

2009-2010

Parent Calendar/Handbook



WELCOME HOME!

École Margaret Jenkins School

EMJS: Safe, caring and where learning flourishes



PRINCIPAL'S MESSAGE

École Margaret Jenkins School: A Professional Learning Community

Dear Margaret Jenkins Parents & Guardians:

How exciting to return to our newly renovated building for the **2009-2010** school year! We are thrilled to be back at our home building, after a year away at the Richmond campus while our seismic upgrade was completed last year. Our newly renovated building looks and feels fantastic, with all new paint, flooring, ceilings, and most importantly, a reinforced structural upgrade designed to safely withstand an earthquake.

This is my sixth year as Principal at ÉMJS and I feel it is a real privilege to work in such a supportive and educationally-oriented community. This good will and dedication were very apparent during last year's relocation and I want to thank all ÉMJS parents, students and staff for all the efforts in such a challenging and unusual school year. The results are well worth it, but we could not have completed this project so successfully without everyone's positive attitude. I also want to thank our Board of Education, Facilities Department staff, and contractor, Kinetic Construction, for working together to do such a wonderful job on our building. It looks superb!

There are many new staff members joining our team at ÉMJS this fall and we will be busy introducing them to you during the month of September. We will continue our efforts to build our staff into teams of adult learners that focus on improving instruction, as per the principles of a Professional Learning Community. Our 2009-2010 main school goal will be to improve reading skills. We began crafting plans and ideas to boost literacy skills amongst our students last Spring and are keen to focus on this area for the coming school year.

Finally, thanks to our wonderful PAC for all their help in organizing the Welcome Back Coffee this year. Their energy and support has a terrific impact on our school and I encourage you to get involved with this important group. Welcome home, and have a great school year!

Yours truly,
Rob Parker, Principal

ÉCOLE MARGARET JENKINS SCHOOL MISSION STATEMENT
 Our mission is to create a **safe and caring environment** where **learning will flourish.**

EMJS 2009-2010 STAFF

Principal: Rob Parker

Vice Principal: Ken Harper

Teaching Staff:

Division	Teacher	Grade
Div 1	Mr. Toleikis	5
Div 2	Mr. Harper	4/5
Div 3	Mme Gabaglia	5
Div 4	Ms. Nicolson/Mrs. Wakelin	4
Div 5	Mme Agnes	4
Div 6	Mme Therese	3/4
Div 7	Mrs. Shuckburgh/Mrs. Piggott	3
Div 8	Mme Creese	3
Div 9	Mrs. Classen	2/3
Div 10	Mme Hunt	2
Div 11	Mrs. Horne	1/2
Div 12	Mme Davis	1/2
Div 13	Mme Callin/Mme Pelletier	1
Div 14	Mrs. Crawford	K/1
Div 15	Mrs. Phillips	K (a.m.)
Div 16	Mme Freiburger	K (a.m.)
Div. 17	Mme Jeanine Nahas	K (a.m.)

Ms. Nicolson – Learning Support
 Mme Lambert – F.I. Learning Support
 Ms. Wimbush – School Counsellor
 Mrs. Wiens– Librarian
 Mr. John Riches – School Technologist
 Mme Lambert – Computer Teacher
 Mrs. Clifford – Music
 Mrs. Eadie – Strings

Community Support Team:
 Const. Mutch – Police Liaison
 Susan Baird– School Nurse
 Karen Kasner - Out of School
 Care

District Support Team:
 Sean Corman – Occupational Therapist
 Mrs. Martha Morrison – Speech & Language Pathologist
 Dr. Trudy Holden – Educational Psychologist – Psychometric Testing
 Robyn Misovic - Physical Therapist

* **French Immersion classes are in bold**

Custodial Staff:

Paul Knapik, Daytime Custodian; Richard Ware, Evening Custodian, Pat Roper, Evening Custodian

Support Staff: School Secretary, Rosa Demchuk; School Assistant: Joan Hester

Special Student Assistants: Lorna Belcourt, Laureen Belland Aline Boulet, Julia Layzell, Shan Saatchi, and Andrea Skakun

