

St. Marguerite d'Youville School



September 10, 2024

Dear Parents and Guardians,

It was a great first week back to school and it was wonderful seeing all of our returning students and meeting those who are new to SMY.

At the start of the school year we focus on building routines, building relationships, and getting to know our students.

Please see below the [Action Items for Parents/Guardians](#).

This newsletter was sent via our Emergency messaging system to ensure all families receive this information. It is imperative that you register for [SchoolMessenger](#) to receive information from the school. You may need to update your preferences within School Messenger. Future messages will not be sent via our General messaging system and you will only receive information if you have registered for SchoolMessenger.

We are having our Meet the Educator/Open House event on Thursday, September 12 from 3:30 - 5:00 p.m. Parents and guardians will have the opportunity to visit the classrooms, meet your child's teachers and ask questions of the educators in the class. We will let parents in at 3:30 p.m. and not earlier as staff need a few minutes after dismissal to prepare. You can look at the [Drop-off/Pick-Up/Entrance Map](#) to locate your child's homeroom/morning class. We will have signage up in the front lobby to help you locate classrooms and educators. Here is a link to a document with a list of educators and their classroom locations and times where they will be available: [SMY Meet the Educator/Open House](#)

Regards,
Jonathan Hogg
Principal



Our new spiritual theme at the OCSB is "Open Doors, Build Bridges, Nourish New Beginnings." - "Here I am! I stand at the door and knock..." Rev 3:20



"Here I am! I stand at the door and knock..." Rev 3:20

Year One: We are Called to Open Doors

Opening doors symbolizes hospitality, breaking barriers, and welcoming change, reflecting Christ's call to open spaces for transformation. This year, we focus on recognizing and valuing the gifts of those we encounter, fostering a spirit of inclusivity and mutual respect. The opening of the Holy Door of St. Peter's Basilica by Pope Francis on Christmas Eve 2024 will mark the beginning of the Jubilee Year, serving as a powerful opportunity to unite our community with pilgrims of hope around the globe embracing new beginnings with open hearts and minds.

SMY Schedule/Hours

START TIME:	8:35 a.m.
MORNING RECESS:	9:50 - 10:05 a.m.
LUNCH:	11:20 - 11:40 a.m.
LUNCH RECESS:	11:40 a.m. - 12:20 p.m.
AFTERNOON RECESS:	1:35 - 1:50 p.m.
DISMISSAL:	3:05 p.m.

Contact Information

If your contact information has changed over the summer, or if it changes over the course of the school year please advise us so that we have accurate and up to date information. The most efficient way to do this is to email the school with the specific details at: Marguerite.dYouville@ocsb.ca.

In the Parent Portal there is a **Verification Form** that needs to be reviewed and this is also where you can update your contact information. [How to Review and Update Your Contact Information](#)

School Council

The first SMY School Council meeting will be held on Monday, September 30th at 6:00pm, in the Learning Commons. At this meeting, we will share information about upcoming events for our

school and we will be electing a new council for the 2024/25 school year. You do not need to hold a position to be involved with the School Council – we are looking for parents who could take on a formal or informal role on our Council, and volunteers to help with the various events we host throughout the year. This is an opportunity to make a difference for your child and our school community!

Please consider joining the wonderful group of parents who make up the SMY School Council. Everyone is welcome! We hope to see you there!

Absences

If your child will be absent from school please phone our **Absence Phone Line at 613-737-4020** any time of day and leave a message with your child's name, the date, the reason for the absence, and their teacher's name.

<p>Completed : ✓</p>	<p style="text-align: center;">Action Items for Parents/Guardians</p>
	<p>Please sign up for School Messenger to receive important updates and information from the school and your child's teacher. You must register or you will not receive newsletters and information from the school. https://www.ocsb.ca/parents/schoolmessenger/?utm_medium=school&utm_source=site&utm_campaign=schoolmessenger</p>
	<p>Please sign up for School Cash Online: https://ocsb.schoolcashonline.com/ All payments for school related activities including field trips and food days (pizza, subs, popcorn) must be made through School Cash Online. The school does not accept cash.</p>
	<p>Please sign up for the Parent Portal on OSTA's website for frequent updates about buses and bus routes and to find out the bus number and pick-up and drop-off location. http://www.ottawaschoolbus.ca</p>
	<p>Please sign up for Parent Portal with the OCSB. The OCSB Parent Portal is your gateway to information about your child's schooling. This is where you will access report cards, Individual Education Plans (IEP's) and many other forms of information that can support your child with their education. https://www.ocsb.ca/parents/parent-portal/ There are also forms that need to be completed here including the Responsible Use of Technology Agreement, Verification Form, Off-Site Permission Form.</p> <ul style="list-style-type: none"> ● The Responsible Use of Technology Agreement: Parents can access this agreement using a digital form submission process. To learn more, review these directions.
	<p>If your child has a medical condition or has anaphylaxis please visit the link below as there are important forms to be completed to ensure the safety of your child. Please update your child's plan of care if necessary. https://www.ocsb.ca/parents/student-health/</p>

