



# Queen Elizabeth Elementary School

4102 West 16<sup>th</sup> Avenue, Vancouver, B.C. V6R 3E3

Telephone: 604-713-5408

Website~ <http://queenelizabeth.vsb.bc.ca> Twitter~ #qevsb39

Email: [StudentRecordsQE@vsb.bc.ca](mailto:StudentRecordsQE@vsb.bc.ca)

Principal: Mrs. Nancy Paget  
PAC Co-Chairs: Ms. Claire McClean, Ms. Domina Edwards  
Director of Instruction-Field Services: Mr. Richard Zerbe  
Liaison Trustee: Mr. Oliver Hanson

這是重要的通告, 希請人譯讀。  
Important information, please translate

## September 16<sup>th</sup>, 2022

Dear Queen Elizabeth School Community,

WELCOME BACK! Although we have been back at school for almost two weeks and summer seems long ago, we hope you and your children had a fun-filled summer and are enjoying the new school year. I would like to extend a special welcome to our new students and their families – we are happy to have you join our QE community. Queen Elizabeth is a special place full of dedicated staff and caring families. I would also like to thank everyone for the warm welcome that I have received! I am very excited to be a part of this wonderful community. Your children are delightful and it has been a pleasure getting to know them. We look forward to beginning our new school year and working with our families.

We are pleased to welcome the following staff to Queen Elizabeth: Teachers ~ Ms. Campbell, Ms. Choi, Ms. Steele, Ms. Allen - Area Counsellor, and Mr. Fonerev – Speech Language Pathologist (SLP). A warm return welcome to Ms. Seto, Teacher.

**Newsletters** will be emailed to parents and posted on our school website each month. Please ensure that you have supplied the school with your **email address**. Emails will usually arrive from the email address Elementary, Queen Elizabeth [sysadmin@myeducation.gov.bc.ca](mailto:sysadmin@myeducation.gov.bc.ca) and the message will normally include Queen Elizabeth in the subject line. As well, please refer to our school website at <http://queenelizabeth.vsb.bc.ca>. If you are not receiving newsletter and/or information, please check your junk mail folder and save the email address [sysadmin@myeducation.gov.bc.ca](mailto:sysadmin@myeducation.gov.bc.ca) to your address book so that future emails from this email address can be received. If there continues to be an ongoing issue with you not receiving emails, please email [StudentRecordsQE@vsb.bc.ca](mailto:StudentRecordsQE@vsb.bc.ca) or contact the school 604-713-5408 and we will check to see that your information is up to date.

For regular updates and information, please refer to the school and district VSB websites:  
Queen Elizabeth <https://www.vsb.bc.ca/schools/queen-elizabeth/Pages/default.aspx>  
VSB -<https://www.vsb.bc.ca/Pages/default.aspx>

A new school year brings excitement, anticipation, and often a little anxiety for children - and parents! You can help by being encouraging and helping your child to approach new opportunities positively. With support from parents and school staff, children typically adjust very quickly.

On behalf of the Queen Elizabeth staff, welcome to the 2022-2023 school year!

Regards,  
Nancy Paget  
Principal

Important Dates to Remember	
<b>September</b>	
Monday, September 19 <sup>th</sup>	Day of Mourning for Funeral of Queen Elizabeth II. School closed.
Wednesday, September 21 <sup>st</sup>	Student Verification Information Packages sent home
Thursday, September 22 <sup>nd</sup>	Terry Fox Run
Friday, September 23 <sup>rd</sup>	Pro-D Day. No school for students.
Monday, September 26 <sup>th</sup>	Student Verification Forms due to Teachers
Wednesday, September 28 <sup>th</sup>	Meet the Staff 5:30 – 6:00 pm, PAC Welcome Back 6:00 – 6:45 pm
Thursday, September 29 <sup>th</sup>	Orange Shirt Day. <b>Wear orange to school.</b>
Friday, September 30 <sup>th</sup>	Statutory Holiday -National Day of Truth & Reconciliation. School closed.
<b>October</b>	
Tuesday, October 4 <sup>th</sup>	Photo Day
Thursday, October 6 <sup>th</sup>	PAC Meeting, 7:00 pm, Gym or Library
Monday, October 10 <sup>th</sup>	Thanksgiving. Schools closed.
Tuesday, October 18 <sup>th</sup>	Parent Teacher Conferences 2:00 – 6:00 pm Early Dismissal. Students dismissed at 2:00 pm
Wednesday, October 19 <sup>th</sup>	Parent Teacher Conferences 2:00 – 6:00 pm. Early Dismissal. Students dismissed at 2:00 pm
Friday, October 21 <sup>st</sup>	Pro-D Day. No school for students.
Thursday, October 27 <sup>th</sup>	Immunization Clinic, grade 6 students

