



# East Lambton Elementary School

East Lambton is Bus Zone 1  
Principal: Kari Aubertin  
Secretary: Suzanne Thorne  
Phone: 519-346-2755

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**Principal's Message:** Welcome Back! I hope you all had a restful summer and are looking forward to a new year at East Lambton Elementary School. Our staff have been busy over the summer preparing for the new school year and we hope you are excited as they are to get reacquainted with old friends and to meet new ones. September always brings with it a sense of newness and the opportunity to start fresh. I hope you all enjoy this wonderful time of year.

A big thanks to our custodial staff, Mr. Rob, and Mr. Keagan, and Ms. Tina who worked many long hours this summer to get our school looking top notch during and after construction. Thank you to Mrs. Thorne for all her hard work in the office for a smooth start to the year as well.

Our school phone number has changed! Be sure to update your contacts to **519-346-2755**.

**We warmly welcome our new families and staff members to East Lambton!**

## East Lambton Staff 2021-2022

Mrs. Kari Aubertin	Principal
Mrs. Suzanne Thorne	Secretary
Miss Krystie Whitlaw	FDK
Mrs. Michelle Core	ECE
Miss Lyndsey Sitlington	FDK
Miss Stacey Gale	ECE
Mrs. Ann Marie Rops	Gr. 1/2
Mrs. Samantha McFarlane	Gr. 2
Miss Katie Ferguson	Gr. 3/4
Mrs. Angela Mellis	Gr. 3/4
Mrs. Kelly Goman	Gr. 4/5
Mr. Aaron Edlington	Gr. 5/6
Mr. Brandon Owen	Gr. 7/8
Mrs. Stephanie McCallum	Gr. 7/8
TBD	Core French/Prep
Ms. Alysia Wyville	Prep/Learning Commons -- mornings
Mrs. Kaley Derkach	Prep -- afternoons
Mr. Brian Jubenville	Resource/Guidance
Mrs. Nancy DeJeu	Educational Assistant
Mrs. Heather Sheppard	Educational Assistant
Mrs. Cindy Howes	Educational Assistant
Mr. Rob Hoskin, Mr. Keagan Brogden, Mrs. Tina Harris	Custodial Staff

## Bell Times

Yard Supervision Begins	8:50 a.m.
Classes Begin	9:05 a.m.
First Nutrition and Activity Break	11:05-11:45 a.m.
Second Nutrition and Activity Break	1:25-2:05 p.m.
Dismissal	3:25 p.m.

The school calendar of events can be accessed through our website. Please visit our website often, as updates will be added to the site on a regular basis. A copy of the newsletter will also be posted on the website. To access the website, please visit <https://www.lkdsb.net/school/eastlambton/Pages/default.aspx#/=>

## **Important Dates:**

September 6 – First day of school for SK -grade 8  
September 7-8 – Staggered entry for JK students  
September 16 – PA Day (no classes for students)  
September 19 – student verification forms due to office  
September 23 – Terry Fox Run  
September 26 – Parent Council Meeting 6:30 pm  
September 29 – Meet the Teacher Open House 5:00 – 7:00 pm  
September 30 – Orange Shirt Day  
October 4 – Picture Day  
October 7 – PA Day (no classes for students)  
October 10 – Thanksgiving Day (no classes)

**Construction Update:** Our school received many building updates throughout the summer: new hallway and classroom ceilings, new lighting, classrooms were painted, mechanical and electrical upgrades, along with new lockers. There have been some production delays therefore over the course of the fall and winter months, new windows, doors, and HVAC system will be installed. We are looking forward to all the building improvements.

**Playground Equipment:** All playground equipment has been inspected but unfortunately deficiencies were found. We are still awaiting repairs on the swings and the primary climber therefore they will remain closed. The large blue climber is open and can be enjoyed by our primary, junior, and intermediate students, ages 5 and up.

## **Upcoming Events:**

**Terry Fox Run:** Our school wide Terry Fox run will be held on Friday Sept. 23rd beginning at 2:15 pm. Please consider donating a Toonie for Terry.

**School Council Meeting:** Our first School Council Meeting of the year will take place on Monday, September 26<sup>th</sup> @ 6:30 p.m. in the Learning Commons. All parents are encouraged to join us, to learn about school operations, and assist in planning for school fundraising events, etc.

**Meet the Teacher Night:** Mark your calendar for **Thursday, September 29<sup>th</sup> from 5:00 until 7:00 pm**. Students will be able to show their parents their individual learning environments and parents will be able to meet the teachers involved in their learning experiences. This time is designed to be a brief meet and greet as there can be upwards of 25 parents planning to speak with one teacher. In the interest of privacy, we ask that if you have individual concerns you wish to speak to the teacher about, please arrange with that teacher a convenient time to call or meet the teacher outside of the Meet the Teacher event.

