

EDELWEISS PREPARATORY SCHOOL

BACK TO SCHOOL 2018 NEWS



WELCOME!

We are happy to have your child as part of our program this coming school year! Please read this newsletter & keep it for future reference.

MEET THE TEACHER OPEN HOUSES:

At the end of this newsletter * is a list of **Meet the Teacher Open House Dates**. For the "Open House", children visit the classroom with a parent or caregiver to meet their teachers and friends. This is a time for your child and their classmates to become familiar with their new school setting and is therefore not a time that walking siblings can attend as it gets too crowded in the rooms. Babies in arms are welcome to come along but no strollers. We will give you your tote bags, snack bag and a set of Mabel's Labels at the Open House. We also need you to fill out some new paper work and update information on your registration form and sign it as part of the Licensing regulations.

UNIFORMS, COATS, SHOES & TOTE BAGS:

All Edelweiss students wear uniforms. All uniforms for students are to be purchased from Top Marks, our official uniform supplier and **not any other stores**. You can order online at www.topmarks.ca or phone 1-800-667-7105. **Top Marks will be at the school on Aug 20th, 2018 from 10 am - noon for exchanges or new orders (call Top Mark to book an appointment if a full fitting is needed)**. Each child has a labeled coat hook for their coat and tote bag to be hung up on in their own cubby. Children share cubbies with other children on different days. When the weather is wet, we ask that you put your child's boots inside the cubbies on the little green mat. Children are asked to wear **non-marking, non-skid shoes in school at all times**. You may leave a pair of shoes with your child's name on them at the school if that is more convenient but it is not a requirement. Please ensure everything (all clothing and snack containers and water bottles are labeled with your Mabel's labels we will give you at Open House.

Edelweiss is not responsible for lost and missing items. If you leave it behind and it's labeled, we can return it to you so please take the time to label everything that comes to school.

MAIL, CALENDAR AND SHOW & TELL:

School newsletters/calendars are emailed monthly. Each child has a mailbox for crafts and notices, so please remember to check for "mail" everyday when you pick up your child at school. Please remind your caregiver or whoever is picking up your child that your child's mailbox is **UNDER** his/her name. You will receive an email of a monthly class calendar that will notify you of themes, special days, birthdays and Show & Tell turns.

SICKNESS POLICY:

It is our policy that sick children do not attend school to help stop the spread of infection. If a child has a fever, has been vomiting, has excessive coughing, or green nasal discharge within the last 24 hours, we ask that you keep your child at home. If a child exhibits any of these symptoms at school, we will call you to come and pick up your child. **If your child is diagnosed with a contagious illness/communicable disease you will require a doctor's note specifying the date your child can return to school prior to returning to school.** If your child is going to be absent, please leave a message (403)282-4220 (or email epschool@telus.net) stating the illness your child has. Please remember to **specify which class time your child attends as we have 10 classes of children registered at our school.**

TOILETTING & SEPARATION POLICY:

Please note that the Edelweiss policy for entrance in the school is that your child must be able to toilet independently (ask to go to the washroom when they need to and wipe themselves) & separate from you. Children are not allowed to be in pull-ups and teachers don't change or wipe children. Your child needs to be able to separate from you without excessive distress. If this is a concern for your child when you receive this notice, please email epschool@telus.net

CONTACTING THE SCHOOL:

During the school year, we respond to all messages within 24 hours. During the school year if you need to get in touch with your child's teacher, please leave your name and phone number with the office at (403)282-4220 or email epschool@telus.net .

Teachers will return calls outside of class times. No calls will be received by the teachers during class time as they are in classes with the children. Administration can help you during class times.

COATROOM:

Please remember that when other classes are operating, they can hear coatroom and hallway noise. We ask that parents keep the coatroom and hallways as quiet as possible at all times. Please do not allow children to be loud or run in the coatroom or hallways. By clearing the coatroom after dismissal, we hope to cut down on congestion in the parking lot as well. There is to be no food, gum or candy served in the coatroom to students or siblings in an effort to keep our school clean and sanitary. Lost & Found items are under the mailboxes except lost valuables which are kept in the office.

PARKING:

Our school is so fortunate to have a nice large parking lot to use! We just ask for a few rules to be followed. Firstly, please park closely together, not taking a space and a half so that there is room for everyone to fit in. We have staggered class times so that if parents leave after the children go in, there is enough space for the next group coming. During September it can be expected that when parents are staying longer to observe their child settling in, the parking lot tends to overflow to the laneway and you may end up parking in the lane if you are not in the first class starting. Please do not block any of the neighbours driveways in the laneway. Bylaw does patrol the laneway for parking and remember the laneway speed is 15km.

We ask that no one park in front of or beside the garbage or recycling bin in the parking lot. The trucks need access to them. Please do not park in the NO Parking space or in the loading zone area beside it. Parking does get better as the month of September moves on and as parents feel more comfortable leaving their child at school.

Never leave any children in your vehicle without adult supervision.

OBSERVATION WINDOWS:

Please feel free to make use of the observation windows during your child's class times. The glass is not sound-proof and we would appreciate it if you would not talk while using the observation glass when the class is in progress. **If observation windows are not quiet, we will ask you to move to the coatroom and may have to put in appointments for viewing times. There is to be no viewing or parents in the hallways during transition times where students move from room to room. Please go to the coatroom during those times. Filming students from the windows with your cameras or phones is NOT allowed.**

VOLUNTEERING:

We welcome parents to volunteer at the school outside of the classroom. There are volunteer opportunities such as being a room parent, volunteering for field trips; washing/sterilizing toys/sharpening pencils or other work. If you are interested to help, please let us know. For toy sterilizing we only need four parents from each class to take 1 turn for 2 hours while their child is in class. We will email a schedule in the future that you can sign up for.

