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***"A proud feeder school to St. Mary Catholic Secondary School"***

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PRINCIPAL: D. YOUNGER  
SECRETARY: M. RATH**

**TRUSTEE: C. CORNALE  
PASTOR: VERY REV. W.L. FATHER. LOBSINGER, EV, PP**

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## **SEPTEMBER 2017 NEWSLETTER**

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### **SCHOOL PRAYER**

**Lord,**

**We give you thanks for filling our minds with knowledge and our hearts with love.  
With your guidance, we seek to follow the footsteps of Jesus.**

**We promise to lead, learn, love, and forgive as Jesus did.  
We will share our unique gifts and talents as we work to serve others.**

**When we are in doubt, let the spirit of St. Thomas the Apostle give us strength and courage.  
We humbly ask you to comfort and protect us as we grow and learn together.**

**We ask this through Christ Our Lord.**

**Amen.**

### **PRINCIPAL'S MESSAGE**

It is with great excitement that my tenure as Principal of St. Thomas the Apostle CES continues for the 2017/2018 year. I am blessed to work together with students, staff, parents, families and partners in building upon the school's great successes of the previous year.

Working from a theory that is grounded in the belief that all students are curious, competent and capable of tremendous accomplishment given the appropriate levels of support and encouragement, I remain committed to the concept of achieving excellence for all.

It is my hope that a culture of collaboration continues to flourish so that all our efforts are rooted in a coordinated approach and shared vision such that the uniqueness of each student is celebrated and learning opportunities are tailored to meet diverse needs.

The prophet Micah calls Christ's children to act justly, love mercifully and walk humbly with God. It is in this spirit that our staff will continue striving to help all students realize the fullness of humanity of which our Lord is the model. Anchored in partnership, St. Thomas the Apostle CES will remain dedicated to nurturing the spiritual, social, emotional, physical and cognitive development of all students.

On behalf of the entire staff, a warm 'welcome back' is extended to students returning from summer vacation and to those newly registered. The coming year promises to be filled with inquiry, exploration, opportunity and discovery where learning is forged in a perpetual state of 'wonder' and each new day is encountered in an atmosphere of 'inquisitive joy'. Together, we will 'lead, learn, love and leave a legacy'. Together, with the support of the parish, we will work to help our students reach their full potential by providing a safe, caring and inclusive environment. It is our goal to develop life-long learners that are disciplined and committed to high standards.

This newsletter is one of a number of ongoing communication efforts that will provide everyone with the opportunity to know what is happening at our school. Please consider subscribing on our web page in the Follow Us section with an up-to-date and accurate email address to receive communication updates directly. Please also consider following us on Twitter: [@stthces](#). Our website buzzboard will be populated regularly. In addition, our online calendar will be updated when items that impact the entire school community or large portions of the school community are planned. Please visit your child's password-protected LMS site for ongoing information about his/her classroom. At STTA, we remain committed to ongoing communication to ensure a strong and vibrant home-school-parish partnership. <http://stth.hwcdsb.ca/>

As in any school community, nothing we achieve can be done alone! Please consider getting involved in school life! We need your assistance as volunteers and Catholic School Council members. If you are interested in serving as a school volunteer, please complete the accompanying form and a volunteer letter will be prepared for you to secure a vulnerable sector screening check from the Hamilton Police.

Returning students will be excited to know that some new items will be on site thanks to some surplus monies from last year's school-generated funds:

- a bank of 10 ipads, keyboard cases and charging station
- Lego Walls in some classrooms
- Math manipulatives
- Gathering Carpets in some rooms
- multiple learning materials

Plant Operations installed artificial turf in the kindergarten playground for outdoor learning. The turf nicely complements the natural grass and soil around the periphery. <https://stth.hwcdsb.ca/236006--STTA-and-Artificial-Turf-for-Early-Learners>

Special thanks again to the Catholic School Council for approving fundraising monies for the purchase of Student Planners for children from Grade 1-8. As such, these items are completely free of charge for the student body. And speaking of CSC, thanks to Mr. Doma for submitting an application for a \$1000.00 Parents Reaching Out (PRO) Grant. These funds will support a special presentation for parents and guardians by internationally renowned Child Psychologist Dr. Jean Clinton on November 9, 2017. She will be speaking about nurturing mental wellness and resilience in children and youth. We await news from the Ministry at the time of this print for news of approval. Save the date!

