

# News

## FROM YOUR ADMIN TEAM:

Mrs. Hadfield, Mr. Reynolds and Ms. Robinson

A very warm welcome back to all our students, staff and their families as the 2018-19 year begins. We hope that everyone had a safe and relaxing summer and are looking forward to the challenges of this new year. We are very excited to be the admin team for the Harriet Tubman community. We look forward to working with you to ensure a successful school year for the students of Harriet Tubman School.

Learning is a shared responsibility. Our teachers will do their very best to teach each student. Students, in turn, need to do their very best to learn. Every student needs support and encouragement from their parents, too. A co-operative home-school partnership can make such a positive difference. Keep in touch with your children's teachers; read over the student agenda daily; consider volunteering in the school; help out on a class trip; attend school council meetings and come out to special events.

To keep you informed about the many activities and events at Harriet Tubman, a school newsletter will be posted on our website each month. As we strive to continue to be a paperless school please note that newsletters and monthly calendars will be posted on our school website at [harriettubman.dsb.org](http://harriettubman.dsb.org). If you have questions or concerns regarding your child, please do not hesitate to call the school.

We feel strongly at Harriet Tubman that communication is key to a strong relationship with our families. If at any time you have any questions or concerns about your child's progress, decisions that have been made at the classroom or school level or if you wish to voice a suggestion, please speak to either your child's teacher or one of us. We all want your children to be successful and happy at school. A partnership of open communication between home and school is an important part to ensure success.

## OUR SCHOOL IS SPARKLING CLEAN AND READY FOR STUDENTS THANKS TO...

Over the summer all of our classrooms and washrooms were thoroughly cleaned, and floors were polished. The rooms are bright and shiny! Mrs. Richter and her team worked tirelessly to clean classrooms, lockers, hallways, and desks. Also, thanks to all of the teachers and EA's who worked hard over the summer taking courses, setting up classrooms, as well as doing some professional reading to ensure your child(ren) get the best education possible!

Thanks to Ms. Rees, Ms. Moreau and Ms. Jones for getting class lists organized as well as all of the back to school paperwork that will be coming home this week!

## WELCOME BACK OPEN HOUSE

Wednesday, September 26, 2018

3:00 - 5:00 pm

## Bell Times for Harriet Tubman

Supervision Bell	8:25 am
Entry Bell	8:40 am
Period 1	8:40 am
Period 2	9:30 am
Fitness/Nutrition Break	10:20 am
Period 3	11:00 am
Period 4	11:50 am
Fitness/Nutrition Break	12:40-1:20 pm
Period 5	1:20 pm
Period 6	2:10 pm
Dismissal	3:00 pm



## STAFFING

There are many new faces on staff at Harriet Tubman this year. We are pleased to welcome:

Mrs. C. Hadfield (Principal)  
Mr. T. Reynolds (Vice Principal)  
Mrs. A. Oppenlaender (Grade 6)  
Ms. A. Demmery (Grade 5)  
Mr. J. Gilliam (Grade 2/3)  
Ms. R. Tkach (Bridge)

We are also very happy to have our returning staff here again to lead the way! Thank you to all of the staff who have been in during the summer preparing to welcome students back in September.



## OFFICE INFORMATION

Ms. Rees, Ms. Moreau and Ms. Jones, our Administrative Assistants are in the office from 8:00 am – 4:00 pm each weekday.

### Please inform the office of all absences

A message can be left at 905-684-4359 at any time of the day or night. You can also text us at 905-328-1523 to inform us of your child's absence. While we do appreciate that there are sometimes unforeseeable circumstances that arise, we as that you please make after school arrangements with your child prior to the school day to avoid phone calls to the office. Thank you in advance for your cooperation.

## STUDENT VERIFICATION FORMS

During the first week of school you will receive a Student Verification Form of your child's information on file. Please check this and make any changes, fill in any missing information, and return it to the school promptly. In the interest of health and safety, it is important that students' medical and personal information is updated each year.

***Please let us know if the information changes during the school year! Please return all forms back to the school by Friday, September 7, 2018.***



## STUDENT SAFETY

Your child's safety is very important to the staff of Harriet Tubman School.

***PLEASE CHECK IN AT THE OFFICE:*** All guests of Harriet Tubman School, ***including parents***, are asked to check in at the office. Guests will be asked to sign in and wear a name badge. If a staff member sees a guest in the hallway who does not have a badge, he/she will be directed to the office to sign in. We have a number of new staff to the school who do not know all of the parents. This measure is put in place for the safety of your children.

