



Brookwood Banner

460 King Street
SPRUCE GROVE, AB
T7X 2T6

PH: (780)-962-3942

Website: www.psd70.ab.ca/schools/brookwood

September 10, 2019 Volume 2

Lock Down Drill Today

Our students participated in a Lock Down Drill this afternoon. This is one of the several safety drills we will be practicing with our students this year. As well as Lock Down drills, our students will participate in Fire Drills and Shelter in Place drills.

Brookwood Family Lunch and Open House Grades 1-4

Our Brookwood's Family Lunch and Open House for our Grade 1-4 students will be held on Thursday, September 12th starting at 12 noon and will run until 1:00 pm. Our Kindergarten classes will

not be participating in this activity as they will still be newly adjusting to the routines of Kindergarten. Kindergarten Parents had the opportunity to meet the teacher and see the classroom at the Kindergarten Parent meeting on August 29th. Kindergarten classes will join us for our spring Family Lunch. Thank you for your help with this by allowing your Kindergarten child to remain with their class. **We are inviting parents to come and have lunch with their grade 1-4 children at 12 noon on Thursday, September 12th and then have the opportunity to meet their teachers following the lunch.** Parents with more than 1 child should bring a blanket and plan to eat in the gym with all their children. Parents with one child are welcome to eat in their child's classroom with them. Weather permitting; you are welcome to take your children outside to have a picnic lunch in the school grounds.

Lunch will be from 12 noon to 12:25 with classroom visits to follow from 12:25 to 1:00 pm. We look forward to meeting you on September 12th. *Staff will be parking in the back to allow for more parking for our guests. Parents are asked not to park in the bus turnaround during this event as emergency vehicles would not be able to get to our school should there be an emergency. We have been warned that tickets could be issued for parking there.*

Hot Lunch Program

We are in desperate need of a Hot Lunch Coordinator as soon as possible. If we don't have anyone step forward, we will not be able to offer Hot Lunch to families from October to December. Please contact Robin at 780-293-7865 or Robinh@live.ca, if you are able to help out with this. Thank you for considering this volunteer opportunity.

Thank you,
Brookwood School Association

Volunteer Program and Orientation

A volunteer registration form was sent home with all of our students on Monday, September 9th. You are invited to register with the school to do volunteer work. There are many areas in the school, which you are welcome to get involved in. Our Volunteer Orientation will be held Tuesday, September 17, 2019 at 3:30 pm. Please plan to attend if you wish to volunteer. Parkland School Division policy has requirements for school volunteers to

meet, so it will be important for all volunteers, even our past volunteers to attend the meeting. We look forward to the great work that volunteers do in our school. Please RSVP to the office at 780-962-3942 if you are planning to attend. Babysitting will be available for students Kindergarten age and older. Please register your children for babysitting when you RSVP.

Extracurricular Activities 2019-2020

There are a number of extracurricular activities available to the students of Brookwood School. We are excited about the variety of opportunities. Below is the list of extracurricular activities that will be offered this school year and the day they will be held. Please watch for notes that might come home with your child regarding your child's interest in a particular activity. Noon hour meetings are generally held for students to express their interest where they receive a letter home to parents. You may want to chat to your child about listening for and attending the noon hour meetings about the extracurricular activities.

Monday

Justice League in the Gym - open to all Grade 1-4 students -starting in October

Tuesday

-Cross Country Running (Gr. 1-4) outside -September to mid-October
-Spirit Team (Gr. 2 and 4) in the Gym -starting in January.
-Drama (Gr. 1 and 3) in the Music Room -starting in January

Wednesday

Choir in the Music Room (Gr. 3 and 4) - starting in September.

Thursday

Grade 4 Student Leadership Teams - starting in October.

Friday

- Cross Country outside (September to mid-October)

School Routines and Procedures

We have had an excellent start to the school year. Thank you so much for your help and support. We appreciate the opportunity to work with your children each day. We would like to welcome all our new families to Brookwood School and we hope that you have already begun to feel like part of our Brookwood family.

We have some procedures that we are practicing with all our students to help them establish some consistent routines and to maximize our instructional time with them. To that end, we are asking your help with having your children practice going through their assigned entrance every time they come into the school and leave the school whether they are by themselves or with you as parents. As well, please wait outside your child's assigned entrance for them. Our staff will ensure that they meet up with you there. In inclement weather, we would invite you to wait in the boot room area inside your child's assigned entrance. In this way, we can capitalize on those last few minutes of instructional time at the end of the day and help our students to develop independence by putting on their

coats and organizing their backpacks by themselves and then meeting you outside the door.

Our students are getting very good at standing at attention for O'Canada wherever they are in the building and removing their outside shoes and carrying them to their boot rack. You could assist us with that by modeling those behaviors for them.

Dogs/Pets on School Grounds

We ask that you please do not bring dogs or other pets onto the school grounds. There are a few of reasons for this:

- We have students and staff who suffer from pet allergies (some severe) and wish to ensure that they are not put in dangerous or uncomfortable situations.
- We have students who are afraid of animals, especially dogs, and this can raise the level of anxiety to uncomfortable levels in these students.
- Given the large number of students at Brookwood (over 500 for 19-20) we also worry about pets being overwhelmed by the sheer number of children who may invade their space.