Kindergarten: We welcome back our Year Two students and warmly welcome our new Year One friends. A reminder to all parents that children who take the bus to school will be escorted directly to the FDK fenced area. Students who come by foot or car will enter the area through the gate by the parking lot. A reminder that parents are not permitted in the fenced area to ensure a safe and secure environment for all.

Grade 1-8: Students who come to school by bus will walk directly to the playground as per standard practice to greet their friends and staff for some morning socializing. Students who come by foot, bike or car will walk along the pathway at the front of the school or the pathway behind the FDK yard to enter the playground. Adults are not permitted in the playground to ensure a safe/secure environment for all. **A reminder that on the first day, our new Grade 1 students will gather in the Kindergarten yard to support a smooth transition with as little anxiety and stress as possible.**

A gentle reminder that students who come by car should not be allowed to exit the vehicles on Skinner Road. This poses a safety risk. Please use the parking lot's 'Kiss and Ride' lane. Students can then walk along either pathway to gain entry to the playground.

Students who return home by car will exit from the side doors and make their way to the 'Kiss and Ride' lanes at the end of the day where they will meet an adult. Please do not block the thoroughfare with your car. If the Kiss and Ride Lane is full, please either park in a parking space OR loop around so that we ensure a continuous flow of traffic. Please drive slowly and remain patient.

Bus students will continue to wait in their designated bus lines until escorted to the appropriate buses as they arrive. Expected behaviour while traveling by bus and the consequences for contravention of the safety rules will be fully reviewed. Bus Patrol and Bus Buddies will be identified as well.

Students who walk or bike home will again have the benefit of a Crossing Guard in front of the school.

As was previously mentioned, communication is vital in supporting the teaching and learning process. We are committed to developing and maintaining strong community relationships. If you have a concern about your child, please do not hesitate to call the school and let us know. Early and ongoing information sharing can help to clarify and often alleviate concerns quickly. Begin by contacting your child's teacher or early childhood educator. In doing so, a time can be scheduled for you to speak, either by telephone, or at a meeting. Please do not discuss your concerns with the teacher or early childhood educator while s/he is supervising, receiving, or dismissing students; your concerns about your child deserve to be discussed in a more private setting. If not resolved in a reasonable and timely manner, please do not hesitate to contact me for assistance.

Mark your calendars as we have two opportunities to come together as a Catholic school community this month! First, please join us for our Opening School Mass on Thursday, September 14th at 10:00am at St. Thomas the Apostle Church. St. Thomas the Apostle CES is very fortunate and blessed to have the support of our Parish and we look forward to working with the Very Reverend Father Wayne Lobsinger, and the entire parish team once again this year. On Monday, September 18, 5:00-7:00pm, we will also have the opportunity to come together at our annual Meet the Staff Open House BBQ . We hope to see all of you there!

Wishing you a very successful 2017/2018 new year! <https://vimeo.com/181403388>  
Mr. D. Younger

### **SAFE ARRIVAL PROGRAM**

One of our greatest priorities is ensuring that all our students arrive safely to school each and every day. As a part of our safe arrival process, a daily absence check is conducted by office staff and often involves:

To enhance our existing absence check procedure, St. Thomas the Apostle Catholic Elementary School has implemented a new, more efficient student absence reporting system. This new system will reduce the time it takes to verify student attendance, making it easier for you to report your child's absence and easier for staff to respond to unaccounted student absences.

The new absence reporting system is called Safe Arrival. It will allow parents to report their child's absence quickly and conveniently in one of three ways:

1. Parents can call into an automated interactive telephone system via a toll free number (1-844-469-5486) through which absences can be reported.
2. Parents can log into a website, [hwc.schoolconnects.com](http://hwc.schoolconnects.com) to authenticate their Portal account to report absences.

3. Parents who have authenticated their accounts and have either an iOS or Android device can download an app that can be used to report absences.

