

Services/Programming provided at IECA

- Speech Language Pathologist
- School Psychologist
- Mental Health Clinician
- Occupational Therapist
- Guidance Counselor
- Schools Plus
- Resource
- YSF - Youth Services Facilitator
- Math Intervention - Grades 2 and 3
- Math Mentor - Primary - Grade 8
- Reading Recovery - Grade 1 only
- Early Literacy Intervention
- Pre-Primary Program

OFFICE INFORMATION:

Please make sure if your child is taking another bus, he/she will need to fill out a bus pass and have it signed by their parents or guardian.

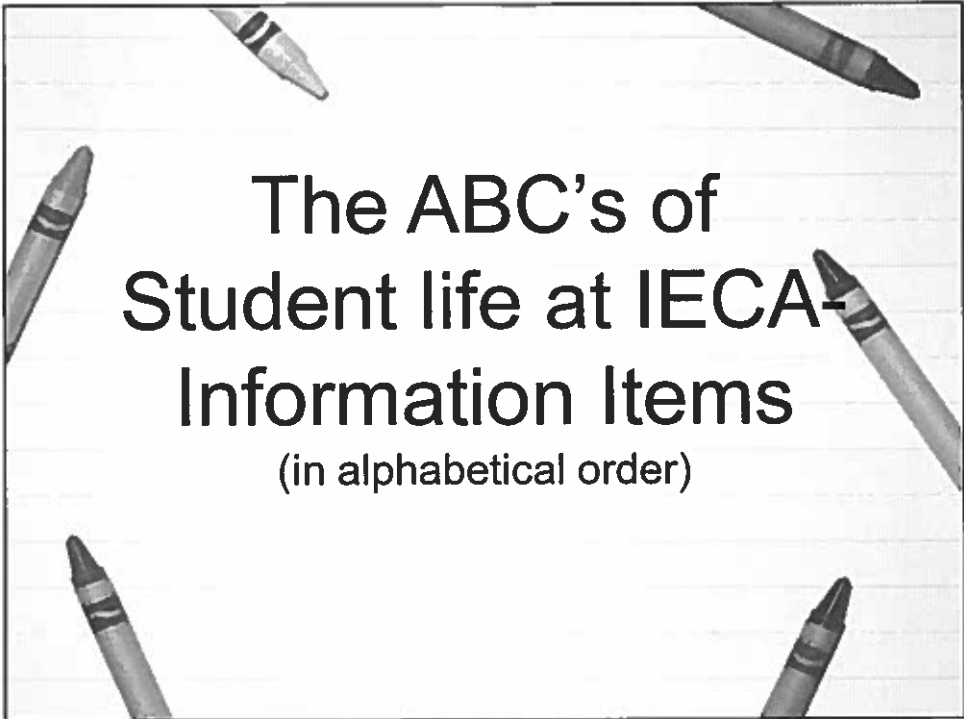
*Bus pass template will be sent home with the September newsletter.

Messages should not be left on a voice mail if you need the information to be received by the end of the day. There are no guarantees it will get to the child.

If there are any changes with pick up at the end of the day please phone or write a note rather than email. Please phone by 2:00pm.

If at any time your child is Sick the classroom teacher will either try and get in touch with you to make arrangements or the office will contact you. We can ONLY contact people that are on the emergency contact list.

It is our goal to provide a safe and caring learning environment for every student that walks into the school. Literacy, Math, Physical Education, and Music is the focus of the P-3 curriculum from the NS Department of Education System.



The ABC's of Student life at IECA-

Information Items

(in alphabetical order)



Absences/ Attendance

- If your child is absent, send in a note or call the office. It will be entered as an excused absence.
- Your child's regular and prompt attendance at school is **CRUCIAL** to his/her success. Most elementary learning activities are group-oriented and involve interaction with classmates. Therefore, it is next to impossible to make up work at home.
- Please view school as a priority, and see to it that your child attends every day except in cases of illness or emergency.
- It is very important that the school office has the most up to date phone numbers in order for the school to make necessary contact in the case of an emergency.
- A new Provincial Attendance policy was drafted last year and will be implemented at a later date this year.

