



Welcome to Arklan!



Hello Arklan Families,

School Information

123 Patterson Cres., K7C 4R2
Phone: 613-257-8113
Fax: 1-855-340-9074



School Hours

9:10 Yard open for all students. Teachers on supervision duty. Students are not to be on the school grounds before 9:00 AM.

9:25 AM instruction begins
11:55 Lunch /Recess
12:35 Instruction begins
1:55- 2:35 Recess
3:45 Dismissal

*Please review our Safe Arrival/Dismissal routine in this newsletter



What a whirlwind this past month has been! Thankfully, things seem to be settling into more of a routine and each day feels a little bit more “normal”.

Firstly, I would like to thank the Arklan community for the warm welcome. There have been many supportive and thoughtful emails and, at a time when it is difficult for us to meet face to face, this has been a nice alternative. The staff and students here are wonderful, and I am so pleased to be able to be a part of this wonderful place.

Secondly, on behalf of all of our staff, we would like to thank each and every one of you for the ease at which you have been able to adapt to some of our new health and safety protocols. This has made the transition so much smoother! As well, your words of encouragement and understanding to all of us have also helped to “fill our buckets” throughout September.

We hope this newsletter finds your family well and that we will continue on a positive road to the time at which we can be together as a community once again. Until then, we wish everyone good health.

Brenda Swrjeski

Meet the Team!

Jane Peters, Angie Flynn JK/SK
Sara Hudson, Melanie Duncan JK/SK
Jody Trant, Tammy Reid JK/SK
Kelly Belisle 1
Fouzia Belkiour 1-2
Lia Thompson 1-2
Tracy Pentz 2-3
Andrea Doherty 3
Linda Johnston/Jen Hamilton 2-3
Carley McDonell 3-4
Meredith Wood 4-5
Louisa McMunn 4
Nancy Clarke 5
Kristen Skillen 5-6
Alana Powell 6
Sarah Hickey Core French
Sue Harron Music & Science
Kent Bratton Physical Education
Dana Boyer Vice Principal
Brenda Swrjeski Principal

Special Education Teachers:

Dana Boyer
Kate Fergusson
Linda Johnston

Educational Assistants:

Terry Anderson
Cyndy Courtland
Tamara Daigle
Darryl Lake
Christine Sonnenburg
Patti Skrepnek

Custodial Staff:

Mark Porteous
Jim McFarland
Kayla Jinkinson

Financial Assistant:

Cathy Besharah

Office Assistants:

Kate Osborne & Karyne Ward

UCDSB Safe Arrival and Dismissal

We, as educators, and you as parents/guardians, all have a duty to ensure the safety of our students. Safe Arrival procedures are a legislated requirement for elementary students in Ontario. Within the UCDSB, protocols are required to be followed in all K-6, K-8 and 7-12 schools that serve elementary students. While school departure procedures are not a legislated requirement, there is an expectation for schools to ensure an effective student departure process as well. We recognize that it is the responsibility of principals, office staff and parents to work diligently every day to ensure the safety of our students. To this end we would like to remind parents/guardians to notify the school if:

1. your child is going to be late or absent****;
2. alternative arrangements have been made for your child at the end of the day, i.e. he/she is being picked up instead of taking the bus;
3. your child is going to be picked up by another party.

For those students who are bused, please review STEO procedures:

Remember that you are responsible for your child's safety and conduct prior to boarding the bus and following drop-off at a designated stop. This includes walking or driving your child to and from the bus stop. In the case of a JK-SK student, or in a special situation that has been approved by the school, STEO, and bus operator, a trusted responsible person must accompany your child to and from the bus stop. If no one meets the child at the bus stop, drivers are directed to take the child back to school or to the proper authorities. It is a parental responsibility to ensure that children arrive home safely from the bus stop.

We thank you for your commitment to student safety in Upper Canada.

******Please leave a message via My Family Room, email to the office, our Facebook page, or the school's telephone message system. If we are unable to contact you through the phone numbers you provide, we will attempt to phone your emergency contacts. If we are unsuccessful in reaching any contact, the board protocol is to report unknown absences to the OPP.**

Late arrival / early dismissal

Parents and visitors are not allowed to enter the school at this time due to COVID-19 protocols.