This system is available 24 hours/day, 7 days a week. Future absences can be reported at any time.

The automated notification system will contact parents at multiple contact numbers until one of the designated contacts is reached. If our system is unable to reach a designated contact after 20 minutes, office staff will follow up. By reporting your child absent in advance using the Safe Arrival toll free number or SafeArrival Portal website/app, you will NOT receive a call.

**Please do NOT call the school directly to report absences.**

We need your support in order to make this successful. Please ensure that you have validated all your contact information such as phone numbers (home and cell) and email addresses with the office if any changes have been made.

Thank you for your patience and cooperation during this transition period to better ensure the safety of all our children.

### **ARRANGEMENTS FOR PICKUP/DROP OFF**

With your cooperation we need to work as a community to alleviate the challenges that are presented as a result of calls and visits to the office at inopportune times to make last minute arrangements to pick up children from school. The office is a very busy place at the end of the school day and with this in mind, it is important that your child's exit routine be firmly resolved well before that time of the day. The transition of students from school to home begins at a point in the afternoon where we are challenged to disrupt the momentum of movement through announcements or pages into classrooms.

In order to ensure a seamless process, you are kindly asked to use the School Arrival electronic system described above through School Connects for all early dismissals. The school can then ensure your child is ready for pickup at a time that is suitable for your arrival.

### **SCHOOL SECURITY**

Student safety is paramount at St. Thomas the Apostle CES. Please note the following informational items regarding school security.

1. All entry doors to the school will be locked during the school day to ensure student and staff safety.
2. The intercom system must be used to gain entry into the school. You will be asked to state the nature of your visit, and depending on the nature of the visit, you will be given access to the school and should immediately report to the main office. **All visitors to the school are asked to enter the building through the front doors rather than the side. This is a safety protocol put in place to ensure that visitors are greeted and formally identified.**
3. Please note the time. If you arrive after the bell has rung to begin the school day, O'Canada / Morning Prayers / Announcements are in progress between 9:10am and 9:20am daily. This system requires your patience and cooperation in order to ensure the ultimate safety of your child. Thank-you for helping to keep our community safe!
4. School Phones: during the nutritional breaks (10:40-11:20, 1:20-2:00), all incoming phone calls may go directly to the message machine. Please know that all messages will be checked regularly and addressed in a timely fashion.

### **BIRTHDAY PRAYER**

Loving God, You created all the people of the world and you know each of us by name. We thank you

for ... (\*\*\*\*)... who celebrate (s) his/her/their birthday today.

Bless (them) with Your love and friendship that (they) may grow in wisdom, knowledge and grace. May (they) love (their) family always and be ever-faithful to (their) friends.

Grant this through Christ, our Lord. Amen.

We announce birthdays daily through this special prayer each morning.

### **CATHOLIC SCHOOL COUNCIL NEWS**

Our Catholic School Council is established for the purposes of developing, encouraging, and promoting activities which will enhance the quality of school programs and improve levels of student achievement. The Catholic School Council provides insight to the Principal, and where appropriate to the School Board, on issues outlined by the Ministry of Education and Training. You are invited to please consider a candidacy for the position of Parent Representative. In accordance with Ministry Regulations 612/613, the following timelines will be followed regarding Council elections:

Friday, September 8, 2017:

We invite you to consider nominating yourself or another parent candidate and submit the attached nomination form to the office. Should we receive less than 8 nominations and candidates fulfill the requirements outlined in the regulations, they will be acclaimed and informed of the first meeting date.

Thursday, September 14, 2017:

If an election is necessary, names of candidates and a one page information page will be posted in the front entrance way of the school and on our school website.

Monday, September 18, 2017:

Elections will take place during the 'Meet the Staff BBQ' if needed. Each family is entitled to one vote.

Tuesday, September 19, 2017:

The names of the Catholic School Council members will be announced via posting on the front doors of the school, on the website and in the October newsletter.

Monday, September 25, 2017:

This will be the inaugural 2017/2018 Catholic School Council Meeting. Please support the council by attending the regular meetings. Meeting dates will be posted in the monthly newsletters and on the website. The meetings begin at 7:00 p.m. in the Learning Commons. All parents are welcome as observers if you are not an elected or appointed member of council.

