is available.

If this committee interests you, please ask your school principal for an application brochure or call the Director of Complementary Educational Services, Emmanuelle Gaudet, at (819) 868-3100 x55035 to give your name or to ask for clarification. Forms should be returned to your school principal by October 2, 2019.

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PPO:

If you would like to receive information about the SES PPO, events and volunteer opportunities, but are not currently subscribed, please send an email to: ppossesherbrooke@gmail.com
We are always looking for new friendly volunteers!

Announcements:

A heartfelt CONGRATULATIONS is extended to Ms. Jennifer Palik on her appointment as Principal of ADS Elementary School! Ms. Palik will be terribly missed as her dedication, sense of organization and enthusiasm for the SES educational experience were remarkable! However, we know that she is excited about her new position and looking forward to getting to know her new Staff and students. Best of luck to you Ms. Palik!

We are very happy to announce that replacing Ms. Palik as Vice-Principal of Sherbrooke Elementary School, is Ms. Tia Rousseau. Ms. Rousseau has been at SES for 10 years and her knowledge of the SES traditions and its community members is very much appreciated. Her sense of organization, commitment to our students and proactive nature will certainly help her face new challenges as an administrator. All the best in your new duties Ms. Rousseau!