CLASSES:

8:20 5 day - Foxes
12:15 5 day - Foxes
12:00 2 Day JK-Raccoons
8:30 3 Day JK-Frogs
8:45 3 Day JK- Penguins
12:00 3 Day JK -Bees
8:30 Preschool- Hedgehogs
8:45 Preschool - Owls
Science Classes
Preschool Music Classes
2, 3 & 5 day Music Classes
3 & 5 Day Spanish Classes

TEACHERS:

Miss Rebecca
Miss Rebecca
Ms. Glory
Mrs. Kelly & Ms. Katie
Mrs. Aleksandra & Ms. Glory
Mrs. Aleksandra
Mrs. Kelly & Ms. Katie
Mrs. Aleksandra & Ms. Glory
Mr. Walter aka "Captain Science"
Mrs. Kelly
Mrs. Aleksandra
Ms. Yoanna

ROOM PARENT:

Jennifer Jackson
available
available
Lisa Morgan
available
Laura Schipper Blatz
Christie Choi
Mehrin Sharif

ADMINISTRATION:

Please feel free to approach us anytime. If you cannot come in person, please contact us at (403)282-4220 or email us at epschool@telus.net. We welcome your feedback any time. There is a suggestion box outside the office door for your feedback. You will be emailed a monthly newsletter. We will be emailing you a copy of the Parent Handbook shortly so you can read it all before school starts. You will need to sign that you have read and agree to the policies in the Handbook. This is something new we have been asked by Alberta Children's Services to do. Newsletters and lots of information are also always posted on our website www.epschool.ca . We would love for you to follow us on Instagram: Edelweiss_Prep_School or on Facebook:

<https://www.facebook.com/epschool/> .

We welcome you and trust that this school year will be a wonderful learning experience for your child! See you in September!!

Walter & Margaret Reid
School Directors

***The next page has all the dates and times for starting school!**



OPEN HOUSES

THIS IS FOR PARENTS/CAREGIVERS TOGETHER WITH THE REGISTERED STUDENT ONLY. WE WILL HAVE A LITTLE MINI-CLASS TOGETHER. WE WILL GIVE YOU YOUR TOTE BAG, SNACK CONTAINERS & A SET OF LABELS. SORRY NO WALKING SIBLINGS.

NO SNACK IS REQUIRED FOR OPEN HOUSE. STUDENTS WILL WEAR THEIR UNIFORMS.

PRESCHOOL: OPEN HOUSE ON TUESDAY, SEPTEMBER 4TH, 2018

The 8:30 Preschool with last names from A -L will visit from 8:30 - 9:15 a.m. in Apple Room

The 8:30 Preschool with last names from M - Z will visit from 9:30 - 10:15 a.m. in Apple Room

The 8:45 Preschool with last names from A - J will visit from 9:00 - 9:45 a.m. in Planet Room

The 8:45 Preschool with last names from K - Z will visit from 10:00 -10:45 a.m. in Planet Room

2 DAY JK: OPEN HOUSE ON TUESDAY, SEPTEMBER 4TH, 2018

The 2 Day JK class (all students) will visit from 12:15 -1:00 pm in Apple Room

5 DAY JK/K OPEN HOUSE WEDNESDAY, SEPT 5TH, 2018

8:20 am class (all students) will attend from 10:45 - 11:30 am in Apple Room

12:15 pm class (all students) will attend from 12:30 -1:15 pm in Planet Room

3 DAY JK OPEN HOUSE ON WEDNESDAY, SEPTEMBER 5TH, 2018

The 8:30 JK class with last names from A - K will visit from 8:30 -9:15 a.m. in Planet Room

The 8:30 JK class with last names from L - Z will visit from 9:30 - 10:15 a.m. in Planet Room

The 8:45 JK class with last names from A - R will visit from 9:00 - 9:45 a.m. in Apple Room

The 8:45 JK class with last names from S - Z will visit from 10:00 - 10:45 a.m. in Apple Room

The 12:00 JK class (all students) will visit from 12:00- 12:45 p.m. in Apple Room

REGULAR CLASS TIMES STARTING

PARENTS DROP OFF CHILDREN FOR THEIR FIRST UN PARENTED CLASS. PLEASE WATCH AT THE OBSERVATION GLASS WINDOWS TO MAKE SURE YOUR CHILD IS SETTLED IN FINE BEFORE YOU LEAVE. BRING SNACK & DRINK. STUDENTS WEAR UNIFORMS

5 Day JrK: Foxes

8:20 - 11:20 am & 12:15 - 2:45 pm starting regular classes on Thurs Sept 6th

2 Day JrK: Raccoons

12:00 - 2:30 pm starting on Thurs Sept 6th

3 Day JrK:

8:30 - 11:00 am full class starting Fri Sept 7th Frogs

8:45 - 11:15 am full class starting Fri Sept 7th Penguins

12:00 -2:30 am full class starting Fri Sept 7th Bees

Preschool:

8:30 - 10:45 with last names from A - L starting Thurs Sept 6th Hedgehogs

8:30 - 10:45 with last names from M - Z starting Tues Sept 11th Hedgehogs

8:45 - 11:00 with last names from A - J starting Thurs Sept 6th Owls

8:45 - 11:00 with last names from K - Z starting Tues Sept 11^h Owls

Full preschool classes A - Z together begin on Thurs Sept 13th.