



Emily Carr



OTTAWA-CARLETON
DISTRICT SCHOOL BOARD

Middle School

September 8, 2017

Principal:

Keri Coulson

Office Administrator:

Karen Green

Office Assistant:

Darlene MacDougall

Chief Custodian:

Al Villeneuve

School Council Chair:

TBD

Superintendent:

Mary Jane Farrish
613-721-1820

Trustee:

Sandra Schwartz

OCDSB Office:

613-721-1820

www.ocdsb.ca

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www.emilycarrms.ocdsb.ca

Principal's Message

Welcome back! Our school team and students are excited to be back, re-connecting with friends, making new friends and of course, learning every day. We are so looking forward to a wonderful school year filled with meaningful and engaging learning opportunities for your child(ren).

The first few weeks of school are a time when we review expectations and routines. Your child has received a school agenda (Gr. 6 students) or an Emily Carr Student Handbook (Gr. 7 & 8 students). Please take some time to review this information with your child (ren).

Inside the school, our custodial team worked very hard over the summer and our school looks great. Our Office Administrator, Karen Green and Office Assistant, Darlene MacDougall have kept us organized and running smoothly. THANK YOU!

Menu items include:

- Burgers (including veggie) — \$4.00
- Chicken burgers — \$5.00
- Hot dogs (including Halal option) - \$3.00
- French Fries—\$3.00
- Drinks (juice, water, pop) - \$1.00

At 5:45 pm, Ms. Shannon will be giving a short presentation for parents/guardians of Grade 6 students and those students new to the Instrumental Music program at Emily Carr.

From 6:00 – 7:00 pm, teachers will be in their classroom areas to welcome you and share their plans for the year along with routines and schedules. As always, if you wish to discuss particular concerns with your child's teachers, you are invited to contact the teachers to discuss or set up an appointment with them.

On behalf of the Emily Carr school team, we extend our best wishes to our families for a wonderful year and we thank you for entrusting your children to us. We look forward to working with you as partners in your child(ren)'s education.

MEET YOUR EMILY CARR MIDDLE SCHOOL TEAM

Administration

Principal: Keri Coulson

Support Staff

Office Administrator: Karen Green
Office Assistant: Darlene MacDougall
Chief Custodian: Al Villeneuve
Library Technician: Paula Rosenquist
Lunch Time Monitor: Elizabeth King

- • • • •
- **SAFE ARRIVAL**
- Parents/guardians are
- reminded that if their
- child will be away or late
- from school, either be-
- cause of illness, trips or
- appointments, they are
- to call the office to in-
- form us. Our answering
- machine number is **613-**
- **824-5455** and you can
- leave a message any-
- time after 4:30 p.m. and
- up to 8:30 a.m.
- Thank you for helping us
- ensure that all students
- are safe.
- • • • •

- Safety is always our number one priori-
- ty. There are many items in our first
- newsletter that address safety. Please
- review these items with your child(ren)
- as appropriate. Your help in keeping
- the Emily Carr community safe is appre-
- ciated.
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Our **Meet the Teacher and Family BBQ** is set for **Thursday September 14th from 5:00 – 7:00 pm**. Grill Master will be serving a wide variety of food from 5:00 – 6:00 pm.

IMPORTANT DATES

Meet the Teacher night, 5-7 pm	Sept 14
School Council meeting, 6:30-8 pm	Sept 19
School Photo Day	Sept 27

Upcoming Events

Photo Retake day	Nov 1
<i>Immunization Clinic: Hepatitis B, Meningococcal & HPV, All grade 7s (boys & girls)</i>	Nov 23

**School Year Calendar 2017-2018**

First Day of School	Sept. 5, 2017
Meet the Teacher BBQ	Sept.14, 2017
Parent Council meeting	Sept. 19, 2017
Student Photo Day	Sept. 27, 2017
P.A. Day **	Oct. 6, 2017
Thanksgiving *	Oct. 9, 2017
Photo Retake Day	Nov. 1, 2017
Progress Reports go home	Nov. 9, 2017

Immunization Clinic

Meningococcal, HPV & Hep B	Nov. 23, 2017
Parent-Teacher Interviews **	Nov. 24, 2017
Christmas Break*	Dec. 22 - Jan 5/18
Classes Resume	Jan. 8, 2018
P.A. Day **	Jan. 26, 2018
Report Cards go home	Feb. 14, 2018
P.A. Day**	Feb. 16, 2018
Family Day*	Feb. 19, 2018
March Break*	March 12-16, 2018
Good Friday*	March 30, 2018
Easter Monday*	April 2, 2018
P.A. Day**	April 27, 2018
Victoria Day*	May 21, 2018

