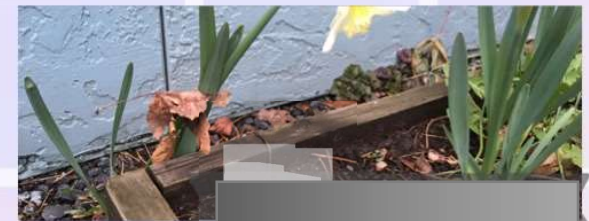


Roberts Annex Handbook and Calendar 2021 — 2022



Principal: Sean Marlyn

Vice-Principal: Elyssa Derban

Office Administrative Assistant: Andrea Mullin

Office Hours: 8:30am – 3:30pm

Due to the current global pandemic, dates, events and schedules in this calendar are all subject to change.

For the most up to information, please check the school website at

<https://www.vsb.bc.ca/schools/roberts-annex/Pages/default.aspx>

Supervision Starts	8:40 am
Welcome Bell	8:55 am
Morning Classes Begin	9:00 am
Recess/Snack break	10:40 am
Classes resume	11:00 am
Lunch Break	12:05 pm
Afternoon Classes Begin	12:52 pm
Classes End	3:03 pm

School Mission Statement

Together with the home and community, Roberts Annex Elementary is committed to supporting engaged learners, caring communities and an inclusive school environment which values diversity and the individual potential of each student.

School Code of Conduct

Keeping Our School Safe, Healthy, Happy and a Productive Place to Learn At Roberts Annex We Take Care of Each Other.

We learn to be Safe, Helpful and Polite....Caring and Sharing...Respectful and Responsible

Roberts Annex's full Code of Conduct is available under Guidance and Support on our school website.

Parents/Guardians are their children's first teacher and the strongest role models for positive and appropriate behaviour. The purpose of this code of behaviour is to establish and maintain a safe and caring environment with clear expectations and responsibilities.

School Story

Roberts Annex was opened in 1972. Located in the heart of Downtown Vancouver adjacent to Nelson Park, Roberts Annex has a population of about 140 students including English Language Learners (ELL), students with Ministry designations and students of Indigenous heritage. Roberts Annex families are from a variety of cultural backgrounds; valuing and celebrating their diversity is one of the main foci of the school community. As a school we acknowledge and celebrate the fact that we live, work and play on the unceded and traditional territories of the Coast Salish peoples - *the x^wməθk^wəyám* (Musqueam), the *skwxwú7mesh* (Squamish) and the *selílwitulh* (Tseil-Waututh) nations.



Educational Program

Roberts Annex teaching staff provide instruction in the following curricular areas: English Language Arts, Mathematics, Social Studies, Science, Arts Education, Career Education, Applied Design, Skills and Technologies, and Physical & Health Education. In addition, Roberts Annex is a part of the Collaborative Early Intervention Initiative for literacy. As well, students learn and self-assess on the Core Competencies which include: Communication, Creative Thinking, Critical Thinking, Positive Personal & Cultural Identity, Personal Awareness & Responsibility, and Social Responsibility.

The curriculum identifies "Big Ideas" and "Curricular Competencies" at each grade level. These outcomes serve as guidelines for what is to be taught to the majority of students. The Ministry of Education has also established Performance Standards for students in reading, writing, and numeracy. Parents who wish to, may obtain more information on all of the above (and much more) by visiting the Ministry of Education website - <https://curriculum.gov.bc.ca/>.

Reporting Student Progress

As part of the Vancouver School Board's Communicating Student Learning (CSL) reporting, teachers will issue two formal written reports during the school year, in January and June.

Teachers will also provide at least three other communications of student learning which may take the form of goal-setting or student-led conferences, or other informal communications.

For more information regarding CSL visit [www.vsb.bc.ca/Student Learning/Assessment Reporting](http://www.vsb.bc.ca/Student_Learning/Assessment_Reporting)

Safe Arrival

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 schools, we ask parents to notify schools 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 school code 71**. 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 school code 71 as soon as you know your child will be absent.

What to do if your child is sick?

In line with recommendations from the Provincial Health Officer, parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease before sending them to school. Staff and students who are ill will not be permitted to attend school. If you think your child may be ill, call 811, use the online assessment tool (<https://bc.thrive.health/>) or consult with your family doctor for guidance. In addition, all members of the community should stay home if they are sick for the safety of others.

Children who become ill at school **must** be picked up by a parent or designate as soon as possible. Please keep your list of emergency contacts up to date with the office. If your child is sick the night before school, please keep him or her at home until the illness has passed, as per the Centre for Disease Control guidelines.

Student Sign In and Sign Out Procedures

If a student arrives in their classroom after their teacher has taken attendance, both in the morning or after lunch, the student **must** check in at the office to be marked Present.