The nomination form is found on the last page of this newsletter.

### **STUDENT VERIFICATION FORMS**

As we do annually, a package of forms will be sent home this week for both office and classroom use. Please carefully read the instructions pertaining to the family forms and the individual student forms, ensuring that they are properly completed and signed. All forms are due back to the school on or before Friday, September 22, 2017.

### **SCHOOL DAY BREAKDOWN**

9:10 Entry Bell / Morning Prayer and Announcements (students are considered to be late if they do not enter the school with their class) (Friday Announcements via online a/v feed: STTA Eyewitness News)

9:20 Classroom Instruction Begins (80 minute instructional block)

10:40 First Nutritional Break #1 Begins. (40 minutes)

- First 20 minutes Gr. 1 - Gr. 3 - Enjoy snack for 20 minutes indoor; Gr. 4 - Gr. 8 - Outdoor physical activity

11:00 Nutritional Break continues.

- Second half of first Nutritional Break. Gr. 1 - Gr. 3 - Outdoor Physical Activity, Gr. 4 to Gr. 8 - Indoor snack

11:20 Instructional Day resumes (120 minute instructional block)

1:20 Nutritional Break #2 Begins. (40 minutes)

- First 20 minutes Gr. 1 - Gr. 3 - Enjoy snack for 20 minutes indoor; Gr. 4 - Gr. 8 - Outdoor physical activity

1:40 Nutritional Break continues Gr. 1 - Gr. 3 - Outdoor Physical Activity, Gr. 4 to Gr. 8 - Indoor snack

- Second half of first Nutritional Break. JK - Gr. 3 - Outdoor Physical Activity, Gr. 4 to Gr. 8 - Indoor snack

2:00 Instructional Day resumes (90 minute instructional block)

3:30 Dismissal

**Please note the following.....**

1. Student supervision begins at 8:55am. For the safety of your child, we request that students DO NOT arrive on school grounds prior to 8:55am.

2. Please establish routines at home that will assist your child to arrive at school well before the entry bell. It is important for students to begin their day on time each and every day. This is also a time ideal for socializing, establishing new relationships and engaging in physical activity.

3. Students arriving late for school are asked to enter through the front main entrance and report to the Main Office first to obtain a late slip before going to class. Please use the side laneway to drop your child off as the front laneway is for bus use only. Please obey all posted signage. Students are considered late if they do not enter the building with their class at the east entrances in the case of students from Grade 1 to Grade 8 and the Kindergarten entrance for students in the respective Kindergarten classes.

Research strongly suggests that regular, daily attendance at school is directly linked to student achievement.

**STUDENT AGENDAS**

The agenda is an important organizational tool for both students and parents. Student agendas will be used daily in classrooms (Gr. 1-8) to assist our students in developing sound organizational skills and they are to be used throughout the school year. Agenda use will be monitored by classroom teacher on an ongoing basis. Student success begins with the nurture and development of personal responsibility and organization.

The agendas also include important school information such as: the Catholic values; historical information; study tips; and educational information to ensure a successful school year. Please take the time to walk through the agenda with your child and encourage them to use on a daily basis.

During the first few weeks of the school year, our staff will be helping the students develop the “planner” habit by teaching them how to enter assignments and completing regular follow-up activities. Classroom teachers will be monitoring the use of the agendas on a regular basis and we would ask you to do the same at home. Each student has different needs – some may need daily reinforcement while others may need less. We ask for your cooperation in signing your name on the corresponding date each time you check it over.

We believe that the use of the planner will effectively assist the students in doing their best during the school year. The agenda is an effective learning tool for students, a vital communication tool for parents, and a teaching tool for educators. It should never become a behaviour log of student conduct.

We trust that through the cooperative efforts of all concerned, we will be able to help our students achieve their full potential at St. Thomas the Apostle CES.