Student Supervisors: Tammy DeMings, Anna Moniz, Joan Hester, Aline Boulet, Julia Layzell, Joyelle Lund

Crossing Guard: Gail Fairfield

September

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1 EMJS at Fairfield office open for new registrations	2	3	4	5
6	7	8 Schools Open at 9:00 am Dismissal at 10:00 am	9 2:35 Staff Meeting	10 7:00 pm PAC Exec.	11 9:00 Fire Drill 11:15 Assembly	12
13	14	15	16 7:00 pm Meet the Staff Night	17 1:15 Assembly School Newsletter	18 2:30 Fire Drill	19
20	21 ProD Day – No School for Students	22 3:45 Cross Country Clover Point	23	24 7:00 pm PAC Mtg.	25 1:00 Terry Fox Run	26
27	28 3:45 Cross Country Lambrick Park	29	30 ProD Session for Staff 2:30 – 5:00 pm			

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How to Contact Us:

École Margaret Jenkins School

1824 Fairfield Rd.

Victoria, B.C. V8S 1G8

Tel. 250-598-5191/Fax 250-598-0044

<http://www.sd61.bc.ca/school/margaretjenkins/>

Parent Call Back Program: 250-598-7151

Call this number if your child is going to be absent or late.

Call Back Telephone # 250-598-7151

École Margaret Jenkins School Hours

Monday, Tuesday, Thursday and Friday

8:40 a.m. – 2:56 p.m.

(8:37 a.m. courtesy bell for students to head for their line-ups)

Wednesday (early dismissal)

8:40 a.m. – 2:29 p.m.

(8:37 a.m. courtesy bell for students to head for their line-ups)

Recess 10:06 a.m. – 10:24 a.m.

Lunch 11:56 p.m. – 12:56 p.m.

(12:53 p.m. courtesy bell for students to head to their line-ups)

Before & After School Care

Morning Care is available from 7:30 am – 8:40 am

After School Care is available from 2:56 pm to 6 pm

Kindercare is available 12 pm - 6 pm for Morning Kindergartens

This program is located on-site at Margaret Jenkins in the portables and Brick Annex, and run by the Fairfield Community Association.

Please call **250-382-4604** if you require registration information or **250-592-8800** to leave a message with the ÉMJS Out of School Care staff.

(Spaces are limited.)

Adult Supervision Times on the Playgrounds

8:10 to 8:40 a.m. and 2:56 to 3:15 p.m. (Mon. Tues. Thurs. Fri.)

8:10 to 8:40 a.m. and 2:29 to 2:48 p.m. (on Wednesdays)

Rainy Days:

Students remain indoors during recess and/or lunch in heavy rain, but may go out if rain is light. Unless attending a supervised activity, students remain in their classrooms and engage in quiet activities. This indoor time is supervised by the playground supervisors and the student lunch monitors. The Rain Bell will be rung in the morning, and students directed into classes if it is raining heavily before 8:40 am.

October

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1 11:15 Assembly School Newsletter	2	3
4	5 3:45 Cross Country Clover Point	6 2:00 pm Dismissal 2:15-5:00 Parent/ Teacher Conferences	7 1 st Pizza/Sushi Day 2:00 pm Dismissal 2:15-5:00 Parent/ Teacher Conferences	8 Individual Photo Day 7:00 pm PAC Exec.	9 3:30-4:15 Swim Club at the Crystal Pool	10
11	12 Thanksgiving Day – No School	13 3:45 Cross Country Lambrick Park	14 2:35 Staff Meeting	15 1:10 Assembly School Newsletter	16 1:00 Earthquake Drill 3:30-4:15 Swim Club at the Crystal Pool	17
18	19 1:00-3:00 Cross Country City Finals Beacon Hill Park	20 9:15 School Wide Write	21 Pizza/Sushi Day	22 7:00 pm PAC Mtg.	23 Prov. ProD Day – No School for Students	24
25	26	27	28 ProD Session for Staff 2:30 - 5:00 pm	29 11:15 Assembly School Newsletter	30 Spirit Day – Orange and Black Day 3:30-4:15 Swim Club at the Crystal Pool PAC Fall Dance 5-8 pm	31

