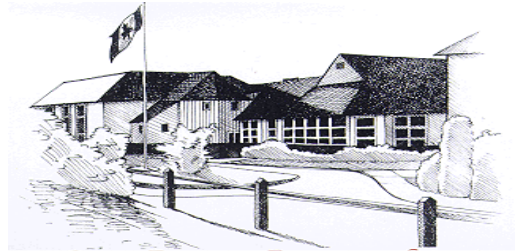


# Queen Elizabeth Elementary



4102 W. 16th Avenue \* Vancouver, BC \* V6R 3E3 \* Ph: 604-713-5408 \* Fax: 604-713-5410

School Website: <http://go.vsb.bc.ca/schools/ge> Email: [geelementary@vsb.bc.ca](mailto:geelementary@vsb.bc.ca) Twitter: [#qevsb39](https://twitter.com/qevsb39)

Trustee:	Dr. Dianne Turner	Director of Instruction:	Ms. Ellen Roberts
Principal:	Mrs. Susie C. Car	PAC Co-Chairs:	Ms. Kristin McAllister/Ms. Jenny Langley

## NEWSLETTER #1 – September 5, 2017



Dear Queen Elizabeth Families,  
Welcome back to all the returning families and a special welcome to all our new families! I hope that everyone enjoyed a restful, healthy summer break and is refreshed and ready for another great school year! The wonderful staff and I are excited and ready to begin another school year of positive, enriching learning experiences!

There have been a few changes this year including my move to Queen Elizabeth. I have met and had some conversations with a few of you already. Thank you for the warm welcome! I am looking forward to getting to know all of you, your children and working together in this dynamic school environment.

As is common practice in most schools in our district, students will remain with their last year's class until we are more certain about our numbers, as families have moved in and out of our school throughout the summer. We will be moving into our new classes as soon as possible once we have the information needed and approval of our organization from Human Resources. This process is complex and our staff work hard to provide the best educationally sound placement for your children. Thank you for your patience and understanding.

The staff and I thank you all for your continued support and involvement in your children's education. Parents and guardians are important members of our school community and your contributions and support are truly valued. I believe it's very important to build and maintain a strong partnership and open communication between the home and school. Please plan to attend our Parent Advisory Council (PAC) meetings. The first PAC meeting will be held later this month; the date and other details will be sent home soon.

I have an 'open door' policy and can often be found outside or around the school; but, I also have a meetings to attend so please do not hesitate to call the school and make an appointment should you have any concerns or questions regarding your child. My priorities are that your children feel safe and positively engaged at school: First and foremost, safe physically, safe emotionally and - happy and wanting to be here, ready to learn. I look forward to our continued conversations and working with you.

Thank you to our engineering team, Mr. James Zhou, Mr. Jimmy Norono and Mr. Arlene Lego for all their hard work throughout the summer getting our school ready. Let's all work together to keep our classes, hallways, eating areas and grounds clean!

### Other Staff Changes:

Ms Peerless – Division 6

Ms Ubeda – Division 12 - Job sharing with Ms Karabelas

Ms Noble – Division 4, our district class

Ms Dimock – Division 11

There will be a new teacher in Division 3 (Ms Lee on leave)

Ms Machi – Student & School Support Worker (SSSW) working in Div. 4

Ms Hall – SSSW

Have a wonderful start to the 2017-2018 school year!

Sincerely,

Mrs. Susie C. Car

### Reporting Student Absences: New This Year



Student safety is of paramount importance at the Vancouver School District. Ensuring student safety is a shared responsibility. In order to assist schools, we ask parents to notify schools of student absences. If your child will be absent from school, please phone the school to report this absence as early as possible. Parents should leave a message on a dedicated answering service by calling 604-713-5159 extension 66. Messages will be received before the office is open. School offices are busy places: consistently notifying the school in advance of your child's absence will significantly improve the efficiency and effectiveness of the Safe Arrival Morning Routine.

To Report Your Child's Absence – Please call **604-713-5159 extension 66** prior to 9 am on the first day of the absence.

## Student Sign Out Procedure

When you pick up your child during the school day, please ensure that you sign them out at the school office. If you do not sign out your child, they will be unaccounted for, and the school will identify your child as a 'missing' student and will commence a search of school grounds. If the school staff do not locate the child, and are unable to reach a parent promptly, the school will call the Vancouver Police Department. Therefore, clear communication is essential for ensuring the safety of your child and to prevent unnecessary searches.

## Newsletters

Newsletters will usually be emailed and posted on the school website each month. We will continue to send out newsletters and important correspondence via email. Please make sure the school receives your email address as soon as possible (through the forms being sent home). If you change your email address over the school year please remember to inform the office. Please be sure to check our website for information and events at <http://queenelizabeth.vsb.bc.ca>.

## Bell Schedules & Breaks

<b>Warning Bell</b>	<b>8:55 a.m.</b>
<b>Recess</b>	<b>10:40 – 11:00 a.m.</b>
<b>Lunch</b>	<b>12:10 – 12:57 p.m.</b>
<b>Final Bell / Dismissal</b>	<b>3:00 p.m.</b>



## Drop-off/Pick-up of Students – Safety Guidelines

For your children's safety, please respect the following:

- Walk or cycle to school and leave the car at home. It is a 20 minute walk to the furthest end of our school's catchment.
- Plan to drop off your child early, and not wait until 9:00 am. Staff supervision of students starts at 8:40 am.
- If driving is necessary, we strongly encourage parents to park along 16th Avenue and walk your child to school to avoid congestion. There are also Safety Patrollers who help the students cross 16th Avenue.
- If driving is necessary, there is a drop-off area on Camosun Street. There is very limited space for cars so it is crucial that parents follow the suggested drop-off guidelines for safety reasons.
- Drive ALL the way forward to the end of the drop-off zone to make room for cars to drop off behind you.
- Drop your child off, and drive away once your child is safely out of the car. Do not get out of the car or stay parked as this really causes congestion and frustration for other drivers.
- The orange cones on the road indicate the "no-stopping" areas.
- The staff parking lot and the front driveway of the school are for VSB staff only. They are not areas that are open to parents for driving through or for drop-off/pick-up. This is for the safety of our students.
- The City of Vancouver traffic officers will often work with us to ensure traffic safety for our students.

Thank you for helping to keep our children safe, and our drop-off zone a less frustrating area for parents.

## Important Student Package

Several important forms will be sent home to families next week. We kindly ask that these be sent back to the classroom teacher as quickly as possible, as they provide us with crucial information about your child. Thank you in advance for helping us collect this information as quickly as possible.

## School-Day – on-line payment system

Queen Elizabeth School will be using School-Day again this year. School-Day is an online portal that allows parents to make online payments of school and agenda fees. We are sure that you will find School-Day easy to use, and we appreciate your help in improving our communications and significantly reducing the amount of paper our school consumes. You will receive more information regarding this program shortly. In order for this program to work we need all families to use this online system. Thank you for your cooperation.