From the Principal’s Desk

Welcome back students!

We are excited about the year of learning ahead as we continue to empower modern learners through engaging and meaningful hands-on and inquiry-based learning opportunities. The Peel District School Board’s Plan for Student Success outlines four key areas of focus: high expectations for achievement, equity and inclusion, wellness and positive climate, and parents, staff and community engagement. Our dynamic and dedicated Lancaster staff team works together to support these goals in order to ensure that each child experiences success, confidence and hope! As parents, you play a key role in working with our team to empower your child to reach his or her potential. Thank you for your ongoing support for Lancaster, and we look forward to seeing you at our Open House in October!

Joanne Redhead

Welcome our New Staff

Please join us in welcoming new staff members to Lancaster Public School! We are excited to have them join our team!

Lauren Nash
ISSP/ESL Teacher

Nana Asare
Teacher, Grade 1

Please say hello and give all of our new staff a warm welcome when you see them around the school.

Fundraising Initiatives for 2019/2020

Throughout the year Lancaster will be fundraising for various school needs. Our main fundraising is through the proceeds of various lunch days, treat days, and various school based activities.

The net profit from our fundraising will go towards trip and in school presentation subsidy, literacy and technology, physical education equipment, Lancaster student leader activities, play day, and various school based activities.

We appreciate your continued support of our school!

Student Medical Information

If your child requires the administration of medication at school (i.e. epi-pen for severe allergies, puffers for asthma, etc), or if your child’s medical needs have changed, please contact the office to update the information as soon as possible.

Medical forms are maintained for the current school year only and must be resubmitted at the beginning of each year. It is important to note that the school is not able to administer over the counter medication to your child without the Peel Board’s medical forms completed by a doctor. Parents must also complete a Plan of Care.

Lancaster Website Subscription

Have you signed up to receive Lancaster communications through email? You can sign up by visiting our school website: http://schools.peelschools.org/1105/Pages/default.aspx and click on “Sign Up for School News”.

Follow us on Twitter: @Lancaster_PS
**School Cash Online**

Our school offers School Cash Online, a safe and secure form of online payment, as its preferred method of payment for all school fees. With a parent-friendly portal and an easy way to keep track of your child’s activity fees, you can use School Cash Online to pay for school items like field trips and pizza days directly from your computer or smartphone using eCheck, Visa or MasterCard.

**Register now**

By registering, you’ll have the ability to:

- Keep track of your children’s school item and activity fees
- Check account history
- Print or view receipts
- Make donations to school fundraisers online and instantly receive a tax receipt
- Pay for school fees with the click of a button

For more information and to register, visit https://peelschools.schoolcashonline.com. If you have any questions, please contact the school directly.

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**School Security**

We are looking for your help in keeping our school safe. When entering or exiting the school, please do not open the school doors for people attempting to enter the school. **ALL VISITORS TO THE SCHOOL MUST ANNOUNCE THEIR VISIT TO THE SCHOOL OFFICE USING THE BUZZER LOCATED TO THE LEFT OF OUR SCHOOL DOORS, AND MUST REPORT TO THE OFFICE.**

When you buzz the office, please stand close to the camera to state the purpose of your visit. The office is a busy hub for our school. Please be patient if our staff are not able to answer the buzzer immediately and wait a few moments before buzzing a second time. During the times of 11:00 am - 12:00 pm and 1:00 pm - 2:00 pm, our school office is at its busiest and there may be a delay in answering the buzzer.

**Parents & Visitors are not permitted throughout the school during school hours.** Thank you in advance for your cooperation in keeping our school and students safe.

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**Safety Comes First!**

We want to continue to ensure a smooth and safe entry and dismissal for all students at Lancaster. Teachers are on duty beginning at 8:30 – 8:45 a.m. At 8:45 a.m. children and teachers enter the school and the doors are locked. Students who arrive to school after 8:45 a.m., are late and must enter the school through the front doors to get an admit slip from the office.

**For kindergarten, grade 1 & 2 students:**
Parents or caregivers **must always** accompany their children to the office to sign in their child.