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Parent Advisory Council (PAC)

The PAC is a very important advisory body, empowered through the School Act and Board Policy. They meet at 7:00 p.m. on the fourth Thursday of the month with the Principal and Vice Principal to advise the administration and support the school in offering various programs. All parents at the school are welcome and encouraged to join us at these important meetings.

2009-2010 PAC Executive

Chairperson	Krista de Goede
Treasurer	Adrian Cownden
Minutes Secretary	Kim Colpman
School Planning Council (SPC) Officers	Carol E. Hyland Joanne Service Sharon Stoose-Johannknecht
First Vice-Chairperson	Marnie Hare-Reis
Second Vice-Chairperson	Dave Brougham
Correspondence Secretary	Rachel Franklin
Past Chairperson	Missie Edwards

2009-2010 Annual School Growth Plan

Our school improvement goal this year is to improve student achievement in **Reading and Writing**. We are focusing on only this one goal to increase the intensity and results in this goal area. Plans were drawn up in May, outlining numerous new literacy strategies to be implemented and tested this year. Stay tuned for progress reports on this goal area in newsletters, at PAC meetings, and on Professional Development Days.

Report Cards:

Student progress report cards are issued three times a year in November, March and June. Information is given about the program of learning for that term, the child's strengths and areas that need improvement as well as suggestions for growth. Letter grades are given on Grade 4 and 5 report cards. Parent/teacher conferences are held in October, December, and March (optional), and student led conferences are held in February. If you wish a conference with your child's teacher, please contact them to set-up an appointment. An open line of communication between home and school is the basis for effective education.

November

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2 1:10 Lockdown Drill	3	4 Pizza/Sushi Day	5	6 3:30-4:15 Swim Club at the Crystal Pool	7
8	9	10 10:35 Remembrance Day Assembly	11 Remembrance Day – No School	12 Indiv. Photo Retakes School Newsletter 7:00 pm PAC Exec.	13 3:30-4:15 Swim Club at the Crystal Pool	14
15	16	17	18 Pizza/Sushi Day 2:35 Staff Meeting	19	20 3:30-4:15 Swim Club at the Crystal Pool	21
22	23	24	25	26 11:15 Assembly School Newsletter 7:00 pm PAC Mtg.	27 3:30-4:15 Swim Club at the Crystal Pool	28
29	30					

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EMJS CODE OF CONDUCT*

BE SAFE

This means we will:

- Walk safely and quietly in our school
- Keep our 'hands off' others
- Show others how to be safe
- Use equipment and materials safely

BE RESPECTFUL

This means we will:

- Respect the feelings, opinions, ideas, and diversity of others
- Use a respectful tone when speaking with others
- Respect our school and other people's property

BE RESPONSIBLE

This means we will:

- Fix our mistakes
- Keep our commitments
- Take ownership for our actions

***a more detailed version of our Code of Conduct is sent home every September for parents and students to read over.**

Playground Protocol:

Two areas of playground equipment have been designated as Grade K-2 play equipment during school hours: the slide, half-circle monkey bars and barrel role beside the Brick Annex in the northeast quarter of the schoolyard; and the Grade K-2 Adventure Playground located on the southwest quarter of the school grounds. Grade 3-5 students are not permitted to play on the K-2 play equipment during school recesses, except on Fridays.

The intermediate playground for grades 3-5 is located behind the Gymnasium. Grade K-2 students are not permitted to play on the 3-5 play equipment during school recesses.

Grade K-2 students are not permitted to play on the big field during recesses. They are welcome to play on the banks of the field behind the goal posts on the Chandler Street side (only as far as the big stump) and an equal distance towards Foul Bay Road on the Fairfield Street side. Grade K-3 students are not permitted to play on the "Rocks" in the far north/east corner of the schoolyard nor along the banks of the field on the Foul Bay Road side of the field. The rocks are also off limits on wet and rainy days.

