



Welcome to the 2021-2022 school year! The Lyn Public School staff is so excited to see our returning students and meet our newest Lyn Lions starting school this year!

We recognize that we have all been on a roller coaster ride over these last 18 months with COVID-19 causing so many disruptions to student learning. We want to thank you for your constant support during this difficult time and assure you that we will be focused on supporting your child where they're at in their learning and do all we can to close the learning gaps for them. We will also be very focused on our students' mental health. We know they are needing those in-person connections with their peers and teachers and need to get back to participating in school activities that are so important to their happiness and well-being. This is why we are hopeful that we will have the opportunity to serve all of our students in-person.

We will do our very best this year to bring back as many 'normal' practices as possible, including field trips, school sports, music and clubs, while following safety protocols. Please take some time to read through this newsletter as well as [The Return to School Guide for 2021-22](#).

I want to send out a special thank you to our hardworking custodial team who worked diligently to clean our classrooms for our students' return among the chaos of construction!

Lyn PS was fortunate to have ventilation and air conditioning installed throughout the school over the summer. This will provide better air quality for our students and staff. This was a big construction project that is still ongoing but it should be completed by September 20th.

Our teachers are readying their classrooms and are eager to see all of their students back in school! On behalf of all staff, I want to wish our Lyn families a warm welcome to the 2021-22 school year at Lyn PS.

Sincerely,
Teresa Polite

Our School Staff for 2021-2022

We want to welcome Mrs. Michelle Hanna to our school. She will be filling in for Mr. Dendy in the Kindergarten A class.

Also, we are happy to welcome Mrs. Stephanie Crain as our newest permanent staff member at Lyn. She will be teaching Gr. 1-6 Health as well as supporting our Kindergarten classes.

Kindergarten A: Mrs. Hanna michelle.hanna@ucdsb.on.ca

Mrs. Roy amie.roy@ucdsb.on.ca

Kindergarten B: Mrs. Crotty christina.crotty@ucdsb.on.ca

Ms. Stadig beck.stadig@ucdsb.on.ca

Grade 1: Mr. McNish jason.mcnish@ucdsb.on.ca

Grade 1/2: Mrs. Shupe andrea.shupe@ucdsb.on.ca

Grade 2/3: Mr. Synnott bradley.synnott@ucdsb.on.ca

Grade 3/4: Mr. McElrea gregory.mcelrea@ucdsb.on.ca

Grade 4/5: Mrs. Bradford christina.bradford@ucdsb.on.ca

Grade 6: Mr. Cross adam.cross@ucdsb.on.ca

Health Teacher: Mrs. Crain stephanie.crain@ucdsb.on.ca

French Team: Mme. Hunt michelle.hunt@ucdsb.on.ca

Mlle. Walker brittany.walker@ucdsb.on.ca

Spec. Ed. Teachers: Ms. Johnston lisa.johnston@ucdsb.on.ca

Educational Assistants: Mrs. Fleming, Mrs. Vandermeer

Principal: Mrs. Polite teresa.polite@ucdsb.on.ca

Office Admin.: Mrs. Miller kayla.miller@ucdsb.on.ca

Custodians: Betty LaPorte and Miranda Casselman

Student Monitor: Mrs. Casselman

Lyn Public School Daily Schedule

9:20 – 9:30	Bus arrival
9:25 – 9:30	Student drop off
9:30 – 12:00	Instruction
12:00 – 12:20	Lunch
12:20 – 1:00	Recess
1:00 – 3:30	Instruction
3:30 – 3:40	Student pick up
3:40	Bus dismissal

Information Related to COVID-19

While we continue to work with our public health unit and the Ministry of Education on the details of our own return to school plan, [including the vaccine policy for staff and students and vaccine clinics](#), here are the main points we want our families and students to be aware of and focus on for the initial return to school.

All students will need to screen for COVID-19 symptoms each day, prior to attending school using the [provincial COVID-19 screening tool](#). The safety of our students is our number one priority at school. When determining if your



child should attend school, please refer to the COVID-19 Screening Tool.

All staff and all students in Grades 1-6 will be required to wear masks while indoors and on student transportation. Students in Kindergarten are encouraged to wear masks, but it's not mandatory. Students are not required to wear masks outdoors. We will endeavor to provide our students with regular mask-free breaks throughout the school day. Kindergarten to Grade 6 students will continue to be in cohorts in class.

