



Merlin Area Public School

Merlin Area Public School Website
<http://merlin.lkdsb.net/>
Lambton Kent District School Board
<http://www.lkdsb.net/>

Principal: Ms. H. Queen Munroe
Secretary: Mrs. C. Oliphant

Phone: 1-519-689-4812
21184 Erie St. N PO Box
160 NOP 1W0

September 2023

Principal Message

On behalf of the entire Merlin Area Public School Staff, we would like to extend a very warm welcome back to each of you and welcome our new families. The new school year always brings excitement and gives us something to celebrate.

We look forward to sharing, laughing, and learning.

The MAPS Staff are committed to ensuring that all students are safe and have the best educational experience possible. Please feel free to contact your child's teacher or the office if you have any questions or concerns. We appreciate your support as we settle back into routines for the new school year. We look forward to having a wonderful year!

#TEAMKIND #SMALLSCHOOLBIGHEART #STANDTOGETHER

Sincerely,
Mrs. H. Queen Munroe



Stay Connected

The best way for the most up-to-date and specific information is to use your child's classroom teacher classroom platform! Your child's teacher will share what platform they use the first week of school and assist you in setting it up to receive the latest reminders, with your permission.

Please continue to visit the LKDSB website for the most up-to-date information at www.lkdsb.net

MAPS STAFF 2023 2024

Valerie Leavoy	FDK Teacher
Lindsay Keillor	FDK ECE
Sharon Drummond	Grade ½ Teacher
Kristena Mifflin	Grade 2/3 Teacher
Gwendolyn Bombardier	Grade 3/4 Teacher
Rob Rankin	Grade 4/5 Teacher
Nicole Coulter	Grade 6/7 Teacher
Jeremy Hills	Grade 7/8 Teacher
Corrie DeNure	Curriculum Partner & French
Kathryn Vander Pryt	Curriculum Partner & Resource
Daniel Davidson (LTO)	Curriculum Partner (PM)
Robyn Mills	Educational Assistant
Vanessa Martin-Loree	Educational Assistant
Whitney Jenner	Educational Assistant
TBD	Supervision Support
Mr. Victor Silva	Daytime Custodian
Mr. Doug McNeil	Nighttime Custodian
Carolyn Oliphant	Secretary
Harmony Queen Munroe	Principal

Balanced Day Schedule

7:55 a.m. 8:10 a.m.	Morning Recess: *Supervision begins at 7:55a.m.	12:40 p.m. 1:20 p.m.	Block (110 mins)
8:10 a.m. 10:10 a.m.	First Instructional Block (120 mins)	1:20 p.m. 2:30 p.m.	Recess Break/Nutritional (40 mins)
10:10 a.m. 10:50 a.m.	Recess Break/Nutritional (40 mins)	2:30 p.m.	Third Instructional Block (70 mins)
10:50 a.m. 12:40 p.m.	Second Instructional		Dismissal

- Prepare lunch and snacks to allow for two eating breaks
- No food or drinks on the yard
- During breaks, students must remain on school property unless they are in grades 6,7 or 8 and have a note from their parents that is dated allowing them to leave the school property during the second nutrition break.

Elementary Supervision Support

We are looking for TWO amazing people to join our team this year in the role of Elementary Supervision Support!

Elementary Supervision Support individuals will supervise students and will reinforce appropriate student behaviour.

10 hours/week per position

10:00 a.m. - 11:00 a.m. and

12:30 p.m. – 1:30 p.m. daily

Qualifications/Experience:

- minimum Grade 12 Diploma.
- experience working with children.
- able to provide a satisfactory criminal reference check.

Temporary, 10-month, Level 1 - \$18.63/hour - \$19.79/hour

Inquiries can be directed to: Sam Zoccano, Recruitment Officer, 519-336-1500
Ext. 31322

SCHOOL COUNCIL

The purpose of the School Council is to improve pupil achievement and to employ various strategies to engage parents and the community in strengthening student achievement. Great traditions, strong leadership, and creative ideas propel our School Council to be an EXEMPLARY parent engagement group!