If you need to pick up your child during the school day, please ensure that you let their teacher know so we can prepare the child for pick up. Restrictions and limitations to support school cleaning, physical distancing and density thresholds may result in changes in public and/or community access to school buildings and grounds. We ask that parents remain outside to wait for their child.

If you do not sign out your child, they will 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. Thank you for helping us keep your children safe.

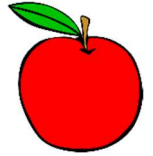
Regular Attendance is Important

The Vancouver School Board believes regular school attendance supports student engagement and achievement. School principals, in setting procedures for student absences and excuses, will accept students' absences as excused if they are for necessary and important reasons. Extended absences for travel are not considered excused. Extended absences are disruptive to not only the absent student's educational programming but to other students' and teachers' as well. Teachers are not expected to provide extra work or give extra time for assignments missed due to vacation. Families should also be aware that unauthorized absences of prolonged duration could result in forfeiture of their child's space at school. Please report all extended student absences to the school office.

Communication

Please make sure the school has **all contact information up to date in case of emergency**. If you move or have new phone numbers, please inform the office. Check the school website for current information about the school. The website calendar can be synced with your home calendar. Most communication is sent home via email.

Healthy Lifestyle



To promote healthy eating and healthy living, we will participate in the BC School Fruit, Vegetable and Milk Nutritional Program as available. Our students are given the opportunity to sample and taste different types of seasonal BC grown vegetables and fruits.

Allergy Awareness

In accordance with the VSB's Administrative Procedures regarding anaphylaxis, Roberts Annex Elementary is an 'allergy aware' school. The school community is encouraged to be mindful of students', family members' or staff members' potentially life-threatening allergies when sending food items to school.

Medical Alert



Parents/Guardians should ensure that the school is informed of any medical conditions which may require emergency response. This includes allergies, asthma, seizures, etc. This information is kept on file at the school and provided to all staff on a Medical Alert Flyer.

When a child needs to take medication at school, District procedures must be followed. Parents/Guardians should contact the office if your child is required to take medication at school.

Visitors

All visitors must sign in at the office and wear a Visitors badge while on school grounds. Current restrictions and limitations to support school cleaning, physical distancing and density thresholds are currently in place. Public and/or community access to school buildings and grounds is restricted to emergencies or by appointment. Please contact the office for more information.

Parking, Drop-off and Pick-up



ROBERTS ANNEX'S PARKING LOT IS FOR STAFF USE ONLY. Parking is available on the streets around the school. Students, staff and visitors are encouraged to consider Active Travel options such as walking, biking and rolling for getting to and from Roberts Annex. Walking, cycling and rolling benefits students, the community and the environment. Those who must drive to and from school are encouraged to consider parking several blocks away and walking the remaining distance.



Recess, Lunch and After School Play

Special Notice

As part of the Vancouver School Boards efforts to protect the health and safety of staff and students, information here may change to accommodate increased need for physical spacing and to reduce the density of students. Please continue to monitor school communications and the school website for the latest information regarding school start, end times, breaks as well as supervision periods. The following times are based on an approximated schedule.

Before School

Morning supervision at Roberts Annex begins at 8:40am. Students should not arrive at the school before 8:40am unless attending a practice, club or program with a supervising teacher or coach. When awaiting the start of class (typically 9am), students and families are expected to remain outside of the school building.

At Recess

As fresh air, exercise, and play are all key to healthy development, students will play outside with their friends for the 15-minute recess break. We are lucky to live in an area of the world where we do not experience extreme weather conditions. Vancouver's climate is a mixture of rain, sun and sometimes snow. It is expected that all students come dressed for the weather in clothes and outerwear that will protect them from the elements. Students should keep a full set of extra clothing at school at all times. Only in the event of very heavy rain or extremely cold temperatures will students be permitted to stay indoors for recess and lunch breaks. Students who choose to play outdoors, and are properly dressed, will be allowed to play outside even on "indoor" days. Decisions about whether it is an "inside" or "outside" day will be made by the principal or designate. Students who are too ill to go outside should not be at school.



At Lunch



At Roberts Annex, some students eat before and others eat after lunch, depending on the class. Upon dismissal, students will be sent outside to play on school grounds with their peers. We strongly recommend that students stay at school for lunch as this encourages the building of healthy relationships and problem-solving strategies through play. If you must take your child home for lunch, please ensure that an adult is signing them out and signing them back in at the office.

After School

Parents are to **arrive on time at the end of class (typically 3pm)** - to pick up their children or make alternate arrangements such as after school care. If someone else is picking up your child, please let the office know.