***EXTERIOR DOORS:*** Please be aware that after the 8:40 a.m. bell and the 1:20 p.m. bell, all exterior doors will be locked.

***STUDENT ENTRY/EXIT:*** ***All students*** will be expected to enter and exit through their divisional doors. Classroom teachers will greet the classes at their appropriate doors to bring them into the school. Parents who walk their children to school are asked to walk them to their assigned entry instead of through the parking lot doors. ***Students should not enter the school prior to the entrance bell. We request your cooperation for the safety of all students.***

***STUDENTS REQUIRING DAILY MEDICATION:*** Please do not send medication to school with your child or do not place it in your child's backpack. Any medication that must be administered by a staff member during the school day must have an authorization form completed by a physician on file at the school. These forms are available at the school office. If your child requires an Epipen and you have not completed the required paperwork please contact the school immediately so we can put the proper procedures in place. All medication, including over the counter drugs, must be stored at the office with instructions for administration. Please contact Mr. Reynolds for further information.

***CUSTODY:*** Please inform the school if there are special Custody Orders for your child(ren).

## ALLERGY ALERT

We have a number of students at Harriet Tubman with severe, life threatening allergies to nuts. Please read food labels carefully and refrain from sending any snacks or lunch that contain these products.

**Your cooperation is greatly appreciated in keeping all of our students safe!**



## STUDENT AGENDAS

Every student in grades JK to 8 will receive a Student Agenda. This is a valuable tool which is designed to help the students keep track of assignments and stay organized, as well as ensure that they are aware of the guidelines and expectations at Harriet Tubman. Parent and teacher guidance is essential to the success of the student in using the agenda. Please help us help your child develop these important skills. **The cost for the agenda this year is \$5.00.** We are requesting that agenda money be sent with your child by Friday, September 14. Payment can be made through School Cash Online or directly to your child's teacher.

## A LITTLE BIT OF THIS AND A LITTLE BIT OF THAT.....

- Arrival after 8:25 will ensure supervision of students by staff on the school yard. Arrival prior to 8:25 means students may be alone on the playground. Students cannot be supervised in the school as this is teacher preparation time.
- If you would like to speak to a teacher before school, please call in advance to make an appointment as teachers often have yard duty.
- Appropriate dress for the season is required at all times. No profanity or obscene pictures will be allowed. If students do not wear appropriate dress they will be asked to change immediately or call home for a change of clothing.
- Lost and Found will be located outside of the library as well as outside of the gym.
- Volunteers are welcome at Harriet Tubman to assist staff in the class or with programs throughout the school. Approach any staff member for the area of interest in which you wish to help.
- Our Code of Conduct can be found on our website as well as our student agendas. Please review this with your child as a proactive measure and to establish a framework of understanding between home and school.
- Kindergarten Dismissal will be made by the teachers. Please respect this organizational and safety requirement. Do not take your child from the school yard or Kindergarten courtyard.
- Walking across the parking lot is not safe and will not be permitted unless accompanied by a parent.
- Bicycles, skateboards and roller blades must be walked on school property. Students are not allowed to ride their bicycles, skateboards and roller blades on school property based on a recommendation by the Niagara Regional Police. Bicycles must be locked in the bike racks. If a student is younger than grade 4, it is recommended that he/she be accompanied by an adult to and from school.
- All students will need to have their own set of headphones to be used in conjunction with our computers at school. Please help us by sending your child with their own labelled set.

## ACCIDENT INSURANCE

Is your child insured for medical or dental costs in case of an accidental injury? The District School Board of Niagara does not provide medical payments coverage for students. If you have no other coverage, it is important that parents/guardians purchase this coverage to ensure that medical or dental costs are covered in case of accident. Reliable Life Student Accident Insurance forms have been sent home with each student to assist you in getting coverage. Or you can visit [www.insuremykids.com](http://www.insuremykids.com) to apply online. It costs as little as \$8 per student for one year of basic school day/school activity coverage. PLEASE DO NOT SEND THE FORMS BACK TO THE SCHOOL.

## SCHOOL PHOTOS

School photographs will be taken throughout the day on October 25. Additional information will be sent home regarding this. Please try to avoid this date for appointments for your child, as we would like all students to be present for their picture.