Students are not to be in the school building during recesses unless they are using the washroom (by themselves, not in groups), getting a drink from the fountain, seeking medical attention, or are being supervised by a teacher or staff member. The school policy is that they ask a supervisor for permission to come in, one at a time, if they need to be inside at recess.

December

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	2 Pizza/Sushi Day	3	4 3:30-4:15 Swim Club at the Crystal Pool Report Cards go Home	5
6	7	8	9 Noon Dismissal 1-5 pm Parent/Teacher Conferences	10 1:10 Assembly School Newsletter 7:00 pm PAC Exec.	11 3:30-4:15 Swim Club at the Crystal Pool	12
13	14	15	16 Pizza/Sushi Day 2:35 Staff Meeting	17	18 3:30-4:15 Swim Club at the Crystal Pool Last Day before Winter Break	19
20	21	22	23	24	25	26
----- Winter Holidays -----						
27	28	29	30	31		
----- Winter Holidays -----						

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DISCIPLINE AT ÉCOLE MARGARET JENKINS SCHOOL:

We use student discipline at Margaret Jenkins to: maintain a safe and secure learning environment; correct and improve behaviour and social learning; fix mistakes; ensure poor choices are not repeated; and ultimately, to develop successful and responsible young people. We know that effective discipline has to be **fair** and use both positive reinforcement (i.e., praise, encouragement, etc.) as well as logical, natural consequences when appropriate. All students will be trained again this year to use the W.I.T.S. acronym as a list of tools available to them to resolve conflicts with others.

WITS stands for:

Walk away (when possible)

Ignore (if appropriate)

Talk to the person

Seek help from an adult/supervisor

Generally speaking, teachers and support staff try to correct inappropriate behaviour themselves, by speaking to students directly, reinforcing the WITS Program, or using natural and fair consequences for inappropriate behaviour. Least intrusive interventions will be used, such as discussing the issue with the student or mediating between two students. However, when the situation is more serious, students are referred to the Principal or Vice Principal if they are having difficulty making appropriate choices. For more serious behaviours, such as using physical violence or dangerous behaviour, threatening or abusive language, and significant defiance or rudeness to others, depending on the situation, the student may be:

1. suspended from class on an In-School Suspension in the Office or Learning Centre, or
2. suspended from school on a Home Suspension for up to 5 days, as allowed under the School Act and Board Policy

It is important to note that decisions on discipline are always made with the best interest of the student in mind, balanced with preserving a safe and secure learning environment at the school for all others. Creating safe and caring environment first and foremost, followed by high levels of learning is our primary focus at École Margaret Jenkins School.

January

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1	2
----- Winter Holidays -----						
3	4	5	6	7	8	9
	Schools Reopen					
10	11	12	13	14	15	16
			Pizza/Sushi Day 2:35 Staff Meeting	11:15 Assembly School Newsletter 7:00 pm PAC Exec.		
17	18	19	20	21	22	23
24	25	26	27	28	29	30
		7:00 pm Kindergarten Open House	Pizza/Sushi Day	1:10 Assembly School Newsletter 7:00 pm PAC Mtg.		
31						

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STEPS FOR PARENTS TO ADDRESS A SCHOOL CONCERN AT ÉMJS

1. **Speak directly to the teacher/staff member involved.** *Healthy and effective communication is best achieved by going directly to the person with whom you have the concern. Mr. Parker can be involved if you are not satisfied with the initial results of your conversation. (E-mail is not an effective forum for educational discussions, so see the staff member in person or contact them by telephone.)*
2. If unresolved, speak to the Principal, Mr. Parker, or Vice Principal, Mr. Harper, (Tel. 250-598-5191)
3. If unresolved, contact the Associate Superintendent (Mr. Chris Harvey – 250-475-4133)
4. If still unresolved, use the School Board Complaint Process Policy 1155 to resolve the problem

*Our Superintendent of Schools, **Mr. John Gaipman**, or Margaret Jenkins School Trustee, **Mr. Michael McEvoy**, (Tel. 250-475-3212) could become involved at this stage to assist in the matter.