NEW* Students arriving late to school should be walked to the front entrance **"Welcome Window."** Parents can then sign their child in and the door will be opened for the student to enter.

If students need to be picked up early during the school day, parents should walk to the "Welcome Window" to sign-out their child. Students will then be escorted to the front doors by a staff member.

Your support of this procedure will assist greatly in ensuring the safety of our students and staff and we thank-you for your cooperation.



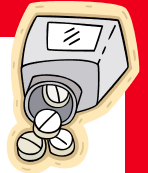
Administration of Medication

The Upper Canada District School Board has implemented a procedure for the administration of medication at school.

If your child needs to take medication at school an "Authorization for the Administration of Medication"

form must be on file at the office.

If needed, we will be glad to supply additional forms.



Anaphylaxis...and other serious medical conditions



If your child has a life threatening medical condition, a **current yearly "Plan of Care" must be on file at the office** in the event of an emergency at school or on the bus.

Please keep the school informed of any serious medical conditions.

Severe Allergies

We would like to remind you that our school has students and/or staff with nut allergies and other serious conditions, such as egg allergies. We kindly ask that you do not send products that contain nuts. There are food suppliers who are marketing nut-free products that look, taste, and smell like peanut butter. These peanut butter substitute products can cause confusion and create an unsafe environment for our students and staff that are peanut anaphylactic. Therefore, due to the difficulty in differentiating between peanut butter and a peanut butter substitute, we do not allow these products in our school.



We thank you for your support in keeping a safe environment

Please avoid the use of perfume, cologne, scented hand cleaner, and other scented products

Scented products can aggravate health problems for some people especially those with asthma, allergies and other medical conditions.

Thank you for your cooperation.



No Scents Makes Sense



The Upper Canada District School Board recognizes concussions as a serious injury which requires appropriate follow-up measures to reduce risk of potential additional injury. Concussion awareness, prevention, identification and management are a priority for the Board.

For more information, please visit UCDSB.on.ca.

We ask that you please notify the school if your child has suffered a concussion at any time, even outside of the school schedule.

Dismissal Routine

- A- Walker drop off/pick up at flagpole (front of school)
- B- Bus Loading/unloading zone (no other vehicles permitted)
- C- KDG Drop off/Pick up
- D- KDG Drop off/Pick up parking area
- E- Vehicle Student Drop off/Pick up "Kiss & Ride"
- F- Arklan Parking entrance
- G- Arklan Parking exit
- H- CP Daycare Parking
- I- CP Daycare entrance
- J- CP Daycare exit

All parents and visitors are asked to respect the **boundary** lines to ensure physical distancing.

Please do not enter the school unless you have a pre-arranged appointment.

In the "Kiss & Ride" line up, please do not exit your car unless your child needs assistance getting out of their car seat.



