



**St. Catherine of Siena
Catholic School**
2140 Quarrier Road
London, Ontario
N5G 5L4

Phone: 519 675-4437

Principal: Ms.. L. Smith
Vice-Principal:
Mrs. C. Anthony

Mission Statement
With a pioneering spirit we, the Community of St. Catherine of Siena, are dedicated to fostering a learning environment that encourages academic excellence, faith expression, leadership and the celebration of



our individual gifts.

St. Catherine of Siena Catholic School

September 8, 2009

Newsletter #1

Welcome to a new year!

On behalf of all of us at St. Catherine of Siena, we would like to welcome all new and returning families to the 2009– 2010 school year. We hope that you have had a wonderful summer with lots of time spent with family and friends. It certainly flies by!

We are very excited about the coming year and we look forward to working together again this year. We invite you to continue to participate and contribute to our main goal, which is celebrating our children and our community. With the support of parents, teaching and board staff, School Council, our Parish pastoral team and other stakeholders, we will continue

to serve the needs of our students. Together we make a great team!

Welcome back everyone!



School Opening Information

Many thanks to all our staff who have spent many hours this summer preparing for the new school year. Our teachers have worked very hard to ensure that their classrooms and curriculum plans are ready for their students. As well, our

custodial staff has done a wonderful job throughout the summer ensuring a clean environment for us to work in. Their continued hard work and dedication to our children is most appreciated.

School Hours

Morning Start	8:50 a.m.
Morning recess	10:15 – 10:30 a.m.
Noon Hour dismissal	11:50a.m.
Afternoon start	12:50 p.m.
Afternoon recess	2:10 – 2:25 p.m.
End of the day dismissal	3:25 p.m.

Staffing Changes

This year we welcome Mrs. Cheri Anthony, our new Vice Principal. Mrs. Anthony comes to us with 23 years of experience in education. She has taught in the Primary division as well as teaching Music and Special Education. This is her first appointment as Vice Principal and she is very excited about beginning her administrative career at St. Catherine of Siena.

As well, we welcome Mr. Domenick Rudy to the position of full time Educational Assistant. Mr. Rudy was with us last year on a half time basis and we are excited to have him full time on staff this year.

School Organization Plan

The school plan, which lists teachers, grades and rooms, is attached. This organization may change depending on the actual number of students attending school. As is usual practice, we receive new enrolments in September. Class organization is based on the number of students registered in each grade.

Some of our classes are organized as combined (split) grades according to enrolment. Teachers of these classes will provide a curriculum for children, which is equal in scope and challenge to that of a single grade class. While many experiences will be similar for both grades, learning activities will be designed to reflect the expectations for the individual grade level.

Teachers open the door, but you must enter by yourself.

- Chinese Proverb

COMMUNICATION

As partners in education, we recognize that you, as parents are the most important educators in your child's life and we invite you to participate in creating ongoing strong communication links between yourself and the school. Our staff in the office will assist you in answering any questions or concerns that arise during the year. As well, we encourage parents to maintain open communication with your child's teacher. Your child's teacher will provide ongoing communication through newsletters, phone calls etc. to ensure that you are kept informed of your child's progress and involvement in school.

Frequent school updates are an effective way of maintaining communication to provide parents with up to date information on activities and events at the school and in the community. At the end of each term, we will send home a lengthy newsletter reviewing the past term and these newsletters will include articles written by the students.

School Website

Our school website is up and running and is updated on a regular basis. To access this website, please go to www.ldcsb.on.ca and select schools on the Board's home page. Click on St. Catherine of Siena to reach the webpage. This will provide you with all of our newsletters, updates and up to date information about our school.

Visitors to the School

When visiting the school, we would ask that you stop by the office to let us know that you are in the building. All visitors are asked to sign in at the office to assist us in maintaining a safe environment for all. If you wish to speak to a specific staff member, it is suggested that you make an appointment so as not to be kept waiting.

Safe Arrival Program

In order to ensure the success of our safe arrival at school program we would ask the co-operation of all parents in phoning the school when your child is going to be absent from school. The number is 519-675-4437. Please leave a message on the answering machine indicating your child's name and teacher. If we do not receive a call or a note to the classroom teacher informing us of your child's absence then we will make every effort to contact you at home or at work to ensure that your child is safe.

Late Arrival and Early Dismissal Procedures

Our school day begins at 8:50 when the bell rings. We have a number of students arriving by car in the morning and **we would ask parents to ensure that their children are dropped off prior to our morning bell.** This ensures a smooth beginning to the day with all students in class prior to morning announcements, which begin at 8:55 a.m. Our teachers depend on students being on time and ready to learn.

There are occasions when students will arrive late to school. They must sign in at the office to ensure that their attendance is confirmed and to receive an admit to class slip. Please notify the school at 519-675-

4437 if you know in advance that your child is going to be late arriving.

Students leaving early for appointments must have a note from a parent indicating that they will be leaving the school. Students must come to the office to sign out. If a parent or designated adult is picking up a child they must report to the office to sign the child out. The office will then contact the classroom and request that the child come to the office ready to leave school.

