



### Save the Date!!

Wed., Sept. 11  
 Thurs., Sept. 26  
 Fri., Sept. 27  
 Mon., Sept. 30  
 Fri., Oct 11  
 Mon., Oct. 14  
 Oct. 15-31  
 Fri., Nov. 1

Meet the Staff (6-7pm)  
 Photo Day  
 Terry Fox Run  
 National Day for Truth and Reconciliation  
 PD Day (no school for students)  
 Thanksgiving (no school)  
 Food Drive  
 PD Day (no school for students)

### Principal's Message

An exciting new school year has begun! Our staff welcomes all returning and new families to Sheppard with excitement and much anticipation for the 2024-2025 school year. We hope all of you enjoyed your summer with family and friends and had the opportunity to re-energize! We hope to see many of you next Wednesday, September 11th at our "Meet the Staff" evening. You play such a vital role in the education of our students and we value your partnership greatly.

We would like to welcome back many returning staff members and introduce many new ones. Below is our staff list for 2024/25:

### Teachers

#### Kindergarten Classes

K1 – Sarah Van Kruistum, Samantha Dene, Bogdana Ivan  
 K2 – Betsy Pawson, Karlee Schneider, Sharon Jones  
 K3 – Jill Diggins, Kelly Vachon, Rinkinjit Bajwa  
 K4 – Miranda Powell

#### English Classes

1A – Sharon Murray  
 1/2A – Karen-Lee Crossman  
 1/2B – Melissa Legros (LTO for Lisa Duff)  
 3A – Andrea Gloster (LTO for Wendy Hill)  
 4/5A – Mike Wilson  
 5/6B – Chris Shortt

#### French Immersion Classes

2A-FI – Valerie Millar  
 2B-FI - Scott Taylor)  
 3B-FI – Rachael Moreno  
 3/4A-FI – Kristi Wagner  
 3/4B-FI – Ashley Nickels)  
 5A-FI – Leah Lukezych)  
 5/6A-FI – Julia Wooten (LTO for Susan French)

#### Planning Time Coverage

Elizabeth Goldsworthy  
 Curtis McCarty  
 Stephanie MacTavish  
 Jessica Collie

#### Special Education Resource Teacher

Jennifer Osburn

#### Special Education/Multi-Language Learning Teacher

Joanne Underhill

#### Educational Assistants

Janeen Heinbecker  
 Janette Lake  
 Tracey Schmitt  
 Lavanya Tadepalli

**Child and Youth Worker** Sarah Ramer

**Library** Lois Miller

**Custodian** Catarino Artega  
 Carl Rooymans (evening)

#### Administration

**Principal** Rebecca Jutzi

**Head Secretary** Esther Bodenham  
**Secretary** Sarah Dietz



Our staff spends hours developing class lists for the year. We balance academic needs, social dynamics and always strive to have students placed with at least one friend. These are the guiding principles in forming our split classes as well. Please note that, unless we are told that we have to re-organize by the Board due to a large number of new enrolments, class placements are final and we will not be entertaining any requests for changes. As you can imagine, moving one child creates a domino effect and may leave another child without a friend and would result in another student needing to move to balance the classes. We recognize that change can be difficult for children but have always found that students adapt quickly. As parents, you can help your child by remaining positive and reminding them how resilient they are and that this is an opportunity to meet new friends. Our staff are always here to help.

A reminder to please check the website ([she.wrdsb.ca](http://she.wrdsb.ca)) for regular updates, or you may choose to subscribe to the website and receive regular emails whenever the website is updated. We will also be using School Day as a communication tool. This will be an effective way to communicate with families and to collect permission and payment for school activities online. If you have not already registered for school day, please be sure to do so as soon as possible.



**Looking forward to a great school year!**

Rebecca Jutzi  
Principal

## Information and Reminders

### Meet the Staff Event

We hope you will join us on **Wednesday, September 11th from 6-7pm**. This is a chance for you to see your child's classroom and meet their teachers. As the evening is intended for short introductions, please call or schedule an appointment with your child's teacher if you would like to discuss school progress. Information has been sent about purchasing pizza for the evening from Dominos. It will be delivered at 5:30pm and can be picked up on the back tarmac. We will also have an ice cream truck at the school that evening. Here is a link to [the menu](#).