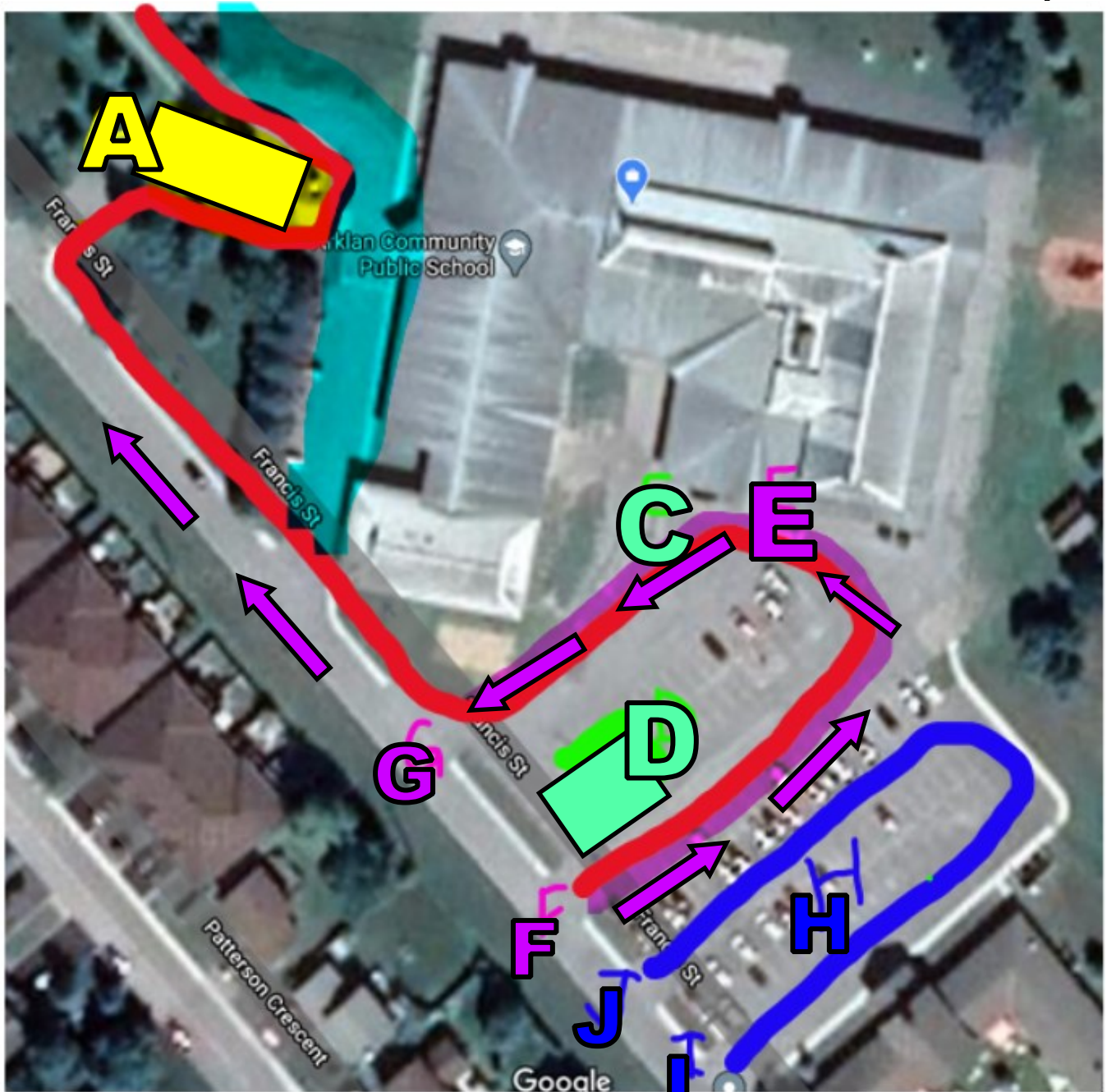
Bus Safety

For the safety of our children, the front driveway of the school is for buses only between **8:50-9:30**, and again from **3:20-4:00**.

Student dismissal is **3:45 PM**. If you wish to pick up your child before regular dismissal time, please come to the "Welcome Window" at front entrance to sign her/him out. Whenever possible, please notify the school by email or call the office **before 2:00 pm** in order that we may pass on end-of-the-day information in a timely manner.

Thank you for your attention to this policy.

2020-2021 Arrival & Dismissal Procedure Map



Phoning Arklan



If your call to the school office goes unanswered during office hours, please be assured that messages are checked frequently. Our voice mail system is operational 24 hours a day, 7 days a week. Messages may be left at any time.



Things to bring every day;

- labelled water bottle
- a mask to wear plus a spare
- Change of clothes

Things to do every day;

- Wash your hands
- Cough or sneeze in your elbow
- Physical distance



Social Media

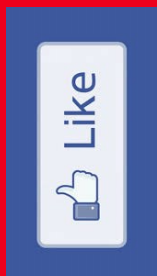


Keep up to date with the most current school news and events!

Please follow Arklan Community Public School on Facebook. It's not necessary to have a personal Facebook profile to look us up. We'll post our monthly newsletters, reminders and lots of photos of school activities.