SCHOOL PROGRAMS

We are very proud to be a dual-track school. That means Margaret Jenkins School offers programs in **English (K-5) and French Immersion (K-5)**. With these two different language programs at Margaret Jenkins, the benefits are plentiful for all the children who attend our school. Being able to offer both French and English programs is a source of pride for all of us at the school.

French Immersion:

French Immersion provides 100% French instruction from Kindergarten through Grade 2. Beginning in grade 3, English Language Arts are introduced for approximately 20% of the school day. Other specialist areas such as Music, Science, etc. may be taught in English. This proportion of English Language Arts continues at approximately 1 hour per day through to Grade 5, and on into middle school. Students in the English program receive instruction in basic French (French as a Second Language) beginning in Grade 4, or earlier in some classes.

Music/Choir/Band/Strings:

Music and the Arts have always been important at Margaret Jenkins, and with school musicals or concerts being a regular part of annual programming. We are pleased to have **Mrs. Esther Clifford** joining us and as our Music teacher this year, who brings a wealth of experience with her as the former Music teacher at George Jay School. We also offer a Grade 5 Strings Program under the direction of **Mrs. Barbara Eadie**, who performed in the Fringe Festival this summer.

February

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	1	2	3	4	5	6
				3-5 pm Ready Set Learn (for 3 and 4 year olds)		
7	8	9	10	11	12	13
			Pizza/Sushi Day 2:35 Staff Meeting	11:15 Assembly School Newsletter 7:00 pm PAC Exec.	Spirit Day – Olympic/ Red and White Day	
14	15	16	17	18	19	20
			Noon Dismissal 1-5 pm Student Led Conferences		Tri Dist. ProD Day – No School for Students	
21	22	23	24	25	26	27
	EMJS Non Instructional Day – No School for Students		Pizza/Sushi Day	1:10 Assembly School Newsletter 7:00 pm PAC Mtg.		
28						

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STUDENT SUPPORT PROGRAMS

The following programs support the learning in the main classroom programs.

School-Based Team

The School Based Team, chaired by **Ms. Joanne Nicolson**, our Learning Assistance teacher (English program) meets weekly on Wednesday mornings at 8:00 am to discuss students with any special needs or students having difficulty, who have been referred by classroom teachers or parents. They review student files, help achieve special education designations and coordinate the creation of individualized educational plans (IEP's) required for certain students. The Principal, Vice Principal, **Counsellor (Wendy Wimbush)**, and Learning Assistance teachers, may be joined by classroom teachers, school district and community personnel (e.g., Educational Psychologist, Speech and Language Pathologist, OT, PT, Public Health Nurse), and parents at these team meetings.

Speech & Language Therapy

The Speech & Language Therapist, **Mrs. Martha Morrison**, assesses speech difficulties and language development, providing assistance at school and to the parents, where necessary.

Health Services

Mrs. Susan Baird is our Public Health Nurse this year. She will be available for staff and parents for health advice. She also oversees medical concerns and alerts (diabetes, severe allergies, etc.) identified by parents. She may also do some classroom teaching in health areas, such as nutrition, family life, etc.

Hearing Impaired/Visually Impaired

Itinerant teachers are available to assist children with hearing or visual impairments when required. This is coordinated through our School-Based Team.

Psycho-educational Testing

Our District Educational Psychologist, **Dr. Trudy Holden**, is available for educational testing at the request of teachers and/or parents. There is a waiting list developed by the School Based Team, to help assist our psychologist in determining priorities for assessment.

Counselling

Our counsellor, **Ms. Wendy Wimbush**, deals with the social and emotional aspects of a child's development. She is at the school all day Wednesdays and Friday mornings. Assistance from school staff is also available to help parents obtain counseling and other support through community resources. Please call our Principal, Mr. Parker, if you need help finding other kinds of support in the community.

