



# Brookwood Banner

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## **Parent/Student/Teacher Conferences**

Our next set of **Parent/Student/Teacher Conferences**, for students in **grades 1 - 4**, are scheduled for:

- **Tues. January 23 &**
- **Thurs. January 25<sup>th</sup>**

Please see the instructions below to book your conference time on line. Parents are able to book until 9 am on Friday, January 19<sup>th</sup>.

## **School Appointments - Parent Instructions**

1. Go to our school appointments web site:  
<http://brookwood.schoolappointments.com/>
2. Register for an account by clicking the "**REGISTER**" menu tab and filling in the on-line form. Choose a user id and password for yourself and then click the "**Register Now**" button.

3. Add your children into the system by clicking the **"Add a Student"** button. Click **"Insert New"** button to add more children.
4. Click the **"date"** icon beside each child's name to schedule appointments. Select the staff you wish to book appointments with and the **"View Calendars"** button. Use the **"Ctrl"** or **"Command"** key to select multiple staff to view at the same time.
5. Click on available time slots to book your appointments and then click the **"Book Appointments"** button to save your bookings.
6. Add your children into the system by clicking the **"Add a Student"** button. Click **"Insert New"** button to add more children.
7. Click the **"date"** icon beside each child's name to schedule appointments. Select the staff you wish to book appointments with and the **"View Calendars"** button. Use the **"Ctrl"** or **"Command"** key to select multiple staff to view at the same time.
8. Click on available time slots to book your appointments and then click the **"Book Appointments"** button to save your bookings.

## Family Vacations during the School Year

Families are encouraged to take vacations according to the school calendar, but we know that this is not always the possible. Throughout the year, there are a number of families who take vacation time. As a result, our teachers are often requested to provide "homework" prior to students leaving on vacation. As the school administration, we have directed our teachers to share with parents that it is not possible to prepare homework prior to a vacation for a few reasons.

□ Teachers in classrooms have unit/daily plans but they are not always able to follow a perfect outline as the timeline can change, even on a daily basis.

□ As well, teachers are constantly planning, organizing and revamping lessons based on student needs and level of understanding, as a result it is difficult to "teach" students what they need to know before they complete some work when it hasn't been covered in class yet. When a student is absent for vacation purposes outside of the school calendar, teachers will keep track of the work they need to complete and provide them with what needs to be done upon their return. This allows the teacher to make decisions on which assignments could be omitted, based on their individual skills, and which assignments are vital for their completion to ensure continued success in the subject area. Students will always have a reasonable amount of additional time to complete work they have missed and have an opportunity to ask questions to their teacher that might arise.

## Online Safety Presentation for Parents

Technology is everywhere. In today's digital society, kids have immediate access to the entire world right at their fingertips. We all want to keep our kids safe. However, we do not all know how to **talk** to our kids about being safe online.

Brookwood School Council is happy to be hosting ISP Computers who will bring an online safety presentation to our parents on Thursday, January 18, 2018 at 7:00pm. This presentation is designed to empower parents to help their children navigate and manage digital technology and be safe online.

This presentation will be held **at the school**, will last one hour with Q&A to follow, and will be completely **free** to all Brookwood school parents. As this session will be geared towards parents, we do ask that children remain at home. No childcare will be provided. All we ask is for parents to please RSVP by January 17, so we can accommodate everyone. Please return the form that was sent home last week to the school by January 17 or email Lei, [leigrays@gmail](mailto:leigrays@gmail.com) to RSVP.

Thank you. We look forward to seeing you there.

Brookwood School Council

## Don't Hibernate - Participate

Our school wide wellness theme for the next month is Don't Hibernate-Participate. While it may not seem like it, winter is a great time to get outside and get active. Over the next month, we will be encouraging our students to find fun ways to get up, get out, and get winter active. Students and staff will be discussing how to stay winter active. Please check out the bulletin board in the front hallway over the next month.

Students and staff at Brookwood School are excited to be participating in a school wide Winter Walk on **Friday, January 19<sup>th</sup>** at approximately 2:15 pm. Every winter thousands of Albertans celebrate winter and walking by participating in Winter Walk Day in February. Walking is great for our health, the environment, reducing traffic and building community!

On January 19<sup>th</sup>, we would like our students and staff to participate in a Winter Walk. Weather permitting, we would run it like the Terry Fox Run and take our students for a walk through Participark. Parents would be welcome to join us on the walk at 2:15 pm. This would be an opportunity to be winter active.

Please sign the permission slip that was sent home with your child and return it to your child's teacher by January 17. Students without written permission will not be permitted to take part in the walk. Parents who wish to volunteer by accompanying your child's class for this walk are requested to complete the form at the bottom of the letter and return it as soon as possible. Your child's teacher

will contact you about accompanying the class.

Thank you for your support of this activity. Please join us if you can.

## **Student Celebration Assembly**

Our next Student Celebration Assembly is on Thursday, January 25<sup>th</sup> at 9:55 am. It will be an opportunity to share student learning. The Student of the Month and School Pride draws will take place as well. Parents are most welcome to join our assemblies.

## **ARE YOU MAKING COOKIES FOR THE WORLD WILDLIFE FUND?**

### **A message from your Justice League**

If you have volunteered to bring cookies for the World Wildlife Fund Canada fundraiser during Parent/Student/Teacher conferences on January 23<sup>rd</sup> and/or 25<sup>th</sup> - THANK-YOU! You are helping us to raise money for endangered and at risk animals. Please make sure that any cookies, either made or bought, are **nut-free**. Send as many cookies as you would like to send; we are happy to receive any amount that you are able to

donate. We will be selling bags of cookies for \$1.00 each. There are two ways that you can send in the cookies to us. One way is to put your cookies into small Ziploc bags in whatever amount you think would be fair to sell for \$1.00 and to send in all the small baggies. The other way is to send in the cookies on a disposable plate, in a bag, or in a container, and we will package them into smaller bags at the school. If you need to send the cookies in a hard container (to prevent them being broken on the way to school), please make sure that there is a tag on the container with your child's name and teacher, so that we can ensure that the container is returned to you. **Please label the containers or the bags with the type of cookies that you are sending** (for example, oatmeal raisin, chocolate chip, sugar cookies etc.). If you are sending a cookie that is gluten free, please make sure to indicate that so that we can let families know. Cookies may be dropped off to Mrs. Ainslie-O'Connor's grade 3 room. If at all possible, **please drop the cookies off in the morning on the conference dates**, as we will be busy setting up after school and it would be hard to package a lot of cookies at the same time. Cookies could also be dropped off after school the day before the conferences.