**For grade 3, 4 & 5 students:**
Students who arrive late between 8:45 – 9:00 a.m. will be given an admit slip.
Students who arrive after 9:00 a.m., **must be signed in by a parent or caregiver in the office.**

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**ParentConnect**

**What is ParentConnect?**

ParentConnect is a safe and secure website, created by the Peel District School Board, that acts as a single point to stay informed and to access all electronic services provided to Peel board parents and legal guardians.

The parent-friendly website will allow you to:

- view school-based alerts and information
- view current and historic elementary report card information
- review secondary school credit history and diploma status
- get up-to-date busing information
- access real time absence reporting
- and more

To learn more about the benefits of ParentConnect, visit our school website or www.peelschools.org/parentconnect

To register and begin using ParentConnect, visit http://parent.peelschools.org or click the ParentConnect button on your child’s school website. For those parents/guardians that have used ParentConnect in the past, you will receive a new token/passcode to re-register your child(ren) with ParentConnect via email. This important step ensures that only you, as legal guardian, have access to your child’s information.

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**No School: Tuesday September 25th**

**Open House - Wednesday October 2nd**
**Kiss ‘N Ride**

Teachers begin duty at 8:30 a.m. Please do not send your child to school earlier.

Kiss n’ Ride is a single lane to be used to drop your child off without parking or getting out of your car. Do not park in the Kiss and Ride (By-law officers will issue parking tickets).

Follow the directions of staff and move to the designated drop-off and pick-up area with courtesy and respect. Staff will ensure your child exits and enters from the passenger doors onto the sidewalk. ECE teachers will meet kindergarten students and escort the children to class.

Families are not to enter or exit the school parking lot from 8:30-8:45 a.m. and from 3:10-3:25.

The street in front of the school, is a NO Stopping Zone from 8:00 a.m. to 5:00 p.m. You may park your car and escort your child to the school by parking on side street, obeying traffic signs.

To ensure the safety of staff and students, we ask all parents/guardians be mindful of the following guidelines:

- There is no parking and no waiting in the Kiss and Ride lane. Pay attention to the traffic in front of you and pull forward as cars move forward.
- The Kiss N’ Ride program is only available to students who are able to disembark independently.
- After picking up or dropping off your child, leave promptly so that others can get in behind you.
- If your child is not waiting for you at the main crosswalk at the end of the day, please circle the parking lot if permitted and rejoin the line or park in a designated parking space to wait.
- Always respect traffic flow and abide all traffic laws and signs.

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**Nutrition Breaks**

**When:** 1st Nutrition Break – 11:05 a.m. - 11:50 a.m.  
2nd Nutrition Break – 1:10 p.m. - 1:50 p.m.

**What:** Parents/Guardians are responsible to provide 2 mini-lunches for their child/children for both Nutrition Breaks. Please provide food from all of the food groups for a healthy balanced meal.

We are an allergy safe environment. Please send foods that are nut friendly.

Students who require an EPI Pen, must carry it on their person.

**How:** Students eat for 20 minutes in school, and then play outside for 25 minutes. Students may go home during the 1st NB only, but must be back to school before 11:50 a.m. A completed and parent signed nutrition break permission form must be submitted to the school for students to be released at the beginning of 1st nutrition break.

**Hot Lunch:** It is recommended that students bring their lunch to school in the morning. However, parents may wish to occasionally drop off a hot lunch.

All lunches are to be placed on the lunch table in the office before 11:00 a.m.  
All lunches must be labeled with the student and teacher’s name.

Please ensure that your child is aware that a lunch will be at the office, so they may collect the lunch at the beginning of the nutrition break - allowing them time to eat during the allotted time. Office staff are not permitted to interrupt classes and are not responsible for lunch pick-ups.

All lunches that will be dropped off should be planned in advance with your child. It is your responsibility to ensure that your child knows that a lunch will be arriving for them. It is your child’s responsibility to come to the office to pick up their lunch. Feel free to write a note in your child’s agenda to remind them that a lunch will be dropped off at the office. Lunches should be dropped off to the Lancaster lunch table, located in the office, on or before 11:00 a.m. Students will come to the office beginning at 11:05 a.m., at the beginning of 1st nutrition break, to collect their lunch. If lunches are dropped off after nutrition break begins, the student may not have enough time to eat the lunch with their classmates and may finish their lunch at 2nd nutrition break.