March

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	1	2	3	4	5	6
					Report Cards go Home	
7	8	9	10	11	12	13
				7:00 pm PAC Exec.		
----- Spring Break -----						
14	15	16	17	18	19	20
----- Spring Break -----						
21	22	23	24	25	26	27
	Schools Reopen		2:35 Staff Meeting	11:15 Assembly School Newsletter 2:00 pm Dismissal 2:15-5:00 Parent/ Teacher Conferences 7:00 pm PAC Mtg.		
28	29	30	31			

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SUPPORT PROGRAMS cont'd....

Police/School Liaison

The Victoria Police Department maintains close, friendly and supportive relationships with the school. Our new school liaison officer this year is **Constable Kristin Mutch**. She can be reached at 250-995-7600. Const. Mutch will provide instruction each month for students on personal safety, anti-bullying, respect, self-esteem, law (e.g. vandalism), etc.

The Library/Resource Centre

Our new teacher/librarian is **Mrs. Margaret Wiens**, who joins us as an experienced and certified Librarian. She will also support students with Gifted designations. The library program strives to allow students and teachers the greatest possible access to the collection. Our library is fully automated and designed for easy use by students. We have two additional computer stations in the library for student research and reference use, as well as a new A-V centre and ceiling-mounted LCD projector this year.

Technology at Margaret Jenkins

Our school has a 33 station networked computer lab. Our computer/technology teacher this year is **Mme Nancy Lambert**. **Mr. John Riches** is our School Technologist and provides technical support for the lab and classroom technology. We are regularly upgrading the computers in the lab to keep up with the latest technologies.

EXTRACURRICULAR/SPORTS AT MARGARET JENKINS

Extracurricular activities are offered by teachers and parents as a contribution to the interests and needs of our children. Specific offerings will depend on the talents and availability of staff members and parents. As in the past, local high school students and parents will likely help with coaching duties this year.

We will again be offering sports and club activities at lunch time and after school when possible. The Greater Victoria Elementary School Sports Association organizes an extensive Grade 3, 4 and 5 Sports Program, and we will again have inter-school sports teams for students in Grades 3-5 in **Cross-Country, Soccer, Basketball, Rugby and Track**. Although Margaret Jenkins has had many winning teams over the years, we stress **sportsmanship, doing our best, and having fun**. Since these activities involve an expenditure of time and preparation for coaches, we expect that students have a commitment and feeling of responsibility towards their chosen activity.

April

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1	2 Good Friday – No School	3
4	5 Easter Monday – No School	6	7	8 1:10 Assembly School Newsletter 7:00 pm PAC Exec.	9	10
11	12	13	14 2:35 Staff Meeting	15	16	17
18	19	20 9:15 am School Wide Write	21	22 11:15 Assembly School Newsletter 7:00 pm PAC Mtg.	23 ProD Day – No School for Students	24
25	26	27	28	29 Class photos, team/club photos, whole school photo	30	

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OTHER PROGRAMS AT EMJS:

In addition to sports teams we also may have the following clubs, activities/programs occurring to support students this year:

K-5 Choir
Leadership Club (Grade 5)
Greening/Garden Committee
Volunteer Parent Lice Screening Team

Lunch-time Sports
Swim Club
WITS Program – Victoria Police
Chess Program

Strings
Bike Club
Victoria Police Liaison Class Visits

Lost & Found

Lost & Found is located across from the school office in a wooden bin in the hallway. Please **label clothing** (jackets) with first initial and last name, to avoid lost articles.

STUDENT SAFETY:

Call Back Program-

If a student is absent at 8:45 a.m. and there has been no call from home to say the child will not be at school, a volunteer parent will call the student's home to confirm that he or she is safe. ***The parent call back phone number is 250-598-7151. Please leave your message on the 24 hour answering machine at this number if your child will be away.***

School Crossing Guard at Margaret Jenkins School

Our school crossing guard at Irving and Fairfield. is **Gail Fairfield**. Our adult crossing guard is on duty before and after school at the Fairfield and Irving crosswalk by the drugstore. **Please ensure your child uses the crosswalks** in the area when coming to school. Thanks to improvements by the City of Victoria, the crosswalk on Fairfield at Irving has been narrowed over the summer to make it safer for pedestrians.