Mobile Phones & Other Devices at School

Students are strongly encouraged not to bring mobile phones to school. Families who need to contact their child are asked to call the school office. Students can ask to use the office phone to contact their families in urgent situations. The office phone is **not** for arranging play dates.

Families who would like their child to have a phone with them for the commute to and from school are reminded students are expected to turn their phones off and store them in their backpacks while at school. Students should not have their phones or other devices on their person during school hours, including recess and lunch.




Students and families will be reminded regularly of this policy. Repeat contravention of this policy may lead to confiscation of a phone or device. Confiscated phones or devices will be kept at the school office and only returned to a parent or guardian.

Toys & Other Student Valuables at School

Students are strongly encouraged not to bring toys, cards, collectibles, technology and other valuable items to school. School staff cannot be responsible for belongings that are lost, damaged, traded, etc. in addition, staff are working hard to maintain clear surfaces for ease of cleaning. On occasion, students may be asked to bring items to school for use in classroom or school activities. These items should remain safely in students' backpacks when not in use for the requested activity.

WELCOME BACK!

September 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 Labour Day	7 <i>District-wide Anti-Racism Training Day (No school for students)</i>	8 School opens Grades 1 -3 9:00 – 10:00am	9 New Kindergarten First visits 30 minute sessions	10 Kindergarten Group 1 9:00 – 10:00am Group 2 1:15 – 2:15pm Conversations with Families 11:00- 12:00, 2:00-3:00	11
12	13 Kindergarten Group 2 9:00 – 10:30 Group 1 1:15 – 2:45	14 All Kindergarten attend 9:00 – 11:00 *students bring a water bottle and snack K Conversations 11:30-3:00pm	15 All Kindergarten attend 9:00 – 1:00 *students bring a snack, water bot- tle and lunch PAC Meeting 6:30pm - 7:30pm	16 All Kindergarten first full day 9:00 – 3:00 *students bring a snack, water bottle and lunch	17 	18
19	20	21	22	23 Terry Fox Run	24 <i>Professional Development Day (No school for students)</i>	25
26	27 Yom Kippur	28	29 Orange Shirt Day observed School Supplies Fees \$35 due today	30 Orange Shirt Day		

October 2021



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Photo Day 	5	6	7	8	9
10	11 Thanksgiving <i>School Closed</i> 	12	13	14	15	16
17	18	19	20 PAC Meeting 6:30pm - 7:30pm	21 The Great BC Shake Out 10:15am	22 <i>Professional Development Day (No school for students)</i>	23
24/31	25	26	27	28	29 Hallowe'en Parade 11:00am 	30




November 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Kindergarten 2020 Registration Starts	2	3 CSL Conferences Early Dismissal 2pm	4 CSL Conferences Early Dismissal 2pm Diwali	5	6
7	8 Photo Retakes	9	10 Remembrance Day Assembly 11:00 am 	11 Remembrance Day NO SCHOOL 	12	13
14	15	16	17 PAC Meeting 6:30pm - 7:30pm	18	19	20
21	22	23	24	25	26 <i>District Indigenous Focus Day</i> (No school for students)	27
28	29	30				



December 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9 Eve of Hanukkah 	10 First day of Hanukkah	11
12	13	14	15 PAC Meeting 6:00pm - 7:30pm Last day of Hanukkah	16	17 LAST DAY OF SCHOOL	18
19	20	21	22	23	24	25 Christmas Day 
26 Boxing Day Kwanzaa begins	27	28	29	30	31	

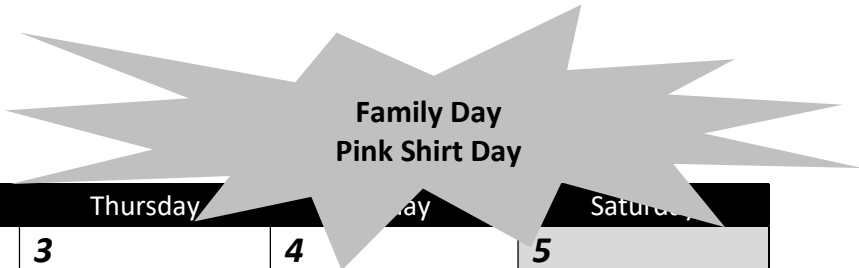
← Winter Holidays →

January 2022



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4 <i>Back to School</i>	5	6	7	1/8
9	10	11	12	13	14	15
16	17 <i>Professional Development Day</i> (No school for students)	18	19 PAC Meeting 6:30pm - 7:30pm	20	21	22
23	24	25	26 Communicating Student Learning Written Reports go home	27	28	29
30	31					




February 2022



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 	15	16 PAC Meeting 6:30pm - 7:30pm	17	18 Professional Development Day (No school for students)	19
20	21 Family Day  NO SCHOOL	22	23 Pink Shirt Day 	24	25	26
27	28					