### Attendance

If your child will be away or late, please be sure to email or call the school 519-578-5920, ext. 1 to report their absence. We would prefer email to [she-attendance@wrdsb.ca](mailto:she-attendance@wrdsb.ca). If we are unaware of a student absence, our safe arrival program will try all of the contacts that we have to ensure the student is safe at home. This is a time consuming job and we appreciate your diligence in notifying the school. You can also email upcoming absences that you are aware of in the future. If you need to pick up your child early, please email the attendance account. Mornings can be very busy in the office so it is hard for staff to ensure that items dropped off after the bell get to students in a timely manner.



### Student Drop off Times

For safety reasons, we would request that parents stay back from the class lines to allow students to line up and for teachers to properly and safely dismiss them. It is very congested in this area. **Please keep dogs off the tarmac at all times. Some students are fearful of dogs and we want to respect this.**

Please note that our supervision in the morning does not begin until 8:45 A.M. We would ask that students do not arrive at school prior to this time as there is no yard supervision in place. As well, it is not permissible for students to be dropped at the main office or their classroom prior to this time to be supervised. This is especially important during inclement weather as we do not want students to be standing outside in the rain/cold for extended periods of time. We appreciate your understanding and cooperation in adhering to our drop-off times. Please note that our climbing structure is not open for students in the morning.



Please help your child to be at school when the bell rings at 9:00am. This minimizes disruption for classrooms during learning time, and it places the value of time management on students – a life-long skill. Please also remember to have your child check in at the office, if they are late.

### Daily Schedule

Our Daily Timetable will be the same this year as it was last year. There are 10 periods per day and each period is 30 minutes long. We will continue to have two 40 minute nutrition breaks during which the students will eat their lunch for 20 minutes and then have outdoor play for the remaining 20 minutes.

Period 1 .....	9:00 - 9:30
Period 2 .....	9:30 - 10:00
Period 3 .....	10:00 - 10:30
Period 4 .....	10:30-11:00
<b>1st Nutrition Break</b>	<b>11:00-11:40</b>
Period 5 .....	11:40-12:10
Period 6 .....	12:10-12:40
Period 7 .....	12:40-1:10
Period 8 .....	1:10-1:40
<b>2nd Nutrition Break</b>	<b>1:40-2:20</b>
Period 9 .....	2:20-2:50
Period 10 .....	2:50-3:20



### School Council

Please consider joining the School Council this year! School Council provides a great opportunity to meet parents in the community, learn more about what is happening at the school, and is a great way to contribute to your school and community. We look forward to seeing you at our first meeting. More information will be sent home shortly.

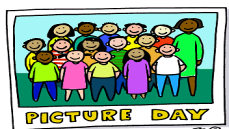


### Pizza and Pita Days

Pita day will be on WEDNESDAY and begins this month. Pizza day will be on FRIDAYS and will begin in October. Stay tuned for more information via School Day.

### Library Update

We are pleased to let you know that our library renovation is nearly complete and our library clerk is working diligently to get the books back on the shelves. We are hoping to have students back in the library in the next few weeks. A huge thanks to Mrs. Miller, our library clerk!



### Student Picture Day

Student picture day will be on **Thursday, September 26**. Students will have their individual and class photos taken on this day, and a proof of that photo will be sent to you. At this time you can decide on the pose and package, if you wish to purchase the photos.

### Reminder about Bussing

If your child is eligible to ride the school bus but you have decided that they **will not** be riding the bus this year, then please fill out the “Do Not Ride” form stating that you have made alternate arrangements for drop-off and pick up.



### Safety at Sheppard

Just a reminder to all parents and visitors that when you enter through the front doors, **you must sign in at the office**. There are times when parents need to deliver a lunch or backpack to their child. This is not a problem, but please visit the office and we will have the student pick it up here in the office. Please remember to **sign out** in the office before you leave. It is important that the staff are aware of any visitors in the school. This helps to keep all of our students safe.

### Mabels Labels

Sheppard P.S. has a fundraiser in place with Mabels Labels. We strongly suggest that you label everything that your child brings to school. This helps cut down on our lost and found. If you are interested in purchasing labels for your students' clothing please visit [www.mabelslabels.com](http://www.mabelslabels.com) and be sure to find Sheppard P.S. under the "Support a Fundraiser" tab.

### Medication at School

If your child requires medication (ie. Epi-pen, puffer, etc.) at school, you must provide the school with a properly completed medication form available through the school office. Board policy also requires that all medication be kept in a locked cupboard in the office. Parents with children who have life-threatening allergies, requiring an epi-pen, are asked to make sure this information has been communicated to the office.