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**Keeping Lunches and Snacks Peanut-Free**

Anaphylaxis is a potentially life-threatening allergic reaction that affects some children. We ask that you help us take care of these students by sending lunches and snacks for your child that are free from peanuts or nuts, because these foods are the leading cause of anaphylaxis. Please read the label of any food you plan to send to school with your child. If the label says, “May contain nuts or peanuts,” please do not send it to school. You can get a complete copy of the Peel board's anaphylaxis guideline at www.peelschools.org under the Parent tab, under Student Health.

Many parents wish to acknowledge their child’s birthday at school. DO NOT bring any food items, such as cakes, cupcakes, or Tim Hortons products as they are not nut free. You may bring non-food items such as pencils or stickers, or a book for the classroom. We do acknowledge birthdays with a Lancaster birthday sticker and in the morning announcements.
Volunteering at Lancaster

The staff and students at Lancaster greatly appreciate the many contributions that our volunteers bring to the life of our school.

Volunteers may assist in the following areas:
- class trips
- classroom volunteer
- learning gardens
- working with students in our reading program
- preparation of classroom materials
- Child & Family Learning Centre
- School Council members

For the safety of our students, all individuals who work in the school must have a Police Criminal Record Check. The criminal record check must be completed by the Peel Region Police and submitted to the Peel District School Board before you can volunteer in the school.

Volunteers working in the school will be placed based according to school needs and placement availability, in accordance with our volunteer program policies. Volunteers will not be placed in the same classroom as their child and/or extended family member. However, parents and guardians are welcome to attend class trips with their child and/or family members, if their criminal record check is registered with the Peel District School Board.

If you are interested in becoming a volunteer at Lancaster, please visit our school office. Our office staff would be happy to provide you with the necessary forms.

Peel Learning Foundation

The Peel Learning Foundation’s mission is to raise funds to enable Peel District School Board students to achieve personal excellence by providing resources that help them overcome barriers. We officially launched in February 2019, and to date, the foundation has supported more than 200 students.

Did you know that 1 in 5 students in Peel Region face barriers related to poverty.
That’s more than 27,000 Peel board students.

Through the Student Emergency Needs program and Student Backpack program, the support we provide can be as simple as providing funds for food or transportation, a winter coat, or a backpack filled with school supplies. This type of support can enrich a student’s school experience and help them achieve success. Any teacher, staff or support person can speak confidentially to their school’s principal, vice-principal or supervisor when they encounter a student in need, who will then reach out to us to ask for help.

There are many ways that you can support the foundation. A gift will help us achieve great things for students. To learn more, visit www.peellearningfoundation.org/how.

You can help us create hopeful tomorrows.

www.PeelLearningFoundation.org | 905-890-1010 ext. 2461 | foundation@peelsb.com

@PeelLearningFDN | /PeelLearningFDN

Time For School - Guide to Reporting School Absences

All parents/guardians of elementary students need to report their children’s absences or late arrivals from school via our automated School Messenger SafeArrival system.

Use one of the following methods to set-up your new SafeArrival account. Please ensure the number and email address that you are using to report your child’s absences are those that we have on file at the school.

SchoolMessenger app (free from Apple or Google Play)
1. Download the SchoolMessenger app
2. Tap Sign Up to create your account

Web and Mobile Web: go.schoolmessenger.ca
1. Go to the above website
2. Click Sign Up to create your account

Interactive Toll-free Phone
1. Call the toll-free number: 1-855-209-6155
2. Listen to and follow the instructions to report an absence

As always, please report your child’s absences before the start of the school day. Late arrivals and/or early departures should be reported as soon as possible. If your child’s absence is not reported in advance, the automated notification system will contact you and will provide an opportunity to verify the absence. By reporting your child absent in advance on the SafeArrival toll-free number, website or SchoolMessenger mobile app, you will not receive a call.

As always, if you have any questions or require any assistance, please contact the school.
Subscribe to Receive News from the Peel Board

Subscribe to automatically receive a list of activities by email that are sent the last week of each month, plus bonuses throughout the year. Visit our website at www.peelschools.org and click on the subscription link under "Quick Links."