## CLASS PLACEMENTS 2022-2023

Beginning in the Spring, many hours are spent working on class placements. School staff work incredibly hard to balance and build classroom communities that will enhance the learning of each child within the larger context of the needs of all children in the school. Teachers teach the prescribed curriculum and implement teaching strategies that address diversity and meet individual needs (academically, socially and emotionally). Additionally, resource teachers support students with diverse needs both in and out of the classroom. When placing students in classes many factors are considered and we reflect on all that we have learned about your child.

Some of the criteria considered are:

- Each child's educational strengths and areas for growth
- Social groupings of children, including a child's physical, social and emotional maturity
- Balancing classes

When building classes, we have strict guidelines that we must adhere to regarding class size composition (number and composition of students). Teachers know your children well and when placing students into classes all they have learned about your child during the year is taken into account. Consideration is also given to the social dynamics as well as the social profile of your child at school. This may look distinctly different from their social profile at home or in the community. It is important for students to learn to get along with others and to work alongside different classmates throughout their school career. This encourages children to be inclusive of everyone and builds and fosters resilience, independence, friendship and problem-solving skills.

Student placement is based on the entire educational context along with consideration of your child's profile. Thank you in advance for your trust in our professional judgement in placing your child in the most appropriate learning environment based on both children's needs and our school organization.

Additionally, please see the links below regarding combined (often referred to as split/multi-age).

[https://www.vsb.bc.ca/Student\\_Support/General\\_Resources/combined-class/Pages/default.aspx](https://www.vsb.bc.ca/Student_Support/General_Resources/combined-class/Pages/default.aspx)

[https://www.vsb.bc.ca/Student\\_Support/General\\_Resources/combined-class/Documents/sbfile/180621/combined-classes-brochure-web.pdf](https://www.vsb.bc.ca/Student_Support/General_Resources/combined-class/Documents/sbfile/180621/combined-classes-brochure-web.pdf)

## 2022-2023 CLASSES

As you are likely aware, Queen Elizabeth has gained two new classes in this year's organization. Our classes and divisions for this year are as follows:

Division 1, grade 7 ~ Ms. MacDonald  
Division 2, grade 7 ~ Ms. Marr  
Division 3, grade 6 ~ Ms. Choi  
Division 4, grade 6 ~ Ms. Trifkovic (teacher on call)  
Division 5, grade 5 ~ Ms. Spicer  
Division 6, grade 4/5 ~ Ms. Stewart (teacher on call)  
Division 7, grade  $\frac{3}{4}$  ~ Ms. Johnston  
Division 8, grade 3 ~ Ms. Pomponio  
Division 9, grade 3 ~ Ms. Whitehead  
Division 10, grade  $\frac{1}{2}$  ~ Ms. Seto  
Division 11, grade  $\frac{1}{2}$  ~ Ms. Campbell  
Division 12, grade K ~ Ms. Rattanaraj  
Division 13, grade K ~ Mr. Crisp

## COVID UPDATE

The Vancouver School District and Queen Elizabeth Elementary continue to follow the guidance of the Ministry of Education and Child Care, the BC Centre for Disease Control and Vancouver Coastal Health in putting in place measures to help prevent the spread of COVID-19. The BC Centre for Disease Control updated [guidance](#) for the K-12 sector indicates that, "Transmission within K-12 schools settings accounts for a minority of COVID-19 cases even amongst students and staff."

Measures that will continue to be in place for the coming school year include reminders to all staff, students, and their families to monitor their health daily and to stay home if they are ill. Information about COVID-19 symptoms can be found on the [BCCDC website](#). Students who become ill during the school day will be asked to wear a mask and wait in a supervised area, away from other students, until they can be picked up by a parent or guardian.