Immunization Clinic

HPV & Hep B	May 24, 2018
P.A. Day **	June 8, 2018
Report Cards go home	June 26, 2018
Last Day of School	June 28, 2018
P.A. Day**	June 29, 2018

*school closed

**no classes for students

Special Education

Learning Support Teacher: Donna Quigley
 Learning Resource Teachers: Sarah Dawson,
 Grant Lines, Donna Quigley, Bryan White
 Educational Assistant: Catherine Maloney

Homerooms

Grade 6 English: Kim Eadie, R6A
 Grade 6 EFI: Christine Deschambault, EF6A
 Grade 6 EFI: Grant Lines, EF6B
 Grade 7 English: Farzad Mirza, R7A
 Grade 7 EFI: Nicholas Hearty, EF7A
 Grade 7 EFI: Claire Slater, EF7B
 Grade 7/8 English: Melanie Baker-Lesage, R78A
 Grade 8 English: Bryan White, R8A
 Grade 8 EFI: Irene Lupin, EF8A
 Grade 8 EFI: Christa Morrison. EF8B
 **EFI – Early French Immersion Program (program entry point is Grade 1)

Arts

Melanie Baker-Lesage, Christine Deschambault,
 Gerard Meunier

Core French

Christine Deschambault, Nicholas Hearty, Irene
 Lupin

English to French Immersion

Grant Lines, Shannon Smith, Claire Slater, Christa
 Morrison

Music

Shannon Smith

Please note that school organizations are not confirmed until the end of October. Should a re-organization occur that impacts your child(ren), you will be contacted directly.

RECESS AND LUNCH TIMES

8:15 am: Drop in
 9:15 am: Morning entry
 11:15 am – 12:05 pm: Lunch & Recess
 2:05 pm– 2:45 pm: Recess & Snack
 3:45 pm: Dismissal

It is essential that students are at school on time for morning entry. We greatly appreciate your help with our walkers!

OUR NEWSLETTER

Newsletters will be sent home via Synvoice every other month. The newsletter will also be posted on our website at: <https://emilycarms.ocdsb.ca/Pages/Newsletters.aspx>.

With the exception of this month, our goal will be to share newsletters the last Friday of the following months:

October
December
February
April
June

School Bus Information



OSTA (Ottawa Student Transportation Authority) is responsible for the transportation of many students to and from school. Our students are great at following basic bus rules such as staying seated,

keeping arms inside, being quiet and not eating on the bus. Your help in reinforcing these safety rules however is appreciated. Bus drivers are not allowed to transport students that are not on their bus manifest. Therefore the office can NOT approve notes from home asking for students to travel on a different bus or for a walker to take the bus with a friend to accommodate group work or after school plans.

Please call OSTA if you have any issues with your child's bus/van route. They can be reached at East Zone 613-224-8800 ext 2380 or via e-mail at: east@ottawaschoolbus.ca. Parents/guardians should be advising schools directly of any changes to their child(ren)'s home or caregiver address. Please remember that OSTA will require a minimum of three business days to implement a change to transportation services, longer for transportation to two homes in a joint custody situation.

Empty Seats Applications

Families who are interested in accessing an empty seat on an existing ECMS bus route, must complete an Empty Seat application. Students who were approved for an empty seat in 2016 – 2017 must reapply for the 2017 – 2018 school year. There are no guarantees empty seats will be available and seats that are granted in this manner can be withdrawn at any time. Please note that the number of available seats is decreasing every year as OSTA continues to optimize routes for more efficient and effective transportation service. The *Application for Access to Empty Seats on School Bus Vehicles* is available on the OSTA website at www.ottawaschoolbus.ca or you may call the office and a form will be sent

home. OSTA will be processing Empty Seat Applications after October 1st, 2017.

A reminder to all families dropping off or picking up students at school to not drive through our bus lane area. Please turn into the parking lot. There are cones set outside to help as a reminder. Thank you for your cooperation and for helping to keep everyone safe!

Home-School Communication

Student achievement and well-being are significantly enhanced by an effective partnership between home and school. The staff at Emily Carr strongly believes that a positive, mutually supportive relationship between parents/guardians and teachers is imperative to improving student achievement.