Our first School Council Meeting will be coming soon. Elections for School Council positions will take place at the first official meeting. Nomination forms will be posted on our school website. Stay tuned for more information!

If you have any questions, please reach out to your current chair Laura Walker or the school.

Absence Reporting

Absence Reporting If your child is going to be absent from school, please use School Messenger or call the school.

School Messenger Link: [SchoolMessenger](#) or search www.go.schoolmessenger.ca

You can also download the BLUE SchoolMessenger app on your device.

When you leave a message, please include your child's first and last name and why they are absent. Our answering machine is available 24 hours a day for reporting absences.

Medical Alerts

Please notify the office immediately if your child has a prevalent medical condition, Asthma, Epilepsy, Anaphylactic to nuts or bees, Diabetes or other.

ALLERGIES – Nuts, Bananas & Perfumes

Many children and staff have severe allergies to peanuts, peanut butter, other nuts, bananas, and sensitivities to smells. In some cases, these allergies can be fatal. We ask for your help as a member of our caring and responsible school. Please do not send your child with any nuts (including nut milk) or peanut butter for either lunches or snacks and avoid scented products. While we realize this may be an inconvenience, we ask that you put yourself in the place of the parents of children with severe allergies. We want our school environment to be safe and healthy for all our students. Some classes may have additional allergies that require your sensitivity, and the classroom teacher will share with the community additional items necessary to avoid at school. I appreciate your understanding.

Consent for Authorization of Medication

If a student must take medication at school, Board policy requires us to have a Medical Physician complete a consent form. Please request the blank form from our school secretary.

School Emergency Procedures

During the year, we will be practicing our emergency procedure drills for fire, tornadoes, as well as procedures for lockdown, hold and secure and shelter in place.

CELL PHONES AND ELECTRONIC DEVICES

It is strongly suggested that all electronic devices stay at home. All electronic devices such as cell phones, digital game devices, and computers, are not to be used while the student is on school property before, during, or after school without the permission of school personnel, and when requested to be used for educational purposes. If a child requires to get in touch with a parent or guardian there are phones at the school available to be used at all hours. If you need to reach your child during the school day, please phone the office and the message will be given to the student.

If a student carries a cell phone, they are responsible for it. Students will not 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. We appreciate your support in limiting distractions at school and assisting in keeping a safe environment for all.

Parking Lot

You will notice that our parking lot has recently had a facelift, providing a safer drop-off and pick-up experience for our students and visitors. When dropping children off in the morning or picking them up at the end of the day, please use the crosswalks that are more visible and do not block the bus lane.

BUS INFORMATION/MySBI - BUS STATUS APP

Getting information about school bus cancellations and delays is easy! CLASS has a mobile app that will provide subscribers with real-time notifications whenever buses are delayed by ten minutes or greater. Buses cancelled due to snow do not pick up students at the end of the day. Buses cancelled due to fog will return to the school to take students home. **MAPS is ZONE 7.**

Only students who are registered with our transportation department may ride the bus to and from school. Bus drivers are responsible for picking students up and dropping them off only at their assigned stop.

Please listen to CFCO AM 630 or CKSY FM 94.3 for information snow or fog days and school closures.

VISITORS-PARENTS-GUARDIANS

In compliance with the Ministry of Education regulations, Merlin Area Public School, along with all other schools in LKDSB, secure all doors and entrances into the school. All doors are locked, including the front door of the school. Students arriving late to school will ring the intercom (front entry) to gain entrance into the school. For the safety of everyone, visitors who have an appointment are welcome to enter the school but must ring the intercom and sign in at the office first.

Parents/Guardians are asked to wait outside the school at the end of the school day. Students will be dismissed by staff from the classrooms. Students who walk home will exit the building using the main front doors of the school at the end of the day.