Don't forget to "like" our school.

Also, visit our school website at <http://arklan.ucdsb.on.ca/>



My Family Room



<http://www.ucdsb.on.ca/programs/Pages/MyFamilyRoom.aspx>

- My Family Room is a custom application developed specifically for the UCDSB. This is confidential data about our students and their parents and cannot be sold or shared.
- My Family Room provides 24/7 access to useful information related to your child. All parents and guardians with legal custody can register for a My Family Room account.
- Parents now have the ability to **self-register from the My Family Room login page at <https://myfamilyroom.ca>**. Parents can then choose to authenticate with their preferred social media or email account – Yahoo!, Gmail, Outlook.com, Facebook or Twitter – OR they may choose to create an account using their email address as their username and set their own CUSTOM MY FAMILY ROOM password.
- **Parents who register in person at the school will receive an email to complete the account initiation process.** Please check spam or junk mailboxes for the email if it is not in your inbox. Otherwise contact the school to have the email regenerated.
- The new My Family Room **mobile app can be downloaded for free for Android devices from Google Play and the iOS**
- Parents may **review and update their contact information.** Parents do not have the ability to change their children's information in My Family Room. Parents must still contact the school to update demographic information.
- Parents may **submit lates and absences** for their children with My Family Room.
- Parents may choose how (voice, text message and email) and where they wish to **receive notifications about unexplained absences, urgent issues and bus cancellations.**
- By default ALL parents **MUST have at least 1 option selected for Absences AND Urgent Notifications.** This is to ensure that you can be reached quickly when serious situations occur at your child's school.
- To resolve any added costs from mobile carriers, parents may log into My Family Room and change contact preferences in the Profile page and choose to only receive notifications by email as **there are no associated costs for email notifications.**

Note: Charges may apply to parents receiving text messages or phone calls on their mobile devices. This is dependent on your carrier and data or message rates may apply.

“What can we do to keep our students safe?”

Parents:

- It is important to use the “[Parent Screening Tool](#)” each day to decide if your child has possible symptoms of COVID-19 and should stay home and be tested.
- Help your child learn how to put on and wear a face mask safely. (Gr. 4 and up)
- Make plans for how your child will be cared for if they are tested and are waiting for results to come back. Also prepare for the possibility that your child has had contact with a confirmed case of COVID-19. In this case they must be isolated for 14 days.
- Please respect the privacy and refrain from posting information or rumours online that could identify anyone who has (or is suspected of having) COVID-19 as this may stigmatize a child and be harmful to their mental health.

School:

- All individuals entering the school (including teachers, other employees and essential visitors) will self-screen using the [COVID-19 Self-Assessment tool](#).
- All staff will wear a medical mask at school. In addition, they will use a face shield when in close contact (less than 2 metres) with students.
- Heightened transmission control procedures that will be activated if someone has a confirmed case of COVID-19 while at the school, in addition to regular enhanced cleaning.
- Communicate with the school community to keep everyone informed and safe. Families will be notified if there is a positive case of COVID-19 at the school, and be given instructions for next steps.

- To protect privacy, individual cases will not be identified by name.

PLEASE NOTE:

- If your child becomes ill at school, they will be isolated in a separate room and their family called to pick them up as soon as possible. **Symptomatic students will not be able to use student transportation to return home.**
- Please refer to “[Return to School Protocols](#)” before returning to school.
- *For further information please visit www.healthunit.org/coronavirus or call 1-800-236-0123*



Return to School Protocols

Return to School Protocols for Staff and Students with COVID-19 Symptoms

While a student/staff is waiting for COVID-19 test results, they must remain in self-isolation and cannot attend school in-person.



Negative COVID-19 Test Result

If student/staff member has tested negative for COVID-19 and is not a contact of someone who has tested positive, they can return to school if all of the following apply:

- You do not have a fever for 24 hours (without using medication)
- It has been at least 24 hours since your symptoms started improving (e.g. only occasionally clear mucous from nose, no discharge from eyes, coughing doesn't interfere with activity, no headache, throat not sore with eating or drinking).
- You have signs you are feeling well (e.g., eating, drinking and sleeping well, normal personality, enough energy for daily activities)

Documented proof of the negative test result is not required to return to school.