How to Support Your Child's Learning

COMMUNICATION

- Any information you can provide to help the teacher better understand your child should be shared throughout the school year. The more info we have the better we can meet our students' needs.

COOPERATION AND SUPPORT

- Work together. If you become acquainted with your child's teacher before problems occur, you will have a greater impact when a need arises.

GET ENGAGED IN YOUR CHILD'S LEARNING

- Ask your child what they are learning in school. Discuss topics at home and make links to the real world where applicable. Find out how you can help by volunteering in your child's school.

Please be sure to check out our [website](#) regularly. We work hard to keep our homepage and calendar current so that parents/guardians can stay informed and up to date on upcoming activities. When a field trip is displayed on the calendar, the required field trip permission form is attached for your use (in the event a hard copy is not received from your child). Our website also provides access to other important forms such as our pizza and milk order forms, medical forms, and bus forms.



Absent/Late Arrival

A reminder to parents/guardians that they are to contact the school at 613-824-5455 if their child(ren) are

going to be late or absent. An answering machine is on from 4:30 p.m. to 8:30 a.m. Please feel free to leave us a message!

If your child(ren) needs to leave school early for an appointment, sporting event, etc., please send a note to school indicating the time of departure. Your child(ren) will then meet you at the office at the appropriate time and sign out. By using this procedure we lessen the interruptions to the instructional time.

We have notepads that can be used for notes to school. If you are interested in receiving a notepad, please have your child stop by the office to pick one up. Notepads may also be obtained at our Meet the Teacher night.

Milk Program



Emily Carr's milk program will begin shortly. An order form was sent home with your child as part of their first day package. The order form covers the entire school year. Payment options are available. If paying by cheque, please make the cheque payable to Emily Carr Middle School and indicate your child's name on the front.

Safe and Healthy Schools

Life Threatening Allergies

We have several students in our school with life-threatening food allergies to peanuts and nuts (anaphylaxis). Although this may not affect your child's class directly, we ask that you avoid sending food that contains peanuts or nut products.

Parents/guardians of students with life-threatening allergies must submit accurate and up-to-date information to the school office about the student's medical needs by completing the appropriate forms. All forms are available in the office or [online](#). We thank you for your cooperation in keeping all of our students safe.

Medications

If your child requires prescribed medication to be administered during the school day, the medication must be brought to the office along with the required OCDSB forms that have been signed by both the parent/guardian and the prescribing doctor. **Forms**

for over the counter medications must also be signed by the parent/guardian and a doctor.

Please note that staff are **not** permitted to administer medication without these forms on file in the office. A hand-written note from the parent/guardian is not acceptable. Medication forms are available on the school website under the forms tab and hard copies are available in the school office.

Head Lice

Parents/guardians are reminded to check their child(ren)'s hair for head lice. Head lice can show up at any time; therefore, it is important to keep checking on a routine basis. Check the hair carefully for nits or lice by looking closely at the scalp, particularly around the ears and at the back of the neck. If your child has head lice, please contact the school so that we may take the appropriate steps to prevent the lice from spreading. Your child's hair must be treated for lice before he/she may return to school. A follow-up treatment in 10 days is required to ensure the lice and/or nits are completely gone.

Bicycles, Rollerblades, Scooters & Skateboards

Many of our students travel to and from school using bicycles, rollerblades, scooters and skateboards. To help ensure their safety, we ask parents/guardians to ensure that their children wear protective head gear and understand and practice safe travelling.

All bicycles must be walked on school property, rollerblades must be removed and skateboards picked up. Proper footwear is to be put on at the edge of school property. Shoes with built in wheels or "Heelys" are not to be worn at school for safety reasons. The school is not responsible for loss or damage occurring to student property.

Drawstring Safety

We would like to remind parents/guardians that drawstrings on jackets, sweatshirts and other clothing pose a danger to your child(ren). Drawstrings can become snagged on school bus handrails or doors, on playground equipment, etc. and pose a danger to your child(ren). Please inspect your child(ren)'s clothing and eliminate these hazards wherever possible. The simplest solution is to remove all drawstrings from clothing.

Morning Drop In

Emily Carr offers a morning "Drop-In" program. This program provides a safe and caring space for students for reading, games, crafts, homework or quiet time. It is offered every morning from 8:15-9:00 a.m. Students must report to the Great Hall between 8:15 and 8:30 a.m. Students are expected to behave according to our school Code of Conduct if they wish to attend.