Staff will continue to remind students of the importance of regular hand washing/hand sanitizing and of coughing/sneezing into their elbow or a tissue. We will continue to ensure school sinks are well stocked with soap and that hand sanitizer is available. Staff will also continue to remind students to be respectful of others' personal space while going through daily school activities.

Wearing a mask, other than what is recommended by public health, is an important personal health choice for students and families. Some staff and students will choose to wear a mask throughout the day or for certain activities. Others will choose not to wear a mask. Individual decisions around mask wearing will be supported and respected at Queen Elizabeth Elementary.

Entry and exit to the school will be the same as last year. Children will line up outside and teachers will escort them in and out to

avoid congestion in the hallways. The school would also appreciate appointments to be made rather than just dropping in and we ask that parents call ahead before coming to the office. Thank you!

Clean air and proper ventilation are an important part of the prevention measures in all Vancouver schools. During the past months, District staff have undertaken the refurbishment and rehabilitation of ventilation equipment in all schools and will continue to install new ventilation and heating equipment in portables. Air filters in schools have been upgraded and are replaced three times per year.

More information on COVID-19 prevention measures in Vancouver schools can be found [here](#).

SEPTEMBER REMINDERS

Student safety is our primary concern.

**Supervision/Drop off and Pick Up:** Morning supervision is from 8:40- 9:00 am and afternoon supervision is from 3:00 - 3:20 pm. Please **do not** drop your child off earlier than 8:40 am, unless they are participating in a school sponsored activity. There is no one available to supervise until 8:40 am. Children must not arrive unsupervised prior to 8:40 am. Please pick up promptly at the end of the day. School supervision ends at 3:20 pm. All children should be with a parent or on their way home at 3:00 pm.



**School Parking Lot:** As a reminder, please **do not drive or park** in the school parking lot or the school roundabout. If you are driving to school, please consider parking a block or two away and walking with your child to school. Walking to school is a wonderful way to interact with your child, talk about their day, enjoy the fresh air and get some exercise. It also helps minimize the traffic and congestion around the school. In order to keep everyone safe, **please use the sidewalks to enter the school grounds and do not walk or bike through the parking lot.** Thank you for helping to keep our children safe and for your consideration.



**Bikes/Scooters:** School has begun and many of our children enjoy riding their bikes and/or scooters to school. Upon entering the school grounds, please remind your child to dismount from their bike/scooter. **Bikes/scooters are to be walked on and off the school grounds.** If you are cycling to school with your child, please continue to serve as role models by having them dismount with you before entering the school grounds. RIDE SAFE!



**Students Leaving the School Grounds:** Students' safety is paramount. Students are not permitted to leave the school grounds unsupervised. Students are expected to be on the school grounds during the school day and are not permitted to leave the grounds during recess or lunch hour.

A reminder to please send your child to school with a healthy snack and lunch each day. Students going home for lunch must be signed out and in at the office by an adult and/or have a letter on file from their parent/guardian stating they have permission to go home for lunch. The permission letter must have clear dates (start and end dates) and be signed by a parent/guardian.

SIGNING STUDENTS IN AND OUT PROCEDURES

If you are picking your child up during the day, please email the teacher to let him/her know and ensure that you sign your child out at the school office. If you do not sign out your child, they may be unaccounted for, and the school will identify your child as a 'missing' student and will commence a search of school grounds. If the school staff do not locate the child, and are unable to reach a parent promptly, the school will call the Vancouver Police Department. Therefore, clear communication is essential for ensuring the safety of your child and to prevent unnecessary searches.

If your child is late arriving to school and/or is returning to school from an appointment, please sign them in at the office prior to them returning to class.

SAFE ARRIVAL ATTENDANCE PROCEDURES

Reporting Student Absences

Student safety is of paramount importance at the Vancouver School District. Ensuring student safety is a shared responsibility. In order to assist the school, we ask parents to notify the school of student absences.

If your child will be absent from school, please phone the school to report this absence as early as possible. Parents should leave a message on a dedicated answering service by calling 604-713-5159 and using Code 66. Messages will be received before the office is open.

School offices are busy places: consistently notifying the school in advance of your child's absence will significantly improve the efficiency and effectiveness of the Safe Arrival Morning Routine.