You can also subscribe to:
- Learn more about board news and school events.
- View Peel board meetings with Board agendas. Meetings are open to the public and are held on the second and fourth Tuesday of the month.
- Read highlights of decisions made by trustees at board meetings.
- Receive job postings for non-teaching staff.

Please be reminded that PLASP & Lancaster Public School are independent organizations. As such, it is the responsibility of the parents to ensure that both the school & PLASP are notified of changes to student information, absences, vacation notices, etc. This information is confidential and is not shared.

Access to PLASP from inside of the school is not permitted for parents or visitors.
Access to the school from inside of PLASP is not permitted for parents or visitors.

For the safety of our students, always use PLASP’s outside entrance to access their staff and programming. No exceptions will be made.

Protect Your Kids and Your Finances

The Peel District School Board does not provide accident insurance coverage for student injuries that occur on school property or during school activities including extracurricular sports. Each year, families could spend thousands of dollars when their children are injured at school, on field trips, while participating in non-school activities, or at home. If a student is injured, parent(s)/guardian(s) are responsible for any medical costs not covered by provincial health care or their employer’s health care plan.

The provincial health care system does not cover costs which are commonly related to accidents including dental work, ambulance fees, casts and crutches, and physiotherapy. All of these are covered by Insuremykids student accident insurance plan and as a convenience to parents, the Board has arranged to offer a plan to parents through Old Republic Insurance Company of Canada. To help protect your family, it is strongly recommended that you consider obtaining Insuremykids Protection Plan, which offers a variety of benefits at affordable prices, which provide 24 hours a day, 365 days a year coverage, range from $13 to $33 per year.

The insurance agreement is between You and Reliable Life Insurance Company.

You can apply for coverage online at www.insuremykids.com for answers to frequently asked questions. For more information, call Old Republic Insurance Company of Canada toll free at 1-800-463-KIDS (5437).

Keep Students Safe in School Parking Lots

Many elementary schools offer a Kiss N’ Ride program, where parents/guardians can drop off and pick up their children at a designated area on school property. The program was established to provide a convenient and safe option for our students and parents driving to school. To ensure the safety of staff and students, we ask all parents/guardians be mindful of the following guidelines:

- There is no parking and no waiting in the Kiss and Ride lane. Pay attention to the traffic in front of you and pull forward as cars move forward. If you choose to park in the parking lot, please escort your child to or from the nearest foot patroller and use the main crosswalk.
- Vehicles entering the Kiss N’ Ride lane must stay in the designated lane, unless otherwise directed by a staff member or volunteer.
- The Kiss N’ Ride program is only available to students who are able to disembark independently.
- Have your child ready to exit the car when you reach the curb. Students may only exit from the passenger (right) side of the vehicle.
- After picking up or dropping off your child, leave promptly so that others can get in behind you.
- If your child is not waiting for you at the main crosswalk at the end of the day, please circle the parking lot if permitted and rejoin the line or park in a designated parking space to wait.
- Always respect traffic flow and abide all traffic laws and signs.

Ask your child’s teacher or principal to learn more about our school’s specific Kiss N’ Ride procedures.
Coping with Back-to-School Stress

Stressful feelings are normal and expected in children and teens returning to school. Stress can help us prepare for challenges and change and should not always be viewed negatively. Focus on building your child’s resiliency so s/he can cope when problems arise. Model positive self-care and teach your child ways to manage stress. Spending positive quality time together will strengthen your relationship and enhance your child’s well-being.

Worries are Common. Although it is normal for your child to have worries, it is crucial to have your child attend school. It is important they experience all that school offers and learn to cope with their fears. Be sure to communicate with the school and teacher(s) about the stress your child may be feeling so they are better able to support your child his/her worries and concerns.

5 Steps to Deal with Back-to-School Stress

Step 1 Take care of the basics: Ensure your child is getting enough sleep, eating regular meals and healthy snacks and has daily exercise. When your child’s mind and body are nourished, communicating with you and meeting school challenges is easier.

Step 2 Provide empathy: Listen to your child’s hopes and concerns. What is s/he looking forward to and what is s/he worried about? Let your child share his/her hopes and fears and talk about what’s on his/her mind. Remember, you don’t have to ‘fix’ the problem for them. Your child mainly needs to be heard and feel understood.