Thank you for your consideration of our request. Our goal is to ensure the well-being of children at Brookwood School. If you have any questions or concerns, please contact us at 780-962-3942 or email us at Brookwood@psd70.ab.ca.

Agendas Help Students to Be Successful

Agendas are a valuable daily companion that helps students understand expectations, create timelines, set goals, monitor progress, and track their own success. The agendas represent a learning tool for students, a communication tool for parents, and a teaching tool for educators. We trust that through the cooperative efforts of all concerned, we may be able to help our students achieve their full potential.

In the first few weeks of the school year, the teachers will be helping students develop the 'agenda habit' by teaching them how to enter assignments and by doing regular follow-up. We would ask you to do the same at home by checking your child's agenda nightly and encouraging them to use their agendas daily.

Supervision before School

Outside supervision for students by staff begins at 8:15 a.m. daily. Our students are asked to drop off book bags at their entrance door when they arrive in the morning and enjoy a few minutes of fresh air and play before the bell at 8:35 a.m. **We would ask parents to refrain from sending their children who walk to school prior to this time, as well as, parents who drive their children to school as there is no supervision outside until 8:15 am.** Thank you for your help with this. We want to keep your children safe.

Bus Turn Around and Drop Off Circle

There is no parking or stopping in the bus turn around circle from 8:00 am - 4 pm daily. Please park in the visitor parking spaces provided in the staff parking lot. Please use the student drop off area in the staff parking lot when you are dropping off students for school. Please do not park in the drop off zone as it for drop off only. Please do not park in the handicap parking stalls. Those need to be kept available for those families with handicap parking permits.

There is also no parking or stopping in the back alley behind the school or in the parking lot in the apartment building beside us. The apartment building parking lot is for resident parking only. Thank you for your help with this.

Garbage-Less Lunch Initiative

A big thank you goes out to all the staff and students of Brookwood School! You embrace our program and your efforts show in the small amounts of garbage picked up each day from the classrooms. Way to go! As promised, here a few easy tips for this week:

Pack a washable Ziploc bag to store messy garbage and to keep your lunch box cleaner.

- Save money and packaging by buying either bulk items or larger packages then put an appropriate amount in a reusable container each day.

- Large pieces of fruit (apples) are daunting for a small child to eat during snack or lunch. Consider cutting up fruit into small wedges or pieces then leftovers can go home to be eaten another time.

Visit a website for more ideas (this is not an endorsement of their products, but they do have some excellent resources to spice up your lunches and reduce waste):

<http://www.laptoplunches.com/>
<http://www.wastfreelunches.org/>

Brookwood School Council and Association

Please join us September Monday, September 30th for our School Council Meeting. Please note this is a change in date from the last Banner. The meeting is at 7pm in the staff room. All Brookwood parents are members of School Council and are welcome and encouraged to attend our monthly meetings.

Parent Information Handbook

For your convenience, you will find our new **PARENT INFORMATION HANDBOOK for 2019-2020** on-line at:

brookwood.psd70.ab.ca

Information, including school procedures and policies can be found there, as well as, our weekly Brookwood Banner. Parents who do not have access to the internet are asked to call the office to request a paper copy of the Parent Information Handbook.

Medical Concerns /Severe Allergies

Please notify the school as soon as possible if your child has a medical condition or severe allergy that may require medical attention. Should your child require medication to be administered, a Request for Assistance to Administer Medication form will need to be filled out in the office in advance. This form requires that it be endorsed by your child's physician. All medications and inhalers stored in the office need to be clearly labeled with the child's name and any special instructions. Thank you for helping us to keep your child safe.

Under the current Board of Education Policy, staff members cannot dispense medication to students unless the Request for Assistance to Administer Medication form is fully completed and returned to the school and parents have contacted Mrs. Caouette (Principal) or Mrs. Lefebvre (Assistant-Principal) to ensure the terms of division policy are met. Staff members are put at risk if the Policy is not adhered to. **A new form must be completed if the student changes school, or when the student's condition or medication changes.**

Check our Medical Policies online at www.psd70.ab.ca/schools/brookwood

(click [Medication](#) on [Table of Contents](#))

Inclement Weather

In the morning, supervision teachers may permit students to enter the building before the bell during inclement weather. On those mornings, a green sign will be placed at each entryway that reads "In".

Students will wait quietly in their assigned boot room until the bell at 8:35 am. indicating that they can proceed to their classrooms. Staff on supervision at that time will supervise the students by walking around the circle. Should inclement weather prohibit playing outside during recess breaks, an announcement will be made declaring it an "in day" and children will play quietly in their classrooms. This would likely happen only on very cold days or extremely rainy days. In this case, the outside supervisors would 'rove' the hallways inside the school.

Supplementary Fees

This is a reminder that supplementary fees are due and payable during the month of September. Payment can be made on line with debit or credit card. Payment can be made at the school with cash or cheques. Payment plans are available.

Grade	Activity/Supplies	Amount
Kindergarten	Field Trips	80.00
	Total	80.00
Grade One	Field Trips	100.00
	Total	100.00
Grade Two	Field Trips	100.00
	Total	100.00
Grade Three	Field Trips	110.00
	Total	110.00
	Recorder	8.00
Grade Four	Field Trips	110.00
	Total	110.00
	Recorder	8.00

- Note: Gr. 4 skiing is being subsidized by our Brookwood School Association.
- Recorders can be purchased from the school office if your child does not have one.