Bicycles, Scooters, Skateboards and Rollerblades

For safety reasons, **bicycles, scooters, etc. must be "walked" on both school grounds**, until after 3:30 pm. **The law requires all who ride a bicycle to wear a helmet**. Students should not wear their rollerblades on the school grounds (until after 3:30 pm). Skateboarding, rollerblades, scooters, and runners with wheels are not permitted to be used on school grounds during the school day. It is expected that students wear helmets when using skateboards and roller blades to travel to school. Please also make sure your child is old enough and able to handle the responsibility of operating these items. Please call Mr. Parker if you need assistance in purchasing a bike helmet.

Student Pick-up/Drop-off – Parent Vehicles

When driving near the school, please remember to **slow down and go slow** around all drop-off and pick up areas. Please adhere to time limits in drop-off parking spaces around the school to make things flow as smoothly as possible.

May

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						1
2	3	4	5	6	7	8
				1:10 Assembly School Newsletter		
9	10	11	12	13	14	15
			2:35 Staff Meeting	7:00 pm PAC Exec.	1:10 pm Art Starts Bilingual Performance by Duffle Bag Theatre	
16	17	18	19	20	21	22
				11:00 Earthquake Drill School Newsletter	ProD Day – No School for Students	
23	24	25	26	27	28	29
	Victoria Day – No School			11:15 Assembly 7:00 pm PAC AGM Mtg	8:00 am Parent Appreciation Coffee Morning	
30	31					

2010

STUDENT SAFETY cont'd.....

New Bicycle Access to School Grounds

Thanks to the work of the Safer School Travel Committee two years ago, the City of Victoria has installed a new curb cut when they re-paved Fairfield Road this summer in front of the school. In turn, a new bicycle gate has been installed in the fence just east (uphill) of the crosswalk on Fairfield across from Gonzales Pharmacy for cyclists to enter the school grounds. The idea is to keep cyclists and pedestrians separate, so cyclists should use the new gate and refrain from riding down the sidewalk amongst pedestrians. (Cyclists still have to dismount and walk their bikes, once on the school grounds.) A new gate (opening) has also been added on the back of the school, just east of the Brick Annex allowing better access off Chandler Ave.

No Pedestrians/Walk-through Allowed in the Staff Parking Lot

Please make sure you and your children do not walk through the Staff Parking Lot off Chandler Ave. as this is a busy space and off-limits to students for safety reasons. We have had a number of close calls between vehicles and pedestrians in this area over the years. A new fence has been added this summer to restrict pedestrian access to this area. Signs have been posted at the entrance to the Staff Parking Lot in more prominent locations to ensure drivers know that this area is for staff vehicles only. Thank you for your cooperation in this area.

Telephones

Student telephone use is restricted to emergency or important school-related situations only. Students' social arrangements should be set in advance, and students are not allowed to phone home to get permission to go to another person's house. When parents phone the school to speak directly to their children it disrupts the educational process in the classroom, **so we ask that parents call to speak to their children only in an absolute emergency.**

Cellular Telephones/MP3 Players/Expensive Electronic Devices or Toys

Students who have cellular telephones are not permitted to use their phones on the school grounds or in the building. They must be stored discretely in their pocket or other safe place, and not played with at school. Cellular telephones might be used by some students as safety devices for walking to and from school, but students should get permission to use the office telephones if they need to make an important call at school. We discourage students from bringing MP3 players or expensive electronics to school as they can be damaged or go missing. MP3 players are not allowed in class and can cause disruptions on the playground as well.