Home for Lunch

Emily Carr Middle School promotes a "stay at school for lunch" policy. If a student is to go home for lunch, parents/guardians must sign a Home for Lunch form. The expectation is that the student will leave the school grounds each day at 11:15 a.m. at the start of the first recess and go **home for lunch**. They must return to school for our afternoon learning session at 12:05 p.m. Students must sign out and back in through the office every time they go home for lunch. For safety reasons, bus students are not permitted to go home for lunch.

Library News

Welcome to all new and returning students. I am so excited to begin this 2017-2018 school year and get to know what types of books you are all interested in reading. In order to be able to buy new books I will be running two fundraisers this fall. From Sept. 11th — 15th we kick off with the Scholastic Book Fair. The following week, our Adopt-A-School online fundraiser will begin on Sept. 16th and run through until October 8, 2017.

Scholastic Book Fair

The book fair will be open Monday, Sept. 11 to Friday, Sept. 15 during school hours, and during the Meet the Teacher on Thursday Sept. 14, 2017 from 5:00 - 7:00 PM. All funds raised will go to buy books for the Emily Carr MS Library. Follow the link to get more info about the books on sale at the book fair:

<http://www.scholastic.ca/bookfairs/teen.php>

Adopt-A-School Fundraiser

This online fundraiser is sponsored by the Indigo Love of Reading Foundation, a charita-

ble organization designed to support school libraries. All donations will come directly to Emily Carr MS Library and will be used to buy books. These donations are tax deductible and all donors will receive a receipt. For every 2 books donated (2 x \$10) the foundation will donate one book to our school library (\$10). Go to the link to see our fundraising page and get more info on donating: <https://adoptaschool.indigo.ca/eng/schools/1591>.

For more information or to volunteer please contact: Paula Rosenquist (Librarian) at paula.rosenquist@ocdsb.ca or call 613-824-5455 (Monday, Wednesday and Friday PM)

School Activities and Events

Athletics

Welcome back to another exciting school year full of sports activities for the students. The first season of extra-curricular events for ECMS students will be beginning shortly.

For information about practice times parents/guardians and students can visit the school calendar on the homepage of the ECMS website, as well students are expected to listen to morning announcements for further information. Announcements are also posted on the bulletin board outside the main office.

Our first athletic events are:

- Intermediate Touch Football (girls and boys teams): September 11-November 3.
- Cross Country: September 11-November 3.
- Jr. Soccer (girls and boys teams): September 11 - October 27.

We look forward to another great year of ECMS Athletics. Additional information can be found on the school's website.

Music News from Ms Shannon

I look forward to another terrific year of music making here at ECMS! The Choir as well as Junior and Senior Bands will be starting up the week of Sept. 18th. Junior and Senior Band require a full school year

Mus  **c**
N  **tes**

commitment. Grade 6 students are not required to audition and all are encouraged and welcome to attend the first Junior band meeting on Wednesday Sept. 20th. Senior band auditions begin Tuesday Sept. 12th. Sign up and audition sheet music can be found outside of the music room. We are planning to host the Holiday Extravaganza Fundraising Concert event again as it was a wonderful success last year!

Open Music Room is a time when ALL students may practice their instrument (either rented, borrowed or owned).

My music room is open every morning from 8:50 to 9:10 beginning September 18th. Students are to go directly to the music room and then to their lockers when the 9:15 bell rings.

Band Rehearsal Schedule

Tues/Thurs - 2:05 to 2:40 SENIOR BAND
(grade 7 and 8)

Wed/Fri - 2:05 to 2:40 JUNIOR BAND
(grade 6)

Monday - 2:05 to 2:40 CHOIR CLUB
(grade 6, 7 and 8 beginning the first week of October)

There will be a 15 minute assembly for all Grade 6 parents in the Great Hall at 5:45 the evening of September 14th. I will provide information on the regular instrumental music program as well as all extracurricular music expectations and rental options.

Instrument Rental

Musicare, St. John's Music, and Long and McQuade provide instrument rental and repair services and will deliver your child's instrument directly to ECMS. All students are encouraged to rent an instrument throughout the school year. Learning to play a band instrument is a progressive skill and confidence is greatly enhanced through regular practice at home.

Ms. Shannon

Email: ShannonL.Smith@ocdsb.ca (don't forget the 'L')

Emily Carr Spirit Wear

Each year the school offers school clothing (sweatshirts, hoodies, t-shirts, shorts, pants) for sale. Watch for order forms to come home later this month.