To Report Your Child's Absence – Please call **604-713-5159**, Code **66** **prior to 9 am**, on the first day of the absence. Thank you for helping us keep your children safe!

STUDENT MEDICAL ALERTS

If your child has a life-threatening medical alert, please report the necessary information to the office immediately and your child's teacher. The school also requires a copy of your child's medical plan, if they have one, along with non-expired medications or EpiPens. Please contact Ms. Chang and Ms. Breen, in the office, at 604-713-5408 to arrange for drop off of any

updated items.

STUDENT VERIFICATION FORMS/PACKAGE

September is a time when schools require a substantial amount of paperwork from families. Please watch for a package containing a variety of important forms that will be sent home on Wednesday, September 21<sup>st</sup> with each student. The package includes: Verification Form (one per student), Emergency Student Reunification Authorization Form (yellow -one per student), Annual Parent Consent Form for Local Activities (formerly known as the Neighbourhood Walk Consent Form – one per student), Canadian Anti-Spam Legislation (CASL) Form (one per student), Personal Information and Media Consent Form (one per student), Acceptable Use of Technology (AUP) Form (one per student). All school fees can be accessed online. If you are having difficulty logging on or signing up, please contact the office for help. The package also contains a PAC contact form sent on behalf of the PAC.

It is most important that you review these forms very carefully and ensure that information is correct and up to date. Please ensure that you have supplied the required contact numbers so that we can reach you in the event of an emergency. **Please return your completed package to your child's teacher by Monday, September 26<sup>th</sup>.**

QUEEN ELIZABETH CODE OF CONDUCT  
Cooperation, Courtesy, Care ~ for Self, for Others, for the Environment

**At Queen Elizabeth, we respect the rights and safety of: Self, Others and the Environment** Queen Elizabeth's **Code of Conduct** aims for all individuals to show respect for and consideration of others while creating and maintaining a safe, kind and inclusive school community. A copy of our Code of Conduct is posted on the school website <http://queenelizabeth.vsb.bc.ca> and in your child's agenda. Please review it with your child. All teachers have been reviewing the same Code in classes this week and will continue to do so throughout the year.

OUTSIDE PLAY ~ RAIN OR SHINE

As a reminder, as the weather starts to turn cooler and wetter, please ensure your child comes to **school dressed for the weather (rain jacket, rain boots).**



**All recess and lunch playtime will be outside “rain or shine”.** Please send a change of clothes including underwear, socks and inside shoes in the event your child gets very wet playing in puddles! Children tend not to worry about the weather and find fun things to do regardless of the rain! Please continue to support your child by encouraging them to enjoy the outdoors with their peers regardless of the weather.



All of your child's belongings should be clearly labelled including their water bottles, containers and lunch bags/boxes.

TERRY FOX RUN

This year marks the 42<sup>nd</sup> Anniversary of Terry Fox's Marathon of Hope and we are excited to share that Queen Elizabeth will be proudly supporting this cause to raise funds for cancer research. Let's all use Terry's message of hope and strength to inspire us during these challenging times.

To keep Terry's dream alive, we are also asking that **any donations you are able to make be made online**. Our goal is to raise \$800.00 for cancer research. To help support safety measures in all schools, the Terry Fox Foundation has created an online fundraising page for our school as well as provided classroom/individual “Terry” activities. Here are some of the ways you can support your child for this year's Terry Fox event:

1) **Donate online at:** <https://schools.terryfox.ca/QueenElizabethElementary>

- Click the link above to donate or search for our school name at terryfox.org
- There is no minimum donation, every dollar counts!
- Receipts are issued immediately to donors by email

2) **Set up a [student fundraising page](#)**

- Students are encouraged to set up a page under their school name
- Students can fundraise by sharing their link with family and friends
- All student logins and links are private and secure

Thank you in advance for your support of our Terry Fox Run. Together we can and will make a difference.

ORANGE SHIRT DAY

Friday, September 30<sup>th</sup> is **Orange Shirt Day – Every Child Matters**, Canada's National Day for Truth and Reconciliation. Orange Shirt Day is a day when we honour the Indigenous children who were sent away to residential schools in Canada and learn more about the history of those schools. The date is symbolic because September 30<sup>th</sup> falls during the time of year when children were taken away to residential schools.