Check with your school board regarding their protocols.

Note: If a staff/student has had known close contact with someone who has tested positive for COVID-19 or the staff/student has travelled out of country, they must self-isolate until 14 days have passed since their last exposure even if they have a negative test result.



Not Tested for COVID-19

If a test is recommended but the student/staff is not tested, they must self-isolate for 14 days from the onset of their symptoms.

If a test is not recommended after a clinical assessment, student/staff may return to school/work if all of the following apply:

- You do not have a fever for 24 hours (without using medication)
- It has been at least 24 hours since your symptoms started improving (e.g. only occasionally clear mucous from nose, no discharge from eyes, coughing doesn't interfere with activity, no headache, throat not sore with eating or drinking).
- You have signs you are feeling well (e.g., eating, drinking and sleeping well, normal personality, enough energy for daily activities)

It is strongly recommended that an individual with any COVID-19 symptom and no known alternative diagnosis be tested for COVID-19. The diagnosis of another infection does not exclude the possibility of also being infected with COVID-19.



Positive COVID-19 Test Result

Students/staff who test positive will receive daily follow up from PHU.

Students/staff who test positive for COVID-19 will remain in isolation until these three conditions have been met or as directed by Public Health:

- They have isolated for 14 days after the onset of symptoms.

AND

- They no longer have a fever.

AND

- Their symptoms have been improving for at least 72 hours.

Students or staff do not need clearance testing or medical notes to return to school. Check with your school board regarding their protocols.

Even if your symptoms get better while you are waiting to be assessed or tested, you are still required to self-isolate.



1-866-236-0123

www.healthunit.org

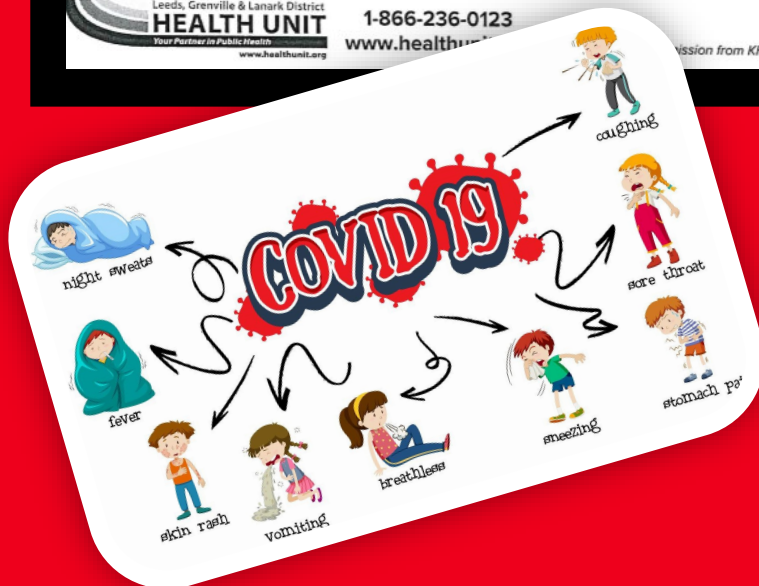
Commission from KFL&A Public Health

1-800-267-7120

www.eohu.ca




BSEO
Bureau de santé
de l'est de l'Ontario



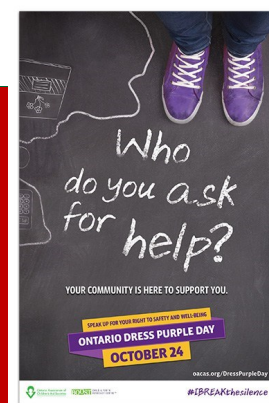
October 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4 Fire Prevention	5 World Teacher Day	6	7	8	9	10 National Mental Health Day
11 International Day of the Girl	12  * Thanksgiving Holiday	13	14	15	16	17
18 Bus Safety Week National School Safety Week	19	20	21	22	23	24
25	26	27 	28	29 	30	31 

Every October Children's Aid Societies across the province raise awareness about the rights of children and youth to safety and well-being, and the responsibility of adults and community services to help children, youth, and families who need support. On Ontario Dress Purple Day we share this positive message that help is available and to celebrate the community that cares for kids and families.

