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| **Primary Orientation Information 2022-2023****Millwood Elementary School** |

**What should your child bring to school:**

* Backpack: large enough to hold a lunch bag, library books and a change of clothes. Please label belongings. Each child is expected to have indoor shoes that they leave at school overnight. Often gym sneakers serve this purpose.
* Snack and Lunch:A healthy snack and lunch will help energize your child.

**School Readiness:**

* Students need to be able to use the bathroom independently. Students should be working on independence in dressing. Please send Velcro or slip on shoes if your child requires support to tie/untie their shoes.
* Students can practice recognizing and writing their own name. Practice using lower case letters when writing.

**Preparations for the First Day**

* Talk to your child about sharing the teacher’s time and attention. Explain that there will be many children in the teacher’s care.
* Label all outdoor clothing, backpack and gym shoes with the child’s name.
* Ensure your child knows his/her afterschool routine.
* Discuss what a recess snack is.
* We are a “Nut Aware” school. Please do not send snacks containing peanuts.

###### We are a “Scent Aware” school. Please refrain from wearing scented products when visiting the school

###### **How can You Help at Home**

Parents/Guardians can help prepare their child for school:

* Read stories and nursery rhymes to the child. Encourage conversation about stories and pictures.
* Encourage your child to share comments, stories and ideas.
* Take time to answer questions. Give good descriptions and explanations.
* Encourage the use of scissors, crayons and play dough at home to develop the small hand muscles required later for printing.
* Have paper, white boards, pens and markers available for writing and drawing.
* Give your child simple household tasks to develop the skill of following directions.
* Practice fastening boots and outer clothing (zippers, buttons and snaps)
* Practice putting on his/her shoes.
* Use the bathroom independently.

**Clothing**

Children who are beginning school should have clothing that they can get into and out of easily.

Please make sure your child is dressed appropriately for the weather. Please send your child with an extra change of clothes including socks and underwear to keep at school.

**Student Drop off times**

Students may be dropped off at 8:10 AM. Supervision of students begins at 8:10 and class instruction begins at 8:25. Ensuring students arrive on time provides them with the best opportunity to be prepared for a positive day of learning and exploration.

**Administration of Medication/ Allergies**

Please notify the office if your child requires medication or who may have life threatening allergies.

* The appropriate forms can be picked up at the office and completed by parents, and returned to the school prior to school starting.
* All medications will be kept in the office and administered by office personnel.

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| **Millwood Elementary School Information** |

**Millwood School website:** <https://mle.hrce.ca/> . It contains information such as staff contact info, bell schedules, calendars, newsletter and current events.

**School Email:** [**mes@hrce.ca**](mailto:mes@hrce.ca) **or** [**mandrews@hrce.ca**](mailto:mandrews@hrce.ca)

**School Phone: 902-864-7510**

**Attendance Line (Safe Arrival):** If your child will be absent from school for the day please phone our safe arrival number 902-864-6774 and leave your name, student name, date and reason for absence.

**Changes to your contact information** such as mailing address, phone numbers and email address please contact the office immediately so we have current contact information for your child.

**School Advisory Council**

A School Advisory Council is an advisory body to the school principal and Regional Centre for Education on a range of issues related to the school and the school system. To ensure a collective voice, the SAC is composed of parent and community members, the Principal, and another representative from staff. The Council is committed to supporting the implementation of the School Improvement Plan and to assisting and advising the principal and staff on various issues.

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| **Bell Schedule**  8:25 School begins  2:30: Dismissal |

If you have any further questions please send me an email at [mandrews@hrce.ca](mailto:mandrews@hrce.ca) or contact the main office at 902-864-7510.

Regards,

Michelle Andrews