Ottawa Public Health Information

Ottawa Public Health will be holding an immunization clinic at Emily Carr on **November 23, 2017**. These vaccines are publicly-funded, and available at no cost to you. All Grade 7 students (boys and girls) will be offered the human papillomavirus (HPV), as well as the hepatitis B, and meningococcal disease vaccines.

Students are encouraged to talk with you about the vaccines; and ideally both you and your child should sign the consent form (which they will be receiving approx. 1 week prior to the clinic). On the day of the school clinic, remind your child to:

- * Eat a good breakfast.
- * Bring an extra juice or a snack to school.
- * Wear short sleeves or a loose shirt so that his or her upper arm is exposed easily, without undressing.
- * Bring the consent forms with them to the school clinic.

Students who miss a clinic will be able to receive the vaccine at the next school clinic. If you have any questions, please call Ottawa Public Health (OPH) at [613-580-6744](tel:613-580-6744) and ask to speak to a public health nurse.

Student Accident Insurance

Creating a caring and safe environment for our students is our top priority. Unfortunately, despite all reasonable precautions being taken, accidents can still happen. Some injuries may result in medical, dental or other expenses that are not covered by provincial health care or employer group plans. As a parent/guardian, you become responsible for these expenses.

Student accident insurance is available for purchase, on a voluntary basis, through Reliable Life Insurance Company. Parents may apply online at www.insuremykids.com, forms may be downloaded at www.binks.ca or

hard copies may be picked up from the school office.

The OCDSB encourages all parents/guardians to consider purchasing this insurance. If your child is involved in school related sports activities or is participating in any field trips out of the province you may wish to seriously consider the coverage options, which range from \$13.00/year to \$33.00/year. This coverage is for the entire calendar year and also applies outside of school hours. If you have any questions, please call Binks Insurance Brokers directly at 613-226-1350.

Lunch Lady Hot Lunch Program:



The Lunch Lady hot lunch program will be returning to the school again this year. The Lunch Lady will be supplying us with hot, healthy options from their extensive menu every Tuesday. All food is nut-free and exceeds all provincial nutritional regulations.

The menu is flexible featuring many different kid friendly meals from pastas, to salads, wraps and even sushi sometimes. Every few months a new menu is sent home from school with the most current menu options.

After feedback from students, families and schools we hope to significantly reduce the environmental impact plastic forks and spoons have in the garbage and recycling centers. We are encouraging students to bring their own reusable forks and spoons (but we will be prepared for those that forget).

You should have received a paper menu and order forms from The Lunch Lady. While returning paper order forms to school remains an option, we would like to strongly encourage everyone to use The Lunch Lady's online ordering site at www.thelunchlady.ca.

Please note that The Lunch Lady delivers regardless of weather conditions. If your child won't be at school one day (including snow days), please contact them directly by 8:00AM to cancel your meal for the day. The Lunch Lady can be contacted at [613-667-9000](tel:613-667-9000) or by email at ottawacentral@thelunchlady.ca.



The Emily Carr Middle School (ECMS) Council meet every 5 to 6 weeks for approximately 1.5 hours. The goal of the School Council is to assist in the education of our children by way of raising funds to purchase items for the school not normally purchased by the school board, and having input on some school activities. The first meeting of the 2017-2018 school year will take place on **Tuesday, September 19th at 6:30p.m.** This is an Annual General Meeting where the executive for 2017-2018 will be elected. All positions are up for election every year, so if any parent is interested in participating in this year's Council please forward your name to the school office or come to the meeting.

All parents are welcome and encouraged to attend any and all of the Council meetings, you do not have to be in a 'position' to attend. All input is welcome! The meetings will update parents on upcoming events, clubs, sports and other interesting happenings at the school.

HELP NEEDED:

In years past we have had great success with the Lamontagne Chocolate Fundraiser. Our entire community can benefit from this fundraiser as the funds generated support school groups, teams and clubs that enhance the school's overall Wellness Program, helping all students to confidently live healthy, happy lives. If you are interested in leading this fundraiser please contact Lesley Ireton at lesley.ireton@sympatico.ca

News from the OCDSB

Please find attached the OCDSB CONTINUING EDUCATION [Newsletter](#) for September/October 2016.

We invite you to have a look at what is coming up in our department this FALL!

Again, it is totally interactive, so please click anywhere to be linked to our website for more information on all our programs.