Student Agenda/Code of Behaviour

Students in grades 3 to 8 will receive a student agenda. We encourage all parents to become familiar with their child's school agendas. This is a useful tool in tracking homework responsibilities and can also be useful for communication with the teacher. Teachers have received their agendas and students will receive their copy once it has been paid for. This year the cost of the agenda is \$8.00.

All students from K-8 will receive the information found within the agendas in the form of a handout. This is our handbook for parents and students and it refers to school policies and student expectations. Please review this handbook with your child(ren) and sign the student/parent response form and return to your child's teacher.

Attempt great things for God, expect great things from God.
- William Carey

School Uniform

All students are expected to be in uniform, except on designated off-uniform days, which are usually the last Friday of each month. Please take some time to review the full policy in the attached Student/Parent Handbook. Do not hesitate to contact the office if you require any clarification, and please take advantage of our "uniform swap" which is on now, and will continue for the first week of school.

Busing Policy

This year we will have six school busses and one handi-capped bus delivering and picking up students each day. Both the London District Catholic School Board and Murphy Bus Lines have established a policy whereby only students who qualify to ride the bus may do so. This means that students who walk to school may not access the bus to attend a birthday party, another event or for alternate day care arrangements.

If your child must be dismissed to another student's home after school, parents will need to make private transportation arrangements. Students wishing to work together on after school homework assignments will have to make other arrangements if they do not travel on the same bus.

Volunteers for School Programs and School Field Trips

Education is
therefore a process
of living and not a
preparation for
future living.
- John Dewey

Once again we welcome volunteers to assist us in supporting our many programs and activities at St. Catherine of Siena. More information will be available at a later date as to what support is needed. However, we do remind you that everyone interested in volunteering in a school **must** have a Criminal Reference Check on file in the office. Please contact the office if you have any questions about obtaining a Criminal Reference Check.

Recess

All students are expected to dress appropriately for weather conditions and go outdoors for recess. In the event of inclement weather such as rain or extreme cold temperatures, students will be kept indoors. Please note as well, that if students are too ill to go out for recess, they should remain at home until they are fully recovered.

Student Verification Forms

Verification forms for each child are included in this newsletter. Please complete all information about each child and return the form to your child's teacher. This will ensure that we have up-to-date information about your child for our attendance verification program as well as emergency information.

student Lunches/Snacks

Parents bringing their child's lunch to school are asked to bring it to the office with the lunch bag clearly marked with the child's name and teacher's name. The office will inform the teacher that the child can pick their lunch up in the office. Please make sure that lunches arrive by 11:50, when the lunch hour begins.

Students are asked to make lunch arrangements prior to coming to school. If the child usually stays at school for lunch, a note to the teacher must indicate that there is a change for that day. Students staying for lunch will not be dismissed unless parental permission has been granted.

Students may bring snacks from home and teachers will provide appropriate time for eating in the classroom. Food and/or drinks will not be taken outside.

Allergies and Medications

If your child suffers from a **SEVERE** food allergy (nuts, eggs, etc.) please inform the office immediately. In consultation with you, we will determine which measures to take for your child's safety. In some cases where necessary, information will be sent home if there is a child in class with a life-threatening allergy. We would ask for parent co-operation in assisting the teacher in maintaining a peanut/nut free environment.

If your child suffers from any other allergies such as bee stings etc. or has a major medical problem please let the office know immediately. If a child requires an epi pen, parents are asked to provide the school with these. **Teachers and the office staff must be notified immediately if your child re-**

quires an epi pen so that appropriate measures can be taken. All staff and lunch time supervisors are trained in the administration of the epi-pen.

If it becomes necessary for your child to take medication during school hours you must submit a written request to the Principal accompanied by the authorization form from the prescribing physician. These forms are available at the office. Medication is dispensed from the office. Teachers will not be giving medication to students unless in the case of emergency such as the need for an epi pen where the child cannot self – administer.

Education is not the answer to the question. Education is the means to the answers to all the questions.

- William Allin

School Council

Every school in the province of Ontario has a School Council which acts as an advisory body to the Principal of the school. The council meets on a regular basis throughout the school year and organizes such events as fund raisers, the London Knights hockey game and other events throughout the course of the year. These meetings are public meetings and may be attended by anyone within the St. Catherine of Siena community.



The Council is made up of parents, staff, a community representative and a parish

representative. Nominations for the school council for the 2009-2010 school year will be available in the school office beginning Tuesday September 15, 2009. These forms need to be returned to the office by the end of the school day on Tuesday September 22.

Should there be a need for an election, the community will be given 14 days notice prior to the actual election.

Our Parish

St. Catherine of Siena is part of St. Michael's Parish. The church is located at 515 Cheapside Street. The phone number is 433 – 6689. Reverend Father Murray Sample and Reverend Father John Sharpe are a wonderful support to our school community. We look forward to working with them this year!

Dates To Remember

- ♦ Sept. 24 Opening School Mass at St. Michael's Church at 10:00 a.m.
- ♦ Sept. 24 Open House from 5:00 p.m. to 7:00 p.m.
- ♦ Oct. 8 Curriculum Night from 7:00 p.m.—8:00 p.m.

Attachments

- School Insurance Program Information
- Staff List for 2009-2010
- Student Verification Forms
- St. Catherine of Siena Student/Parent Handbook (information contained in student agendas)