**SPECIAL LUNCHES**

St. Thomas the Apostle CES will continue to provide special lunches for our students. Pizza orders for Wednesdays (Thanks to Mrs. Shannon and the Grade 8s) will be available shortly through **School**

**Cashonline**. Optional special meals on other days of the week will be available shortly via

<http://www.lunchboxorders.com/> Please note that all food and beverages provided at St. Thomas the Apostle CES are in full compliance with the Ministry of Education Food and Beverage Policy that went into effect on September 1, 2011. Under that same legislation, schools are granted ten days in which

exemptions to the policy can be applied. Of single most importance is the fact that at all times, we are a NUT SAFE school which means that any food coming into the school through any means is NUT SAFE and free of ingredients that could be problematic for a child with a NUT ALLERGY.

### **MEET THE STAFF SCHOOL BBQ (Harvey's)**

The 'Open House/Meet the Staff' School BBQ will be held on Monday, September 18, 2017, 5:00-7:00 pm. Orders will be available through School Cashonline shortly.

### **25th ANNUAL HWCDSB PARENT CONFERENCE**

"Weaving the Catholic Partnership"

Date: Saturday, November 4, 2017

Time: 7:45am-2:30pm

Location: Bishop Ryan Catholic Secondary School, 1824 Rymal Road East

### **SCHOOL IMPROVEMENT PLAN**

As a new school year starts, we will be developing our own School Improvement Plan for Student Achievement (SIPSA) in alignment with the Board Improvement Plan for Student Achievement (BIPSA) which we will be sharing with you later this fall. Our SIPSA includes the following pillars: Catholic Faith Community and Culture; Literacy & Numeracy; and Pathways. Our staff will review and adjust our goals from last year under each heading as well as develop an action plan and a method for monitoring. This School Improvement Plan for Student Achievement will be our roadmap for the 2017/2018 school year as we journey towards excellence.

### **KINDERGARTEN PLAYGROUND**

Please note that the creative playground in the Kindergarten yard is only for the use of our Kindergarten children. If you should observe anyone after hours in these fenced-in areas of our school yard with their dogs, please take note of the description of the individual and the dog in question so that the matter can be corrected promptly. We want these areas to remain clean and sanitary for our youngest learners.

### **PARENTING AND FAMILY LITERACY CENTRE**

St. Thomas the Apostle CES is fortunate to be one of only six Catholic schools across the system to have a Parenting and Family Literacy Centre (PFLC) on site.

<http://www.hwcdsb.ca/programsandservices/childcaredevelopment/?fileID=10055>

Parenting and Family Literacy Centres are school-based programs in which parents, grandparents and caregivers with their children, participate in a range of play-based learning activities that focus on the optimal development of the child and the early acquisition of literacy and numeracy skills.

Pre-registration is not required, snacks are provided for youngsters and visits are absolutely free of charge. Hours of operation are Monday-Friday, 9:10-1:10 daily. Our PFLC Supervisor is Miss Patty Beaudry and she looks forward to having you join the PFLC community.

### **BEFORE AND AFTER SCHOOL PROGRAM**

In collaboration with our third party provider Hamilton-Wentworth Catholic Child Care Centres Inc, St. Thomas the Apostle CES offers a fee-based Before and After School Program for students, ages 3.8 - 12. Please visit their website for more information, including hours of operation and fees.

<http://hwcccc.ca/>

### **TECHNOLOGY-ENABLED LEARNING AT STTA**

St. Thomas the Apostle CES maintains its special designation as a Microsoft Showcase School for the coming year. There are many benefits to this prestigious title that include membership to a global online professional community, promotional materials, expert online support and access to new product trials and pilots.

We remain committed to enhancing student learning, engagement and achievement through technology.

When used appropriately and with guidance, technology can bridge the divide and enhance lives.

### **NO CELL PHONES PLEASE**

To maintain a controlled learning environment and ensure academic integrity, parents are asked to send children to school without cell phones or other wireless telecommunication devices. If you need to contact your child during the school day, please do so by contacting the office.

Bring Your Own Device To School (BYOD) will begin in classrooms as the year progresses. Students will be invited to bring a device to school to complement learning. Devices will be available for students who do not wish to bring a personal device to school.

When the BYOD initiative commences, permission forms will be sent home that include all parameters and the consequences for students should the understood standards not be followed. More information will be forthcoming. In an age of technology there are many electronic devices that can contribute to the learning environment of students.