This year Ontario Dress Purple Day will take place on Tuesday, October 27.



School Year Calendar 2020-2021

SEPTEMBER 2020				
M	T	W	T	F
	1	2	3	4
	PA	PA	PA	
7	8	9	10	11
H				1
14	15	16	17	18
2	3	4	5	1
21	22	23	24	25
2	3	4	5	1
28	29	30		
2	3	4		

OCTOBER 2020				
M	T	W	T	F
			1	2
			5	1
5	6	7	8	9
2	3	4	5	1
12	13	14	15	16
H	2	3	4	5
19	20	21	22	23
1	2	3	4	5
26	27	28	29	30
1	2	3	4	5

NOVEMBER 2020				
M	T	W	T	F
2	3	4	5	6
1	2	3	4	5
9	10	11	12	13
1	2	3	4	5
16	17	18	19	20
1	2	3	4	5
23	24	25	26	27
1	2	3	4	PA
30				
5				

DECEMBER 2020				
M	T	W	T	F
	1	2	3	4
	1	2	3	4
7	8	9	10	11
5	1	2	3	4
14	15	16	17	18
5	1	2	3	4
21	22	23	24	25
H	H	H	H	H
28	29	30	31	
H	H	H	H	

JANUARY 2021				
M	T	W	T	F
				1
				H
4	5	6	7	8
5	1	2	3	4
11	12	13	14	15
5	1	2	3	4
18	19	20	21	22
5	1	2	3	4
25	26	27	28	29
5	1	2	3	4

FEBRUARY 2021				
M	T	W	T	F
1	2	3	4	5
PA	5	1	2	3
8	9	10	11	12
4	5	1	2	3
15	16	17	18	19
H	4	5	1	2
22	23	24	25	26
3	4	5	1	2

MARCH 2021				
M	T	W	T	F
1	2	3	4	5
3	4	5	1	2
8	9	10	11	12
3	4	5	1	2
15	16	17	18	19
H	H	H	H	H
22	23	24	25	26
3	4	5	1	2
29	30	31		
3	4	5		

APRIL 2021				
M	T	W	T	F
			1	2
			1	H
5	6	7	8	9
H	2	3	4	5
12	13	14	15	16
1	2	3	4	5
19	20	21	22	23
1	2	3	4	5
26	27	28	29	30
1	2	3	4	5

MAY 2021				
M	T	W	T	F
3	4	5	6	7
1	2	3	4	5
10	11	12	13	14
1	2	3	4	5
17	18	19	20	21
1	2	3	4	5
24	25	26	27	28
H	1	2	3	4
31				
PA				

JUNE 2021				
M	T	W	T	F
	1	2	3	4
	5	1	2	3
7	8	9	10	11
4	5	1	2	3
14	15	16	17	18
4	5	1	2	3
21	22	23	24	25
4	5	1	2	3
28	29	30		
PA				

JULY 2021				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

AUGUST 2021				
M	T	W	T	F
2	1	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

Instructional Days:

First Day of School: September 1, 2020
 First Day of School for Students: September 11, 2020
 Last Day of School: June 26, 2020
 Last Day of School for Students: June 25, 2020

Statutory Holidays:

September 7, 2020 - Labour Day
 October 12, 2020 - Thanksgiving
 February 15, 2020 - Family Day
 April 2, 2020 - Good Friday
 April 5, 2020 - Easter Monday
 May 24, 2020 - Victoria Day

Designated on calendar as 'H'

Christmas Break:

December 21, 2020 – January 3, 2021

March Break:

March 15, 2021 – March 19, 2021

Professional Activity (PA) Days:

Designated on calendar as 'PA'

September 1,2,3, 2020
 November 27, 2020
 February 1, 2021
 May 31, 2021
 June 28, 2020