“The “orange shirt” in Orange Shirt Day refers to the new shirt that Phyllis Webstad was given to her by her grandmother for her first day of school at St. Joseph’s Mission residential school in British Columbia. When Phyllis got to school, they took away her clothes, including her new shirt. It was never returned. To Phyllis, the colour orange has always reminded her of her experiences at residential school and, as she has said, “how my feelings didn’t matter, how no one cared and I felt like I was worth nothing. All of us little children were crying and no one cared.”

We are asking students and staff to wear orange to school on Thursday, September 29<sup>th</sup>. If you don’t have an orange shirt, anything orange is perfect. You can even cut a piece of orange paper and pin it on your shirt. Let’s see if Queen Elizabeth School is a sea of orange on the 29<sup>th</sup>.

STUDENT THREAT RISK ASSESSMENT PROTOCOL

Notice to our students and parents/guardians/caregivers

The Vancouver School District and our community partners are committed to having safe, caring and inclusive schools. In the event, that a student makes a threat of violence or harm to other students, staff or the school community the school will initiate the VSB student risk threat assessment process.

To review more details on the Student Threat Risk Assessment Protocol and the complete publication visit Queen Elizabeth’s website. Go to *Guidance and Support* and click on the link VSB Student Threat Risk Assessment Process.

SCHOOL CASH ONLINE

The Vancouver School Board now has School Cash Online at **Queen Elizabeth Elementary** as its preferred method of payment for all school fees, including everything from field trips to yearbooks. This secure system helps parents/guardians and community members pay school-related fees safely, quickly and easily online.

The system puts all of the school fees available to your student online for purchase, keeping you informed of your child’s activities and needs. We will post items through the system and assign the relevant fees to your child. You can then choose to purchase these fees online with one of three different methods, including credit cards. You can also stay informed and keep track of which school fees require your attention. The system strictly adheres to Canada’s privacy and anti-spam legislation and meets the latest industry standards for payment security.

If you have not already done so, please take time to register now – a simple process that takes only a few minutes – by visiting <https://vsb.schoolcashionline.com> or visiting the VSB website at <http://www.vsb.bc.ca/online-payment> and following directions to the School Cash Online page. You will need your child’s usual first name, last name and birth date to register.

To receive email notifications of upcoming fees, please select “YES” and check the box indicating “I want to receive email notifications for new fees assigned to my student and updates on school-related activities.” Should you encounter any difficulties, you can use the parent help desk at **1(866) 961-1803** or by visiting [schoolcashionline.com/Home/Support](https://vsb.schoolcashionline.com/Home/Support).

ALLERGY/SCENT AWARE

Queen Elizabeth School is “allergy-aware” and “scent aware”! We have students and/or staff in the school that do have life-threatening allergies to certain foods (peanuts, seafood/fish, tree nuts, scents). People with a severe food allergy must not eat even tiny amounts of the food that cause them to have an allergic reaction. A severe allergic reaction can come on quickly and this can occur if the person is simply in the same room as the allergen. To help reduce the risk of an accidental exposure, please **do not** send snacks containing peanuts, seafood/fish or tree nuts. Also, please remind your child not to share food, drinks or eating utensils with others. If your child does have an allergy, please help them to ensure their own safety by teaching them not to share food with others at school. We cannot guarantee a nut-free/scent-free environment, but we can all do our part to help one another.

EMERGENCY PROCEDURES

Each year, Vancouver schools review emergency procedures with students. Throughout the school year, we will have numerous emergency-situation practices (fire, earthquake, hold and secure, shelter in place and lockdown). For your information, if you arrive at school and there are signs on the doors that state “Hold and Secure”, essentially, it means that there is an incident occurring in the neighbourhood that is deemed a risk to the community. We keep exterior doors to the buildings locked and do not allow staff or students to leave the buildings until the risk has passed. We also have a procedure known as “Shelter in Place”. This is when the school is locked for an environmental concern such as a chemical spill or something more simple such as coyotes on the playground. Finally, a full “Lockdown” would be initiated in the unlikely event of a threat occurring directly on the school grounds or in the building. In the event, there is no sign on the door and all staff and students would be secured behind locked doors until police deem it to be safe to leave the school.