## EARLY RELEASE DAYS AND PROFESSIONAL ACTIVITY DAYS

One Early Release Day and seven full day Professional Activity Days have been set aside this year to allow staff to focus on curriculum implementation. With the tremendous amount of curriculum change taking place, this is a critical necessity. On September 15, 2017 we will be having Early Release Day while October 6, 2017, November 17, 2017, January 19, 2018, February 16, 2018, May 18, 2018 and June 8, 2018 and June 29, 2018 have been designated as Professional Development Days. School bus services and crossing guards will be in place to accommodate this. Please mark these dates on your calendar.

## SCHOOL CASH ONLINE

We will be using School Cash Online for ALL payments this year. Once you have registered, you will receive email notifications for items that are available for you to purchase (ie. Trips, pizza etc) and reminders when the item is about to expire. If you are new to Harriet Tubman coming from another DSNB school, your previous login information is still valid. If you are new to school, have not previously signed up or are coming from another board you will be required to register.

Press CTRL + Click on Harriet Tubman Public School to go directly to the website.

1. Click on the Cash Online icon on the top right hand corner

**(Please note: Internet Explorer is the most effective internet browser for Cash Online)**

2. Create a profile for yourself (Parent/Guardian).
3. Attach your students(s) to your profile (date of birth & legal name required).



There are step by step instructions for enrolment in this newsletter.

If you need any assistance or internet access please see Ms. Rees in our office.

## TRANSPORTATION

For transportation information please visit the Niagara Student Transportation Services website at [www.nsts.ca](http://www.nsts.ca) or call 905-346-0290

## LUNCHES AT SCHOOL

It is best to start the year off right with students bringing their own lunch/snacks to school with them in the morning. If you must deliver a lunch on the odd occasion please ensure that your child knows that it is coming, have it here before our nutritional break and make it your child's responsibility to pick it up at the office during the break. **Print your child's name clearly on the lunch bag.** We will not interrupt instructional time to deliver lunches.

## CHARACTER EDUCATION

As a school and community, we know how important it is that we develop positive character and life skills among our youth. The character trait we will focus on for September will be **RESPECT**. At the end of the month we will recognize those students who have consistently demonstrated this character trait. Further information about the various traits we will be focussing on will be sent home later in the month.

## TERRY FOX RUN

On the morning of Friday, September 14, the Harriet Tubman community will be supporting cancer research by hosting a Terry Fox Run at the school. Students from Grades 1 to 8 will be participating in a run. More details will follow.

It's our first opportunity of the year to show our amazing school spirit!



**THE TERRY FOX  
FOUNDATION**

# School Cash On-Line

## Step-by-Step Registration Process

### **Need to Register your School Cash on line account**

- ◇ Visit [www.dsbnschoolcash.org](http://www.dsbnschoolcash.org)
- ◇ Select Register now
- ◇ Complete the three step registration process

**Note: you must create your profile using your name NOT your child's name**

### **Confirm Your Account**

- ◇ You will receive a confirmation email from School Cash On line
- ◇ Click on the link provided
- ◇ Sign into your account using your email and password

### **Add A Student**

This will connect your children to your School Cash on line account

- ◇ Confirm the school board name—DSBN
- ◇ Select our school
- ◇ Enter your child's name and birth date
- ◇ Select continue
- ◇ Confirm you child and select continue

Your child had now been added

### **Add Another Student**

If you have more than one student you will need to

- ◇ Select add another student
- ◇ Repeat the seep above (Add a Student)

### **View Items To Purchase**

- ◇ Visit [www.dsbnschoolcash.org](http://www.dsbnschoolcash.org)
- ◇ Sing in using your email and password
- ◇ Click ITEMS in toe top tab

### **To View Your Past Purchases**

- ◇ Visit [www.dsbnschoolcash.org](http://www.dsbnschoolcash.org)
- ◇ Sign in using your email and password
- ◇ Click MY WALLET in the top tab
- ◇ View Transaction History



**HARRIET TUBMAN**  
**PUBLIC SCHOOL**





# HARRIET TUBMAN PUBLIC SCHOOL

## What's Expected at the End of the Day

NO EARLY DISMISSAL AFTER 2:10 PM

If you **HAVE NOT** made early dismissal arrangements before 2:10 p.m.

~Head to your child's regular dismissal doors for their regular 3:10 p.m. dismissal.

For **STUDENT SAFETY**, it is very difficult to get students who are involved in their **END OF DAY** routines.

If you **HAVE** called / written a note / contacted the classroom teacher before 2:10 p.m.

~Your child will be notified and sent to office for 2:10 p.m.

~Please check in at the office to sign your child out.

Thank you for helping to keep our students safe and on track at the end of the day!