	<p>If you would like to volunteer in our school please complete the necessary process found at this link: https://www.ocsb.ca/contact/volunteers/?utm_medium=school&utm_source=site&utm_campaign=quick-link&utm_content=volunteers</p>
	<p>If you are in need of child care or have questions about the Extended Day Program please visit this link: https://www.ocsb.ca/parents/child-care/</p>

Morning Drop-Off / Parking:

There is a link below that includes a map of the school, classroom locations and entrances. It will also be posted under School News on our school website. [Drop-off/Pick-Up/Entrance Map](#)

Morning drop-off is between 8:20 a.m. and 8:35 a.m. Do not drop your child off at school before 8:20 a.m. as there is no supervision on the yard.

- ***The only vehicles that will be allowed to enter school property during pick up and drop-off times are school buses and special transportation vehicles and if necessary school board staff. Entry will usually be blocked with pylons. If there are no pylons set up the same expectations apply and parents should not be entering the parking lot between 8:20 and 8:35 a.m.***

We encourage parents to walk with their child(ren) to school. If you are driving you will need to park on Lorry Greenberg or a side street. If you are crossing the street please use one of the crosswalks. Please remind your child to use the crosswalk if they are walking to school.

Student Drop-Offs:

We are going to ask that parents drop their child off at the gate at the primary yard (grade 1, 2, 3) or the junior yard gate (grades 4, 5, 6). Once your child has entered the yard through the gate please move away from the gate and fence area to allow others to drop off their children. Parents are not to enter the school yard. Students are to walk without their parents from the gate to their schoolyard area. Our staff will help students as needed.

End of Day Dismissal Procedures

Kindergarten: We are asking that parents pick up their child between 2:55 and 3:05 p.m. at the same location as the morning drop-off which is at the gate on the western side of the school. Please remain near the path or grassy area outside of the gate and staff will walk students to the gate and direct them to you. Please do not come onto the yard to find your child.

Primary (gr. 1, 2, 3): Please wait for your child(ren) on the path or grassy area outside of the gate in the same location as morning drop-off. Please do not come onto the yard to find your child.

Junior Dismissal (gr. 4, 5, 6): Classes will begin exiting the building at 3:05 p.m. The teachers will let students go when a parent is identified. Please wait on or near the junior pathway or the gate closest to the main entrance and your child will walk to you. Please do not come onto the yard to find your child. Students who walk/bike home without a parent will be dismissed at 3:05 p.m. **Please inform the school**

by email (Marguerite.dYouville@ocsb.ca) if you are planning on having your child walk/bike home without an adult or if they are getting picked up by the parent of another student.

Allergies (Anaphylaxis) / Food

Within our school community there are many students who have a potentially life-threatening allergy (anaphylaxis) to foods, predominantly to peanuts and tree nuts (e.g. almond, cashew, hazelnut, pistachio), but also to eggs and sesame seeds. We feel the best way to reduce the risk of accidental exposure to these students is to respectfully ask for the co-operation of the parents/guardians within this school community to avoid sending peanut butter or products with peanuts listed in the ingredients or tree nuts (e.g. almond, cashew, hazelnut, pistachio).

Since even a minute amount of the allergic substance can cause a life-threatening reaction, keeping it out of the classroom is our best method of preventing a serious reaction at school.

If your child does bring a food to school containing peanut or nut products, please remind them to advise their teacher.

There are students with allergies to other foods and teachers will be sending home communication to parents about the food allergies in their classrooms which are in addition to peanuts, peanut butter and tree nuts.

Thank you for your cooperation with this important issue.

Kindergarten Information

[Welcome to Kindergarten - SMY Information](#)

Food / Allergies

Please do not send food containing nuts (tree nuts or legumes) to school please.

[Birthday Food/Treat Letter](#)

School Trustee

Trustee for Zone 8 - Alta Vista - Gloucester - Southgate Wards

Mark Mullan Chairperson

(613) 841-5775

mark.mullan@ocsb.ca

Important Dates:

Date	Event
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September 12, 2024	Open House/Meet the Educator event 3:30 - 5:00 p.m.
September 30, 2024	<ul style="list-style-type: none"> • National Day of Truth and Reconciliation • Orange Shirt Day • School Council Elections
October 2, 2024	Picture Day (Edge Imaging)
October 11, 2024	Christian Community Day (PD day)
October 14, 2024	Thanksgiving
November 8, 2024	PD Day
December 2, 2024	PD Day



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