In the case of an emergency where we are unable to keep students at Queen Elizabeth Elementary, parents should be aware that our offsite emergency evacuation centre is Lord Byng Secondary 3939 West 16<sup>th</sup> Avenue, Vancouver, BC.

For more information about school emergency procedures, please speak to your child’s teacher.

SCHOOL VOLUNTEERS

Volunteers contribute to and enrich our school community. We value and appreciate your gift of time. All parents and other adults who will be volunteering in the school on a regular basis and/or who will be working alone with students at any time are required

to have a VPD criminal record check completed and must sign a Volunteer Conduct Agreement Form. The school will provide volunteers with a letter to take to the police station, in order to receive a reduced rate for the criminal record check. Once the criminal record check has been completed, please return it to the office.

If you are volunteering to drive students to and from a field trip or sporting event, you must fill out a Volunteer Driver's Liability Form and sign the Volunteer Conduct Agreement Form. Please note, you must have a valid BC driver's licence with no infractions within the past two years. In addition, you will need to have the school office verify your driver's licence number prior to the Principal signing the driver's form. To ensure you are able to drive before an event, please arrange to have the documents verified and signed a few days before driving.

### VSB DOG POLICY

Dogs are not allowed on the school grounds, playfields or in the school at any time between the hours of 8:00 am – 5:00 pm and during other organized school events outside of these hours unless they are service dogs. Please take some time to review the VSB's Dog Code, posted on the bright green signs on the fences which includes more detailed information.

Our school grounds and buildings are very active places with many children playing and moving about. Some children are afraid of dogs and/or allergic to them. School age children may put themselves at risk without thinking and get hurt by a dog. Unfortunately, dog feces have been left on our playgrounds, which is a concern for our students' safety and hygiene when they engage in healthy outdoor play and as you can imagine it creates unpleasant odours. Allergic reactions, unhygienic situations arising from pet feces, and the possibility of unpredictable aggression contribute to the School District's decision to prohibit dogs in/on school properties during the school day.

Thank you for your cooperation and for making our school grounds and playfields safe for all our students.



### The FAMILY ACCIDENT REIMBURSEMENT PLAN (FARP)

The kids plus student accident insurance program has changed and is now called The Family Accident Reimbursement Plan (FARP). This coverage is still provided by Industrial Alliance and is a voluntary plan which offers coverage for students and their families against accidental injury, unexpected medical expenses and critical illness. The Family Accident Reimbursement Plan is ideal for supplementing costs not covered by provincial health insurance or existing employer extended health and dental plans. Families can register online to participate in the Plan by using the URL provided here: <https://www.solutionsinsurance.com/aonbc>

If any of families have questions about the program, they can contact Industrial Alliance directly using the following contact information:

Phone: 1.800.266.5667

Email: [solutions@ia.ca](mailto:solutions@ia.ca)

### PAC NEWS

The PAC serves as a bridge between parents, the school and the community. Every parent or guardian of a student enrolled in the school is automatically a member of the PAC and can vote on issues that come up. Further, parent involvement as volunteers is essential to the PAC being able to run programs in the school for our children.

Please sign up for the mailing list on the home page of our website, [www.qepac.ca](http://www.qepac.ca), to stay up to date on all of the programs that the PAC runs, including Hot Lunch and other volunteer opportunities.

Hot Lunch ordering is open on our website now and the **first Hot Lunch day will be Monday September 26th**. In order to receive lunch on this day you will need to order by Sunday September 18th. Ordering after that date will be for delivery the subsequent week(s).

On **Meet the Staff Night, Wednesday September 28th**, the PAC is pleased to work in together with the school to organize a welcome back gathering!

- The PAC will provide light refreshments (chips, cookies, granola bars, sparkling and still water).
- Location – courtyard area (weather permitting) or undercover area
- Come and meet the PAC executive and catch up with QE families
- All students must be accompanied and supervised by a parent/guardians

Our first meeting and **AGM is scheduled for Thursday, October 6, 2022** at 7 pm in the library. Further details will be posted on [www.qepac.ca](http://www.qepac.ca) and sent to the PAC mailing list closer to the date.

Welcome  
Back!