Step 3 Encourage connection: Social relationships are key to wellness and resiliency. If possible help your child connect with other children in his/her class or school. Schedule quality time with family and neighbourhood friends.

Step 4 Practice and problem solve: Many children starting school or a new grade will benefit from practicing routines such as the drop off and pickup. If they identify other concerns, helping them problem solve and practice the possible solutions can also build confidence.

Step 5 Pay attention to your own behavior: Children take cues from their parents: the more confidence and calm you demonstrate, the more your child will believe s/he can handle this new hurdle. Be supportive yet firm. For instance say, in a calm tone, say: ”I can see that going to school is making you scared, but you still have to go. Tell me what you are worried about, so we can talk about it.”

Student Privacy and Third Party Apps and Web Services

At the Peel District School Board, we are committed to helping each child achieve to the best of his or her ability. Using Modern Learning tools is an essential component of teaching and learning in today’s world. Modern Learning tools can include Internet sites where users interact and collaborate in online environments, websites where users log in, and/or applications for tablets. The Peel board believes that these online services are key tools in aiding students and teachers in the development of 21st Century skills.

Please note: In order to support student privacy, Peel board students are encouraged to be mindful of how and when they use their school email (studentnumber@pdsb.net) to create accounts on any third party, non-protected domain, apps/web services.

The terms and conditions of these app/web-services may not align with the Peel board’s Registering and Use of Software, Web-Based Services and Apps guidelines as their services may collect and display the student’s private information, including the full name, publicly.

If your child uses their own personal accounts to access these apps/web services, please encourage them to use privacy settings to ensure that their account information, including full name, is not shared publicly.

Please visit www.bit.ly/byodparentresources for more information.

Lancaster Child & Family Learning Centre

Looking for a fun, safe, and free drop-in program to bring your children who are aged birth to four year old?

The Child & Family Learning Centre is a free drop-in centre that is open Monday to Friday, from 8:45 a.m. - 11:45 a.m. and 12:40 p.m. - 3:10 p.m, and provides a welcoming learning environment for parents and caregivers. Vegetarian and Halal snacks are provided.

Join Our School Council - Share Your Ideas

Every Peel school has a school council - a group focused on helping students succeed. School councils provide a voice for parents and the community and offer advice to the school principal on a number of topics. We are holding school councils elections on September 16, 2019.

If you are interested in running for a position, please pick up a nominations form from the office.
## Teaching List for Lancaster

We are excited to welcome new and returning staff members to Lancaster Public School. The following are staff assignments for the 2019/2020 school year. Changes may occur after the school’s re-organization day.

<table>
<thead>
<tr>
<th>Principal</th>
<th>Kindergarten</th>
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<tbody>
<tr>
<td>Ms. Redhead</td>
<td>Ms. Bryant</td>
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<td>Mr. Harris</td>
<td>Ms. Chatwal</td>
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<table>
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<tr>
<th>Office Team</th>
<th>Grade 1</th>
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<tbody>
<tr>
<td>Mrs. Armstrong</td>
<td>Ms. Asare</td>
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<tr>
<td>Mrs. Campbell</td>
<td>Ms. Aujla</td>
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<td>Mrs. Patel</td>
<td>Ms. Bhardwaj</td>
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<tr>
<th>Custodial Team</th>
<th>Grade 2</th>
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<tbody>
<tr>
<td>Mrs. Longo</td>
<td>Ms. Aujla</td>
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<tr>
<td>Mr. Duncan</td>
<td>Ms. Roddau</td>
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<tr>
<th>CFLC Team</th>
<th>Grade 3</th>
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<tbody>
<tr>
<td>Ms. Ayesha (ECE)</td>
<td>Ms. Giusti</td>
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<tr>
<td>Ms. Jassal (MSEP Settlement Worker)</td>
<td>Ms. Roddau</td>
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<tr>
<td>Mrs. Pereira (School Social Worker)</td>
<td>Ms. Osahan</td>
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<td>Ms. Sonya (Community Outreach Worker)</td>
<td>Ms. Watt</td>
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<tr>
<th>ECE Teachers</th>
<th>Grade 4</th>
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<tbody>
<tr>
<td>Ms. Allen</td>
<td>Ms. Dupuis</td>
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<tr>
<td>Ms. Anjum</td>
<td>Ms. Giusti</td>
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<tr>
<td>Ms. Dhillon</td>
<td>Ms. Merrill</td>
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<tr>
<td>Ms. Williamson</td>
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<tr>
<th>Teaching Assistants</th>
<th>Grade 5</th>
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<tbody>
<tr>
<td>Ms. Chugh</td>
<td>Ms. Joshi</td>
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<tr>
<td>Mr. Smith (BTA)</td>
<td>Ms. Merrill</td>
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<tr>
<td>Ms. Maharaj</td>
<td>Mr. West</td>
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<tr>
<th>ISSP</th>
<th>Music</th>
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<tr>
<td>Ms. Marshall</td>
<td>Ms. Tipler</td>
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<td>Ms. Nash</td>
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<tr>
<th>ESL</th>
<th>Physical Education</th>
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<tbody>
<tr>
<td>Ms. Calabria</td>
<td>Mr. Stolar</td>
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<tr>
<td>Ms. Rabbie</td>
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<td>Ms. Nash</td>
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<tr>
<th>French</th>
<th>Library</th>
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<tr>
<td>Ms. Rabbie</td>
<td>Ms. Gordon</td>
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Regional Learning Choices Programs Unlock Passions