There are parents who, for safety reasons, wish to have their child carry a cell phone in their school bag on their way to and from school. Please note: Any devices that are brought onto school property and become visible to a staff member, other than during instructional time and for the purposes of learning as per BYOD guidelines under teacher supervision, will be confiscated and locked in the school safe. An adult will then be responsible to pick up the device and return it home.

Parents are requested to communicate this expectation to their child.

Permission forms and information will be sent home with students in Grades 4-8 regarding Bring Your Own Devices. Please review the policies and sign the form and return it to your child's teacher.

### **MEDICAL INFORMATION**

Please note that medication cannot be dispensed by school staff. Students may require self-administration and can do so with:

- a) authorization by the parent or guardian, and
- b) appropriate forms signed by Physician
- b) properly labelled container.

Please contact Mrs. Lamparski, school Special Education Resource Teacher, through the school office for office forms that must be completed. These forms are also posted on the school website.

At all times we strive to ensure the safety and well-being of our students. We rely on parents to bring to our attention any issues relating to the health of their children by informing the office of any allergies, medical concerns, anaphylaxis, issues, etc.

This information is documented and shared with the staff to keep everyone informed. In addition, we maintain copies of pictures with accompanying emergency action plans for children with anaphylaxis, allergies, asthma, etc. both in the office area and respective classrooms.

For some of our children their allergies can be considered life threatening (nuts, tree nuts, etc.). The term anaphylaxis is used to identify those students. As a result our school does not permit any peanut and nut products to be brought to the school. Please read labels carefully and watch for the peanut/nut free symbol that now accompanies many baked goods. Only those goods can be shared with students to celebrate birthdays. We suggest considering an alternative treat to share such as a pencil, eraser, sticker, etc. Thank you for your cooperation in this regard.

Please note that there are many other allergens in the school as well, but they will be dealt with on an as needed basis. If your child is in a classroom where these allergies are important to be aware of, a separate

letter will come home to you through your child's teacher containing some information about the sensitivity required and the reason why.

The following guidelines must be strictly adhered to by all of the students in the school:

- All foods must be eaten in the classroom – absolutely no food is to be eaten outside or on the bus.
- Snacks are not to be shared with other students.
- Utensils are not to be shared with other students.
- Hands are to be washed before leaving home after eating anything that may contain peanut products.

Traces of peanut butter or oil can get on the bus seats or playground equipment, desks, and personal belongings.

- Parents are asked to read labels carefully for the following products that may contain nut products: granola bars, crackers, chocolate bars and cookies, some cereals, store baked goods or snacks.

### **EMERGENCY PROCEDURES**

As required we will be conducting our emergency evacuation procedures early in the new year to ensure that all students and staff are aware of the routes for evacuation. There is a minimum of 3 practices that must be recorded in the fall and 3 in the spring of each school year.

In addition, we will be conducting practices for “lock down procedures” in the fall as well to keep all staff and students informed as to our practices in the event of an intruder. The teachers will be addressing this aspect of school safety within their classrooms with dialogue that is age appropriate. Two lockdown drills are required.

The school must also conduct one ‘Bomb Threat Evacuation Drill’ per year.

Each school must also have an emergency evacuation site in case the school population must leave grounds. Cannon Nursery on Highway 5 was our emergency site; however, they have closed. We thank the school community of Mary Hopkins Elementary School for graciously accepting our request to relocate in their building in the event of an emergency.

### **EXPECTATIONS OF THE ONTARIO CATHOLIC SCHOOL GRADUATE**

Catholicism's Core Understanding of the Human Condition

Distinctive expectations for graduates of Catholic schools are determined and shaped by the vision and destiny of the human person emerging from our faith tradition. This Christian anthropology or world view, reveals the dignity and value of the person. Our tradition tells us God creatively and lovingly calls each of us into the wonder of life, sustaining us by the power of the Holy Spirit, throughout the human Journey, into life eternal. We acknowledge that the journey includes moments of brokenness and sin. We recognize in the person of Jesus, the risen Christ, the human face of God sharing our life in order to heal us of our brokenness and liberate us from sin.