My Family Room

If you do not have a *My Family Room* account, please register at www.myfamilyroom.ca. This online account is used by parents to report student absences and receive up to date emails from the board office. It can also be used to submit online forms and pay for hot lunches and field trips for your child. If you do have an account, please log in to your 'My Family Room' account to ensure that cell phone numbers, address and emergency contact information is correct and up to date. This can ONLY be changed by you through your account and is an important way that we connect should we need to reach you during the day. Please take a moment to ensure your contact numbers are correct.

Student Transportation

Visit the [STEO Parent Portal](#) to create an account that provides you with access to enhanced information and features regarding student transportation services including bus stop information. After entering your child's information, you have the option of subscribing to email alerts for transportation delays for your child's route. There is also a STEO app you can download for your phone.

School Supplies

We ask that you send your child with a labelled mask, indoor shoes, backpack, and lunch kit. All basic supplies that your child needs will be provided by the school but your child is welcome to bring their own supplies, too.

*Outdoor play is very important for our students so please send your child with appropriate outdoor gear for inclement weather days and cold weather.

Student Cell Phones and Personal Electronic Devices

All personal electronic devices, which include laptops, cellphones, and any device that can be used to access the internet will not be permitted in the classroom without teacher permission. If/when they are allowed in the classroom, they may only be used for education purposes, special education purposes or medical purposes. Cell phones and personal electronic devices may not be used on the bus or on the playground at any time as students must be supervised when using them (the internet). If these devices are brought to school, the school is not responsible for them if they are lost, damaged or stolen. Students will be required to leave their device at home if they do not adhere to this policy.

Classroom and School Communication

Students will not be using agendas this year for classroom communication. Please ensure you have an account in [My Family Room](#) to communicate your child's absences, late arrivals and early departures under the 'Absence' tab. We ask that you communicate with your child's teacher using school board email or telephone (613-345-1242).

Student Verification Form and Walking Field Trip Form

A paper copy of the student verification form and the walking field trip form will be sent home on the first day. Please sign the walking field trip form and review the information in the verification form, make necessary changes and send it back with your child.

Visitors and Volunteers in the School

At this time, parents and guardians, visitor and volunteers are still not permitted in the school building. We ask that parents and guardians contact the school by telephone if there is an urgent matter and an appointment may be granted at the principal's discretion. If dropping off an item (e.g., forgotten lunch kit) or picking your child up, Mrs. Miller can meet you at the door after you ring the buzzer.

Drop Off Procedure

Supervision on the yard starts at 9:20 a.m. for bus students. Students being dropped off should not arrive before 9:25 a.m. When dropping off your child, pull up to the curb in the bus lane and a staff member will receive your child. Put your vehicle in park and **remain in your vehicle** while your child gets out of **the passenger side of the vehicle** and moves to the school yard where they will join their class. If your child is too young to exit the vehicle independently, you should park in the visitor parking lot and walk your child to the cross walk where a staff member will greet your child and help them across the lane safely. Parents may not go any further.

Pick Up Procedure

If you are picking your child up, we ask that you drive up to the curb in front of the school between 3:30 p.m. and 3:40 p.m. where you will remain in your car. **Do not leave your vehicle.** Continue to follow the cue of vehicles until you are the first vehicle in line and a staff member will identify you and release your child to get into the passenger side of your vehicle. If your child is too young to get into your vehicle and buckle up independently, you should park in the visitor parking lot and wait on the south side of the bus lane at the cross walk for your child. They will be released when the staff see you waiting at the crosswalk.

IMPORTANT: If you are waiting in your vehicle in the bus lane and a bus arrives, you will be asked to pull around the circle and rejoin the line-up of vehicles so that the bus can get by.

We will not release a child if we cannot identify the person picking the child up or if the person is not an emergency contact with pick up approval. We will not be releasing



students early without notice and we ask that you avoid picking up your child during instructional time, if possible. We thank you for your cooperation.

Plans of Care for Life-threatening Medical Conditions including Anaphylaxis and Asthma

The accommodation of students with anaphylaxis or asthma will include the collaborative creation of a Plan of Care by the parent/guardian and school team. We ask that you complete [Life Threatening Medical form and Plan of Care form](#) with your signature as soon as possible and send them to the office administrator electronically. The parent, teacher and principal should communicate regarding the details of the plan. It is important that the school staff is also aware of each student's Plan of Care.

Nut-Free Environment

We do not allow any foods with nuts in the classrooms or common areas. We do not want to put our students with nut allergies in a life-threatening situation because they inadvertently ate a nut product. We ask that you do not send your child with Wow butter or other similar alternatives to nut butter.