**Orange Shirt Day:** On September 30<sup>th</sup>, staff and students across the Lambton-Kent District School Board will be encouraged to wear an orange shirt. Orange Shirt Day is held to educate people and promote awareness about the Residential school system and the impact this system had and continues to have on Indigenous communities in Canada. On this day, classes will participate in learning activities that will continue to build an understanding of residential schools and our Indigenous communities.

### **Reminders/Information for Parents:**

**Allergies:** Please be aware that we are a “Nut Free” school and as a result, we ask that parents not send foods containing nuts (including peanuts and tree nuts), to school to protect the safety of all members of our school community. This includes any peanut substitution products, as once the product leaves your home, it is impossible to tell the difference. We recognize that this is an inconvenience for some families but thank you in advance for respecting the health needs of others. For great suggestions on nut free lunches, visit [www.eatrightontario.ca](http://www.eatrightontario.ca).

**Cell Phones and Electronic Devices:** All electronic devices, such as cell phones, media players, digital game devices, computers and cameras **are not to be used** while the student is on school property before, during, or after school without the permission of school personnel and only for educational purposes. If a student has a cell phone, he/she is responsible for the cell phone at all times and the cell phone is to be always stored in their locker. Cell phones can be left at the office if your child is worried about it being left unattended in their locker. At no time will students use electronic devices for digital, audio or video recording without permission from the teacher. The school is not responsible for lost, damaged or stolen property.

**Class Organization:** As with previous years, the Ministry of Education has implemented caps for primary classes. As a result, we must adhere to these class caps. There is still a possibility that there could be another re-organization and some classes might be subject to change depending upon any late registrations or additional moves out of our school area.

### **COVID Screening:**

Prior to attending school, all students, staff, and visitors must complete and follow the directions of the daily COVID-19 School Screening assessment tool. <https://covid-19.ontario.ca/school-screening/>

All students who are experiencing symptoms consistent with COVID-19 must not attend school and should follow the directions of the COVID-19 School Screening assessment tool. Staff members will continue to follow COVID-19 health and safety protocols so that appropriate action can be taken if students develop symptoms during the day. Students who arrive at school with symptoms or develop symptoms during the day will be sent home. Students should follow the directions of the daily COVID-19 School Screening assessment tool.

**Inclement Weather:** East Lambton School is in Zone 1. Please listen to local radio stations, visit [www.schoolbusinfo.com](http://www.schoolbusinfo.com), or download the My SBI Mobile App to receive updates on bus delays or cancellations due to inclement weather or other. Busses in the morning that have been cancelled in the morning due to inclement weather **will not** return students to school in the afternoon. If parents drive students to school in the morning, they are responsible to pick their children up and take them home in the afternoon. Busses that have been cancelled in the morning due to fog **will** operate in the afternoon and to return students to their homes. ***Please remember to call the school if your child will be absent due to bus cancellations.***

**Labelling Student Items:** A best practice is to label all student items so that it is easy to identify whom the item belongs to. Your assistance with this task is greatly appreciated.

**Masks:** Masks are welcome but not required for students on school board property or on student transportation unless directed by the daily COVID-19 School Screening assessment tool or provincial or federal guidelines. Should a student wish to wear a mask and are unable to provide one for themselves, please contact the school office who will provide a mask for the student(s).

**Medication:** Medication, both prescription & non-prescription, should not be administered to students by school staff. Specific criteria must be met for staff to administer prescription medication when it cannot be administered from home. An **“Authorization for the Administration of Oral Medication”** form (available from the office) must be completed by the parent/guardian and physician, then forwarded to the Principal for each school year. This includes the administration of occasional use medications as well. Should your child have a medical need (such as a severe allergy) that requires special emergency attention please inform the school and an **“Individual Medical Emergency Plan”** will be put in place. The forms for this purpose are available in the office.

**Parents/Visitors to the School:** Each building has a secure entrance requiring visitors to buzz the office. Parents and visitors to the school are asked to enter through the front doors and report to the school office immediately upon arrival. This always ensures the safety of our students and eliminates disruptions. If you need to pick up your child(ren) early, please report to the office and Thorne will be happy to call your student to meet you in the office.

Prior to attending school, all visitors and family members are strongly encouraged to complete and follow the directions of the daily [COVID-19 School Screening assessment tool](#).

**Recess:** School community is important to the morale of our school, and we are looking forward to being together again outside at recess. All students will have nutrition break first followed by recess. COVID protocols shifted the way recess was structured but for the 2022-2023 school year, we have made the move back to being on the yard at the same time.

**Safe Arrival Policy:** We have a process in place to ensure the safe arrival of all students. Please call the school if your child is absent in the morning or the afternoon (unless a note has already been sent). Ms. Thorne is available after 8:30 a.m. to take your calls. We also have a 24-hour answering machine so you may call any time, day, or night. Students marked absent will receive a call from an automated service. Mrs. Thorne will reach out to families that have not contacted the school to confirm absences.