Dress Code

The school dress code will be consistent with the Human Rights Code and the Charter of Rights and Freedoms (e.g. disability, religious beliefs).

Reminders

Forms to be returned in addition to any forms requested from your child's classroom teacher(s), you are asked to please return the following forms to the school as soon as possible with corrections and signatures.

- 1) Appendix B: Notification and Permission for The Use of Student Personal Information
- 2) the Registration Verification Report

Donations

Thank you to **The Andersons Canada Limited** for their generous donation of 20 backpacks filled with school supplies! If you need help supplying a backpack for your children, please reach out to the office or your child's teacher.

We would also like to thank **The Optimist Club Junior Program of Chatham**. Two former students, entering Grade 10 this year at BDHS, are active members who donate their time to help raise money for children and youth sports leagues in Chatham-Kent. The juniors selected to donate to Merlin Area Public School. The funds donated will be used to invest in sports equipment, allowing it to benefit a wide array of students.

Pictured below is Alex Lancaster presenting a cheque to Mrs. Queen Munroe on behalf of the students at Merlin Area Public School.



Mennonite Heritage Week

On May 29, 2019, the [Government of Canada](#) adopted a motion to officially declare the second week of September as Mennonite Heritage Week. This time is an opportunity to learn more about Mennonite Canadians, their unique history, their vibrant culture, and their contributions that have helped shape our country.

National Day for Truth and Reconciliation- Orange Shirt Day- September 30

The Government of Canada has formally designated September 30, National Day for Truth and Reconciliation, as a federally statutory holiday for employees in the federal government and federally regulated workplaces. This day will be observed to honour First Nations, Inuit and Metis survivors and their families and communities and ensure the public commemoration of their history and the legacy of residential schools.

The Lambton Kent District School Board will commemorate the impact of residential schools on **Friday, September 29, 2023 – Orange Shirt Day**. Students and staff are encouraged to wear orange shirts and use this day as a catalyst to encourage learning and understanding about the residential school system and the impacts that system has had on First Nations, Metis, and Inuit people. This is a meaningful way as school communities to come together in a spirit of reconciliation and hope because "Every Child Matters". Respectfully, flags at all LKDSB schools and facilities will be lowered on this day.



This recognition day will be part of the activities and discussions occurring during the Truth and Reconciliation Week, which will also include discussions about the truth of Indigenous treaties, languages and culture and First Nation, Metis, and Inuit land claims.

For additional information, please click the following links:

National Day for Truth and Reconciliation:

[https://www.canada.ca/en/department-national-defence/maple-leaf/defence/2021/07/federal-statutory-holiday-national-day-for-](https://www.canada.ca/en/department-national-defence/maple-leaf/defence/2021/07/federal-statutory-holiday-national-day-for-truth-and-reconciliation.html)

[truth-and-reconciliation.html](https://www.canada.ca/en/department-national-defence/maple-leaf/defence/2021/07/federal-statutory-holiday-national-day-for-truth-and-reconciliation.html)

Orange Shirt Day: <https://www.angeshirtday.org/>

IMPORTANT DATE

Holidays

Monday, October 9, 2023, THANKSGIVING

December 25, 2023 – January 8th WINTER HOLIDAY

Monday, February 19, 2024, FAMILY DAY

March 11-15, 2024, MARCH BREAK

Friday, March 29, 2024, GOOD FRIDAY

Monday, April 1, 2024, EASTER MONDAY

Monday, May 20, 2024, VICTORIA DAY

P. A. Days

Friday, September 15th, 2023

Friday, October 6, 2023

Friday, November 17, 2023

Friday, February 2, 2024

Friday, April 26, 2024

Friday, June 7, 2024

Friday, June 28, 2024



Fair Notice Communication Regarding Violence Threat Risk Assessment Protocol

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 behavior 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, 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 behavior, 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 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 me, Mrs. Harmony Queen Munroe as the first step.