Student Sign-out to Leave Grounds During School Hours

Please let your child's teacher know if they will be going home for lunch on a regular basis. For occasional lunches at home, please make sure you send a note indicating this, with your child. We are a closed campus, meaning that it is expected that all students will remain on the school grounds throughout the day, unless parents make other arrangements. All students leaving the grounds must sign-out in a log kept in the office, and must sign back in upon their return to ensure we know they have safely returned to school. Parent notes or telephone calls are required for this.

June

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	2	3	4	5
				School Newsletter		
6	7	8	9	10	11	12
			2:35 Staff Meeting	1:10 Assembly 7:00 pm PAC Exec.		
13	14	15	16	17	18	19
				School Newsletter		
20	21	22	23	24	25	26
27	28	29	30			
		Last Day for Students	Administration Day			

2010

Class Placement

Each May we tentatively place students in classes for the next school year. Realizing that circumstances change, we reserve final placement decisions until September. Occasionally changes in student enrollment result in staff allotment changes and class reorganization as late as the end of September. Parental support in these situations will ease students' concerns. Placing students in classes is one of the most important roles of the year and it is done only after a great deal of discussion. The staff will respect parent requests and give them serious consideration. The professionals who work with the students at the school will make the final decision (as stated in the school act) based upon educational and social concerns. The following factors are considered:

- Child's need for attention in social, emotional and behavioural areas
- Child's physical and social maturity
- Friendships (not necessarily best friends)
- Male/female balance in the class
- Number of years the child has been with a teacher
- Child's need for learning assistance or special services
- Interests and expertise of staff
- Student's strengths and needs and the ability to work independently
- Multi-grade or single grade level and number in each level of a split
- Parental input
- Class size restrictions

Earthquake/Emergency Preparedness:

Safety is a primary concern at Margaret Jenkins and a great deal of energy and planning is put into emergency preparedness. Fire drills happen twice in September, then monthly thereafter. Earthquake Drills are conducted two times per year. A parent committee helps organize an efficient and well-organized Earthquake Preparedness Program at École Margaret Jenkins School. Each classroom is equipped with a portable emergency kit to be evacuated with the class in the event of an emergency. These kits contain basic first aid supplies, space blankets, and water. One large Emergency Container is located at the west side of the school and three other smaller earthquake kiosks are on site as well. They contain food, water and medical supplies to care for the students in an emergency as well as copies of emergency release forms completed by each family. The PAC has recently purchased a 5000 watt emergency generator, night lighting, large shelters and new first aid supplies as well.

SCHOOL DISTRICT 61 (GREATER VICTORIA) MISSION STATEMENT

***The Greater Victoria School District is committed to each student's success
in learning within a responsive and safe environment.***

July

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1	2	3
				Canada Day		
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

2010

We hope you will find this Calendar/Handbook useful. Please watch for the school newsletter (published every other Thursday) coming home electronically, or with your youngest child, for any changes to this calendar.

OUR HISTORY



The school is named after Margaret Jenkins, a teacher, mother, strong community volunteer, School Board Trustee from 1897-1918, committed women's rights activist and an enthusiastic supporter of all children. The small two room school, which is now called the Annex, built in 1913 was first called the Hollywood School. Later, the official name of Margaret Jenkins was adopted. In 1916 a handsome, three-story, red brick building was opened across from the Annex to accommodate the waves of immigrants fleeing the war in Europe. The school, eventually bursting at the seams with the baby boom generation, was enlarged with a wing of classrooms and offices in 1957, and new auditorium in 1965, and a new library in 1973 and, most recently, the gymnasium was seismically upgraded in 2002 and the attic and Brick Annex in 2004. In 1990 some Margaret Jenkins School alumni returned to celebrate the 75th anniversary of the opening of the main building and a time capsule was created to be opened in another 75 years. In 2007 we began the next phase of our school's life, when changed from a K-7 school to a K-5 school.

Margaret Jenkins herself would have been proud of the school improvements made with our \$8 million Seismic Upgrade Project in 2009. The school has a tremendous spirit which continues year after year.

GO K-5 JAGUARS!