**School Cash Online:** Please remember to sign up for school cash online; info available on our East Lambton website and the LKDSB website. Pay school fees online as a convenient option.  
<https://lkdsb.schoolcashionline.com>

## School Messenger:

At the Lambton Kent District School Board, one of our greatest priorities is ensuring students have arrived safely at school and are participating in classes every day. You may have received notification about your child's absence from our School Messenger automated attendance messaging system.

**We kindly ask you to now use School Messenger as the main way to report your child's absence to the school.**

Please sign up now using your e-mail or your phone number that matches the school's records and use School Messenger in one of the following three ways to report your child's absence:

### Option 1:

Set up an online School Messenger account and login to schedule and report absences or late arrival. [To create your account or login in click here.](#)

### Option 2:

Download the free School Messenger app (blue) to your smart phone or tablet to schedule and report absences or late arrival.

- Click here to [Download the app for Apple devices.](#)
- Click here to [Download the app for Android devices.](#)
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### Option 3:

Call the LKDSB toll-free Attendance Reporting number [1 \(844\) 487-3695](tel:18444873695) and follow the prompts to report your child's absence. For your security it is recommended that you set a PIN.

When you create a School Messenger account, you will be able to see General and Emergency Broadcasts that have been shared with you by your school or the LKDSB. *Attendance* is a menu feature that gives you access to enter, edit, or delete a School Messenger absence notification for your child(ren).

Click the links below to view the Reference Guides for information on signing up, setting preferences, reporting an absence, and setting a PIN.

- [School Messenger Quick Reference Guide & Sign-Up Instructions](#)
- [School Messenger Parent Guardian Guide for Mobile App](#)

**Snack Program:** Our snack program will continue to operate. A breakfast/snack bowl will be delivered to classrooms each morning at the start of the day. Snacks will be "grab and go" items, such as whole pieces of fruit, granola bars and cheese sticks, so that little handling and preparation of food is required. Limited items will be available within classrooms during the second break for those students who require them. It may be necessary to send students to school with a couple more food items each day, as limited items will be available during the second break.

**Student Registration Verification Form:** Please take a moment to look over the Student Registration Verification Forms being sent home. Please make any necessary changes on the form and have your child *return it back to his/her teacher* **by Monday, September 19<sup>th</sup>, 2022, with or without corrections.** It is requested that you sign the form to show that you have looked at it. The office will update your child's information in the student database accordingly. Please note that it is your responsibility to contact us throughout the school year when

any changes occur with regards to any pertinent information regarding your child's status: address, phone numbers, contacts, etc. Thank you for your help in this matter.

**Student Transportation:** Reminder that parents all have access to an online portal where they can retrieve bus information for their students, update medical conditions and find other useful tools / information. Please use the following link: <https://cklass.ca/services/student-transportation/>

### **Violent Threat Risk Assessment**

**Water Bottles:** Students are encouraged to bring a reusable water bottle to school each day and bring it home to be washed at the end of each day.

### **Fair Notice Communication Regarding Violence Threat Risk Assessment Protocol**

To Parents, Guardians, and Caregivers of students in the Lambton Kent District School Board:

The Lambton Kent District School Board is committed to providing safe learning environments for all students, staff, school visitors, and community members. When a student behaves inappropriately, principals will most often employ progressive discipline strategies to help a student take responsibility for their actions, learn from their mistakes, and make better choices in the future.

In more extreme cases however, when a student's behaviour poses a potential threat to their own or others' well-being, the Community Violence Threat Risk Assessment Protocol (VTRA) supports principals in taking further steps to safeguard everyone.

The VTRA protocol outlines how a school responds immediately to threatening incidents including but not limited to: possession of a weapon or replica weapon, bomb threat or plan, verbal or written (including electronic) threats to harm oneself or others, other threats of violence, and fire setting.

The initial response team is likely to include the Principal / Vice-Principal, police, and board staff. Should conditions warrant, a Community Threat Assessment Team will be convened. This community team includes representatives of community agencies who work with schools and boards to keep our students and staff safe, such as local police and children's mental health organizations.

Parents and guardians will be notified if their child will be discussed through the Community Violence Threat Risk Assessment Protocol. If parents/guardians cannot be reached, or if they choose not to provide consent, but a concern for safety still exists due to threatening behaviour, the threat assessment may still proceed. Personal information shared throughout this process will respect and balance each individual's right to privacy with the need to ensure the safety of all.

As always, student safety is our first priority. This notification is being provided via avenues such as school newsletters, and school and board web sites as fair notice to parents and guardians of the existence of the VTRA Protocol and its application if situations warrant. If you have any questions regarding the Lambton Kent District School Board Community Violence Threat Risk Assessment Protocol, please contact your school principal as the first step.