This Christian vision of the human journey is best understood within the context of relationship. It is accomplished in community, in solidarity with brothers and sisters in the Church and beyond.

Throughout the school year we will recognize students in the various aspects of school life and honour them with a certificate and group picture which will be taken at the end of each month and posted to our school newsletter. Please find the chosen areas of focus for the year that will be recognized in our classrooms.

<b>Month</b>	<b>Virtue Focus</b>	<b>School Mission</b>	<b>7 Habit Focus</b>
<b>September</b>	Reverence	Lead, Learn, Love, Leave a Legacy	Paradigms/Values
<b>October</b>	Justice	Lead, Learn, Love, Leave a Legacy	Be Proactive

<b>November</b>	Peace	Lead, Learn, Love, Leave a Legacy	Begin With The End In Mind
<b>December</b>	Hospitality	Lead, Learn, Love, Leave a Legacy	Put First Things First
<b>January</b>	Community	Lead, Learn, Love, Leave a Legacy	Think Win- Win
<b>February</b>	Compassion	Lead, Learn, Love, Leave a Legacy	Seek First to Understand then to be Understood
<b>March</b>	Courage	Lead, Learn, Love, Leave a Legacy	Synergize
<b>April</b>	Joy	Lead, Learn, Love, Leave a Legacy	Sharpen the Saw
<b>May</b>	Respect	Lead, Learn, Love, Leave a Legacy	All 7 Habits
<b>June</b>	Integrity	Lead, Learn, Love, Leave a Legacy	All 7 Habits

St. Thomas the Apostle CES includes the 7 Habits of Highly Effective People in its goal of optimizing student achievement, work habits, learning skills and life skills. More information can be found at: [http://www.theleaderinme.org/uploads/Documents/results/7\\_Habits\\_Lit\\_Review\\_for\\_Education.pdf](http://www.theleaderinme.org/uploads/Documents/results/7_Habits_Lit_Review_for_Education.pdf)

### **DRESS CODE POLICY**

St. Thomas the Apostle CES respects the uniform policy set out by the school board. The actual policy can be accessed via the following link: <http://www.hwcdsb.ca/board/policies/?fileID=478>  
Please contact the school should you have any questions. Dress Code Policy will be strictly enforced.

### **SUSPECTED CHILD ABUSE**

In accordance with the Child and Family Services Act, RSO 1990,s. 72 (5), it is the policy of the Hamilton Wentworth Catholic District School Board to report suspected cases of child abuse. It is the role of the Children's Aid Society, to whom we report that, will investigate such a report. If your child is bruised or marked from an accident, you may wish to let the teacher know the circumstances. Should a report be made to the Children's Aid Society, please understand that we are complying with the law and a 'Duty to Report' and have the best interest of your child in mind.

### **TELLING TALES**

Mark Sunday, September 17, 2017 on your calendars for the 9<sup>th</sup> annual Telling Tales Festival. Telling Tales is a free, outdoor festival and a year round commitment to promoting literacy and inspiring a love of reading. Located at Westfield Heritage Village in Rockton, Ontario, children and families can enjoy a day of stories, songs and fun with well-known musicians, artists and authors. Please see the following link for more information: <http://www.tellingtales.org/>

### **BIKES**

As part of Physical Literacy, students are welcome to ride their bikes to school while weather permits. Students are expected to walk their bikes once on school property to the designated 'bike stands' at the west of the school for the safety of all. Bike locks are always highly recommended while helmets are mandatory.

### **NO DOGS PLEASE**

Please do not bring dogs onto school property. There are many students with allergies to animals as well as children who are afraid of dogs. We suggest your child meet you along the sidewalk on Skinner Road if you must bring your pet. Thank you for your cooperation and support. We want to ensure that all our students feel safe in every respect when they come to school.

## **LEARNING FOR ALL**

All members of the St. Thomas the Apostle CES staff are committed to learning for all. All instructional encounters with students are grounded in Ontario curriculum expectations. For a detailed look at the Ontario Curriculum, please note the following link:

<http://www.edu.gov.on.ca/eng/curriculum/elementary/> Additional information specifically related to parents can be found at: <http://www.edu.gov.on.ca/eng/parents/> As a Catholic system, all curriculum expectations are rooted in Gospel values and Catholic teachings as per the [Ontario Catholic School Graduate Expectations](#).