Administration of Medication

The administration of prescription and/or non-prescription medication to a student is the responsibility of the student's parent(s)/guardian(s). When possible, please avoid administration of medication during school hours. However, the Board recognizes that there may be exceptional cases where a student must have medication administered during regular school hours.

Prescription Medication: We will administer prescribed medication only with the authorization of a licensed physician. An *Authorization for Administration of Medication Form* must be downloaded from the school website. If your child is seeing a physician, it is a good idea to have a form with you, so that it can be completed when you are there. All medication must be received immediately upon entering the school in a Ziplock bag in the original packaging. All prescription medication must be in the pharmacy bottle with the label on the bottle and include instructions on how/when to administer such medication. The pharmacist medication information sheet should also be provided with the medication. The medication must be delivered to the office, with the signed form. This form will need to be completed for every new school year and/or for each medication which requires administration by the school. Should there be a dosage change for any medication a new form must be submitted.

Non-Prescription Medication: The same form is used, but the column on the right side is completed and signed by the parent/guardian. Medication must be in original packaging, which clearly identifies it. Clear instructions for use must be provided to the office in order for the administration of non-prescription medication.

Snack Program and Hot Lunch Program

We will continue to offer free snacks to our students daily. The method of delivery will be a 'Grab and Go' model and everything will be pre-packaged. We will ensure proper sanitization occurs before and after snacks are offered. We hope to be able to offer a hot lunch program for our students beginning in October. This will depend on the availability of staff to organize the program and parent interest in using My Family Room for online ordering and payment.

Student Accident Insurance

The School Board does **not** provide accident insurance coverage for student injuries that occur on school premises or during school activities. Accidents can and do happen. Some injuries incur medical, dental or other expenses that are not covered by provincial health care or employer group plans. As a parent or guardian, you become responsible for these expenses. We will make available an Accident and Life Insurance Program for students. Participation in such a program is voluntary and the costs are to be paid by the parent or guardian. This program offers a variety of plans and benefits at affordable prices. The insurance agreement is between **you** and **the insurance company**. If you wish to subscribe you can apply directly on-line at: www.insuremykids.com.

SCHOOL COUNCIL NEWS

It is our hope that we can re-engage in school council meetings this year. We are unsure at this time if we will be able to participate in fundraising events. We will start with virtual school council meetings using Microsoft Teams but it is my hope that we will eventually be able to meet in-person at some point this year.

We will communicate the date of the first school council meeting on Facebook. Everyone interested is welcome to attend our meetings.



The school will continue to work with a designated health nurse who will be assigned to our school. The nurse will support us when staff or students test positive for COVID-19 or who have been in contact with someone with COVID-19. They will also support us in understanding and managing the COVID protocols and handling an outbreak.



September 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 PA DAY	2 PA DAY	3 PA DAY	4
5	6 LABOUR DAY	7 First Day of School	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24 Terry Fox School Run	25
26	27	28	29	30		



SEPTEMBER 2021				
M	T	W	T	F
		1	2	3
		PA	PA	PA
4	5	6	7	8
9	10	11	12	13
14	15	16	17	18
19	20	21	22	23
24	25	26	27	28
29	30			

OCTOBER 2021				
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30	31			

NOVEMBER 2021				
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DECEMBER 2021				
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JANUARY 2022				
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31				

FEBRUARY 2022				
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MARCH 2022				
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29	30	31		

APRIL 2022				
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MAY 2022				
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31				

JUNE 2022				
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JULY 2022				
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AUGUST 2022				
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16	17	18	19	20
21	22	23	24	25
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31				

Instructional Days:

First Day of School: September 1, 2021
First Day of School for Students: September 7, 2021
Last Day of School: June 28, 2022
Last Day of School for Students: June 27, 2022

Winter Holiday Break:

December 20, 2021 – December 31, 2021

March Break:

March 14, 2022 – March 18, 2022

Statutory Holidays:

September 6, 2021 - Labour Day
October 11, 2021 - Thanksgiving
February 21, 2022 - Family Day
April 15, 2022 - Good Friday
April 18, 2022 - Easter Monday
May 23, 2022 - Victoria Day

Designated on calendar as **H**

Professional Activity (PA) Days:

Designated on calendar as **PA**

September 1, 2021
September 2, 2021
September 3, 2021
November 26, 2021
February 1, 2022
May 27, 2022
June 28, 2022