March 2022



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9 PAC Meeting 6:30pm - 7:30pm	10	11 LAST DAY OF SCHOOL	12  <small>©Ron Leighton - Illustration.com/134863</small>
13 	14	15	16	17	18	19 Nowruz Persian New Year
← SPRING →						
20	21	22	23	24	25	26
← BREAK →						
27	28 BACK TO SCHOOL 	29	30	31		

April 2022

Communicating Student Learning (CSL)
Conversations

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11 Ramadan Begins 	12	13 Vaisakhi	14	15 Good Friday	16
17 Easter Sunday 	18 Easter Monday	19	20 PAC Meeting 6:30pm - 7:30pm	21	22	23
24	25 Professional Development Day (No school for students)	26	27 Communicating Student Learning 2:00 Dismissal	28 Communicating Student Learning 2:00 Dismissal	29	30

May 2022



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5 <i>The BIG ONE @ 2pm Earthquake Drill</i>	6	7
8 Mother's Day	9	10	11 Eid ul Fitr begins	12	13	14
15	16	17	18 AGM PAC Meeting 6:30pm - 7:30pm	19 <i>Spring Musical</i> 	20	21
22	23 NO SCHOOL  <i>Victoria Day</i>	24	25	26	27	28
29	30	31				

June 2022



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 <i>(Proposed)</i> SPORTS DAY (morning)	4
5	6	7	8	9	10	11
12	13	14	15 PAC Meeting and Celebration 6:00pm - 7:30pm	16	17	18
19	20 National Indigenous Peoples Day	21	22	23	24	25
26	27	28 Communicating Student Learning Written Reports Go home	29 LAST DAY OF SCHOOL	30 Administrative Day NO SCHOOL 		



Your PAC (Parent Advisory Council)

As a Roberts Annex parent, you are a PAC member!

The PAC functions as the collective voice of all parents at the school.

We meet the third Wednesday of every month.

Our meetings last for one hour and usually begin at 6:30 p.m. Please refer to the school calendar for details.

Join us! At each meeting, you can offer input or simply listen to the discussions. You will find it is an excellent way to connect with other families and become involved in the school community.

Pre-COVID, we met in the school Library (with free supervised playtime in the gym during the meeting).
Since then, we have had success with virtual meetings over Zoom.

To receive the latest PAC information, please sign up to receive our emails:
Email LordRobertsAnnexPAC@gmail.com and ask to be put on our mailing list.

For more information, visit:

School website: <http://go.vsb.bc.ca/schools/roberts-anx/Parents/PAC/Pages/default.aspx>

Facebook page: Lord Roberts Annex Parent Advisory Council

CALENDAR 2021– 2022

Roberts Annex Elementary School

School Operation Overview

Number of Days in Session	186
Number of Days of Instruction	178
Number of Days of Non-Instruction	7 Non Instructional Days; 1 Administrative Day (June 30)

Important Dates

First Day of School for Students	Wednesday September 8, 2021
Thanksgiving Day	Monday October 11, 2021
Remembrance Day	Thursday November 11, 2021
Last Day of Instruction Before Winter Vacation	Friday December 17, 2021
Winter Vacation Period	Monday December 20, 2021-Monday January 3, 2022
School Re-opens after Winter Vacation	Tuesday January 4, 2022
Family Day	Monday February 21, 2022
Last Day of Instruction Before Spring Vacation	Friday March 11, 2022
Spring Vacation Period	Monday March 14-Friday March 25, 2022
School Re-opens after Spring Vacation	Monday March 28, 2022
Good Friday	Friday April 15, 2022
Easter Monday	Monday, April 18, 2022
Victoria Day	Monday May 23, 2022
Last Full Day of Pupil Attendance	Wednesday June 29, 2022
Administrative/School Closing Day	Thursday June 30, 2022

Professional Development and Non-Instructional Days (school not in session)

Tuesday September 7, 2021	In-Service Anti-Racism Training Day
Friday September 24, 2021	Professional Development Day (Date set by school)
Friday, October 22, 2021	Professional Development Day (Province Wide)
Friday, November 26, 2021	Indigenous Focus Non-Instructional Day (District Wide)
Monday January 17, 2022	Professional Development Day (Date set by school)
Friday, February 18, 2022	Professional Development Day (District Wide)
Monday, April 25, 2022	Professional Development Day (District Wide)

Parent Conference Dates

Early Dismissal Times

Wednesday, November 3, 2021	2:00 pm
Thursday, November 4, 2021	2:00 pm
Wednesday, April 27, 2022	2:00 pm
Thursday, April 28, 2022	2:00 pm