All educators remain committed to the concept of differentiation, ensuring multiple entry points to expectation demonstration through ‘saying, doing and representing’. The assessment, evaluation and reporting of student achievement is guided by the provincial document [Growing Success](#).

## **AN ADMINISTRATION’S VISION**

Many issues arise daily that require careful and collaborative deliberation. Ultimately, decisions need to be made. It is important to note that administrative decisions are grounded in what is best for students and rooted in a clear vision. Please find below a series of core beliefs that serve as a cornerstone for administrative decision-making.

- ✦ I believe that, grounded in the words ‘tentative’ and ‘flexible’ and ‘risk taker’, we are called to service each day.
- ✦ I believe that in ‘embracing uncertainty’ and unlimited mistakes, we are open to endless possibilities...where failure is seen as an opportunity to grow.
- ✦ I believe that all students are competent, curious and capable of complex thought.
- ✦ I believe that all children can learn and thrive given the appropriate levels of support and encouragement and multiple ways to make their thinking/learning visible.
- ✦ I believe that if students are apparently unable to learn, we must assume that we have yet to find an effective way to teach them.
- ✦ I believe that all students, when given a rigorous challenge that is meaningful and authentic and engaging, will rise to the occasion with innovation and creativity.
- ✦ I believe that we are all called to be servant leaders who inspire others by our words and daily actions and connections with those around us in our Catholic community.
- ✦ I believe that an emphasis on personal/social/emotional development in school is critical for students of all ages, especially in the area of self-regulation and its influence on mental wellness.
- ✦ I believe that a focus on Physical Literacy for all members of the school community will have a profound influence on the quality of life for all in later years.
- ✦ I believe that collaboration and professional debate enhance learning and growth for all.
- ✦ I believe that decisions should be based on the best interests of children and the impact these decisions will have on well-being, learning and achievement.
- ✦ I believe our greatest calling is to be a Merchant of Hope for each other.



# St. Thomas the Apostle Catholic Elementary School Volunteer Form 2017/2018

NAME: \_\_\_\_\_

Parent/Guardian of: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Please check the activity of activities you would like to help with this year:

- Volunteer Coordinator (contact volunteers for various events)
- Classroom Volunteer
- Class Trip Supervisor
- Emergency School Closure
- Reading volunteer
- Special Lunches

Special Events and Programs:

- Move-a-Thon, Terry Fox Run, etc
- Picture Day
- Book Fair
- Catholic School Council sub-committee member
- Breakfast With Santa
- Pancake Tuesday

I am available on the following days and times (please check those which are convenient):

	Monday	Tuesday	Wednesday	Thursday	Friday
Mornings					
Afternoons					

Please note: Vulnerable Sector Checks are required.

Please return this form to the office either in hardcopy or electronic copy via: [stth@hwcdsb.ca](mailto:stth@hwcdsb.ca)

**ST. THOMAS THE APOSTLE CATHOLIC ELEMENTARY SCHOOL**

**Catholic School Council Nomination Form 2017/2018**

**Deadline for Application: Friday, September 8, 2017 at 4:00 pm**

\_\_\_\_\_ I wish to nominate myself to serve as a member of the Catholic School Council for 2017-2018.

Parent Name: \_\_\_\_\_ (please print)

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_ I wish to nominate the following individual to serve as a member of the Catholic School Council for 2017-2018. When nominating a parent please ensure that the individual has accepted the nomination prior to submitting this form.

Person to be Nominated: \_\_\_\_\_ (please print)

Nominator's Name: \_\_\_\_\_ (please print)

Nominator's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Candidate Information to be made available to parents for voting purposes if an election is required.  
If required, elections will take place from 5:00-7:00 pm on Monday, September 18, 2017  
(Meet the Staff BBQ).**

**(Please provide background information as to your suitability as a candidate for CSC)**

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Please return a hardcopy to the office by Friday, September 8, 2017.