### Peanuts or Nut Products

At Sheppard P. S. we have students who have severe life-threatening food allergies. The allergy includes any food that contains peanuts, tree nuts or peanut/nut oil. This medical condition can produce severe **reactions which can result in death within minutes.**

#### PLEASE



**NO PEANUTS  
OR  
NUT PRODUCTS**

In a school setting, cross-contamination is the greatest risk for this type of allergy. Trace amounts of peanuts/nuts can be left on gym equipment, computer keyboards, and water fountains etc. and put the peanut/nut sensitive student at risk. Although this may or may not affect your child's class directly, please send food to school with your child(ren) that is free from peanuts or nut products. We also ask that you avoid sending soy or seed-based peanut butter alternatives as it is very difficult to distinguish between the alternatives and real peanut products. We sincerely appreciate your cooperation in avoiding the use of these products to assist in our continued efforts to create a safe, caring and inclusive learning environment for all students.

### Bicycle Safety

We have bike racks for students on the tarmac. Please remember if your child rides his/her bike to school a helmet and a lock are necessary. Students must walk their bikes on school property.



### Safety Drills

We are mandated to conduct various safety drills throughout the school year, including fire drills, violent intruder drills and tornado drills. These drills allow us to practise our procedures should an emergency situation ever arise. We will complete our 3 fire drills and our lockdown drill this fall.

### Parking

Student Safety is a major concern at our school! **Please do not use the parking lot to drop off or pick up students.** It becomes a very unsafe place when cars are driving in and out during peak times of the school day, such as, before and after school. **Space to park is very limited but available on some side streets and the Kitchener Auditorium.** Please help us to keep our students safe by obeying the traffic and parking laws.

**Use Crosswalks:** Please remind your children to cross safely at the designated crosswalks with our adult crossing guard.

### Cell Phone Policy

The Ministry of Education has put in place a new cell phone policy for students. All students in Grade 1-6 are asked to leave all cell phones and digital devices at home. There will not be any opportunity to use devices from home and we don't have safe and secure places to store them. Thank you for your cooperation in reminding students not to bring digital devices to school.



### Playground Safety



We want all junior students to be able to enjoy the playground in a safe manner. There are times when the playground is not open and students need to listen to the announcements. This includes times when it is very wet or when we have periods of freezing temperatures, when there is freezing rain, if the ground cover is frozen, or if there is a build up of snow and ice. Students also love our Gaga Ball pits.

### Rules for students:

- No pushing
- No running on play structures
- No fighting
- No eating while on the playground equipment
- No throwing sticks, stones or other objects

The following are not allowed on the equipment: flip flops, skipping ropes, ropes, scarves or loose drawstrings on children's clothing. We make safety at play our major concern, and will be reminding our students and staff on a regular basis about the playground rules. We hope that you will reinforce them at home with your child. **We would ask that parents closely supervise their children after school if they choose to use the playground.**

### **Boomerang Lunches**

We will be continuing with "boomerang lunches" this year to improve our environmental impact and nutritional choices. We will be requiring all students to bring everything from their lunch back home again. This includes items that would go in the garbage, as well as those that are recycled. This is generally well received by parents as it allows you to monitor what your child does and doesn't eat while at school. It also encourages reusable packages and allows for the proper disposal of waste.

**What to do:**

- \*Use reusable containers to pack snack and lunch items
- \*Use a lunch bag with a wipe clean interior
- \*Talk with your child about bringing home any food or garbage left over from his or her lunch
- \*Include a reusable ziploc bag for organic waste (e.g. banana peels, apple core)

**Benefits:**

- \*Provides you with first-hand knowledge of the eating habits and preferences of your child. By carrying home the leftovers you can see what's been eaten or not.
- \*Reduces the amount of waste we create from school lunches
- \*Encourages healthy and nutritious lunches (many pre-packaged lunch items contain significant amounts of sodium, sugar, preservatives and fat)
- \*Creates awareness around recycling and encourages and promotes the use of reusable containers and discourages the use of disposable containers
- \*Helps you, as a parent, reduce the cost of lunches (a waste-free lunch can cost as little as \$2.50 per day, whereas a regular lunch containing pre-packaged items can cost \$4.50 or more per day). Teachers see a huge amount of uneaten food go into the garbage day after day. This is not only wasteful but expensive.



### **Changes to French Immersion**

Last year the WRDSB made significant changes to the way that French Immersion programming is delivered. Core French periods have been increased from 5 to 8 periods/cycle for all students in Grade 1 and French Immersion now begins in Grade 2 with 58% of the day in French for all students in Grade 2-6. If your students are in FI, they will learn the following subjects in French: French language, social studies, art, music, drama, dance, physical education and health. Science, English language, and Math will be taught by the English teacher.