Regional Learning Choices Programs offered by the Peel District School Board empower students by providing them with opportunities to develop and explore skills in a particular area of interest. Regional programs are open to all students who meet the criteria for acceptance. Students and their families are encouraged to attend the information night for the program of their choice to receive more information about the program and application details.

Transportation is not provided for students in regional programs. If students have been accepted into a regional program and they live within the school boundary, they are eligible for busing only if they meet the distance criteria outlined in the board’s Transportation Policy #39.

All regional programs include annual fees, including a non-refundable $40 application fee, except the Regional Skilled Trades and Transportation Engineering and Technology programs, which is offered at no cost.

Important dates to note:

<table>
<thead>
<tr>
<th></th>
<th>Applications open</th>
<th>Applications close</th>
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<tr>
<td><strong>Elementary</strong></td>
<td>Jan. 27, 2020 at 8:30 a.m.</td>
<td>Feb. 10, 2020 at 3:00 p.m.</td>
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<tr>
<td><strong>Secondary</strong></td>
<td>Nov. 11, 2019 at 8:30 a.m.</td>
<td>Nov. 25, 2019 at 3:00 p.m.</td>
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<tr>
<th>Programs</th>
<th>Starts in grade:</th>
<th>6</th>
<th>7</th>
<th>9</th>
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<tr>
<td><strong>Actively in Motion (AIM)</strong> – Royal Orchard MS</td>
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<td><strong>Advanced Placement</strong> – Central Peel SS, John Fraser SS</td>
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<tr>
<td><strong>Arts</strong> – Earnsccliffe Sr. PS (starts in grade 6), Queen Elizabeth Sr. PS (starts in grade 7), Cawthra Park SS, Mayfield SS</td>
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<td><strong>Arts and Technology</strong> – Morning Star MS</td>
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<td><strong>Graphic Design Management</strong> – T.L. Kennedy SS</td>
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<tr>
<td><strong>International Baccalaureate</strong> – Bristol Rd. MS, WG Davis Sr. PS, Erindale SS, Glenforest SS, Harold M. Brathwaite SS, Turner Fenton SS</td>
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<td><strong>International Business and Technology</strong> – Allan A. Martin Sr. PS, Lisgar MS, Williams Pkwy Sr. PS, Meadowvale SS, North Park SS, T.L. Kennedy SS</td>
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<td><strong>International and Executive Leadership Academy</strong> – T.L. Kennedy SS</td>
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<td><strong>Regional Skilled Trades</strong> – Judith Nyman (starting in September 2020) West Credit SS</td>
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<td><strong>SciTech</strong> – Centennial Sr. PS, Macville PS, Tomken Rd. MS, Chinguacousy SS, Port Credit SS</td>
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<td><strong>Sports</strong> – Applewood Heights SS</td>
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<td><strong>Strings</strong> – Central Peel SS, Port Credit SS</td>
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For more information about program information nights, busing, fees and the application process, visit [www.peelschools.org/RegionalPrograms](http://www.peelschools.org/RegionalPrograms)