Allergy Awareness



- Inverness has students and staff with allergies to scents, nuts, kiwi, sesame seeds, and shellfish.
- Creating a safe learning environment for all staff and students is vital to us at IECA. We ask that students and parents/guardians be as vigilant as possible in what food products they bring into the school.
- Please check out Board policies or review IECA website in regards to further information about allergies.

Arrival/ Dismissal

Arrival Times

- The school doors open at 8:25.
- School begins at 8:45 am. Children will be marked LATE after this time.
- All parents/guardians must sign into the office upon entering the school.

NEW - The Board has implemented a Safe Arrival Process for Elementary Schools(P-6). If your child is going to be late or absent from school, the parent/guardian is asked to contact the school by email carol.smith@srsb.ca or telephone at 902-258-3700 before 9:30am. An explanation is required.

Dismissal Times

- The school day ends at 2:35.
 - Some students take the bus while many other students walk home.
- Please ensure your child knows where they are going after school, prior to the end of the school day.



The title "Book Bag" is centered at the top of a rectangular box with a white background and a thin black border. The box is decorated with several grey and black pens and pencils scattered around the text. The text is centered and reads: "To help your child carry messages and information to and from school, you are asked to provide a book bag. Most students will be given a Take Home folder for communication from school to home and vice versa. Please have your child remove the notes and papers each day from the Take Home folder to share with you."

Book Bag

To help your child carry messages and information to and from school, you are asked to provide a book bag. Most students will be given a Take Home folder for communication from school to home and vice versa. Please have your child remove the notes and papers each day from the Take Home folder to share with you.

The title "Behavior" is centered at the top of a rectangular box with a white background and a thin black border. The box is decorated with several grey and black pens and pencils scattered around the text. The text is centered and reads: "Inverness Education Centre Academy is a PEBS school. PEBS stands for Positive Effective Behavior System. IECA promotes and rewards positive behavior through various ways: certificates, recognition at assemblies, announcements, verbal praise, and positive phone calls home by principal." followed by a bulleted list: "• In addition, the inappropriate behavior is dealt with in a variety of ways: friendly reminders, explicit teaching, parent communication, office, detentions, behavior adaptations, and behavior IPP."

Behavior

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Birthday Parties

Please notify, organize and make arrangements outside of the school.

Book Orders

- Scholastic book orders will be sent home periodically. This is optional. This is a great way to build your child's home library. Having books at home will instill a love of reading early on for your child.
- Each book order placed with Scholastic earns points that are used towards building the classroom library.

Cafeteria

Cafeteria services are **NOT** available at this time.
The school will notify when and if this changes.

**Please note that students should take their own eating utensils.

Our school breakfast program is run by community volunteers every morning from 8:30 - 8:45. If your child forgot to eat breakfast or simply likes to eat at a later time, this option is available to them. Research has shown the correlation between a good breakfast and improving school performance and concentration.

Microwaves are made available to heat left over food. They are not available for cooking Kraft Dinner or other packaged foods.

Change of Information

- Please notify the office **IMMEDIATELY** if any information changes during the year.(pick-ups, phone #s, addresses, etc.)
- The school **MUST** have a current emergency contact number at all times!

Communication

Communication is an integral part of creating positive and respectful parent/teacher/school relationships. Our main methods of communicating throughout the school year are as follows:

- Parent Portal (7-12)
- IECA Reporting Periods
- Team Meetings
- IECA Student Handbook (P-12)
- Newletters
- Phone calls/Notes/Letters/E-mails
- Alert messages
- IECA Website – <http://ieca.srsb.ca>
- IECA Twitter account – Follow us @InvernessECA
- Media – local radio and newspapers
- Special Events/Open House
- School Advisory Council (SAC) – regular meeting held throughout the year
- School Communication Plan
- Strait Up For Parents – Homework and Class Information
- Teacher Communication Plans – Please check for important information.
- Department of Education and Early Childhood Development –<http://ednet.ns.ca>
- Strait Regional School Board – 902-625-2191 or <http://strait.ednet.ns.ca>
- Inverness Education Centre Academy – 902-258-3700 or carol.smith@srsb.ca
- lisa.maceachern@srsb.ca

Communication Update

- **In accordance with Recommendations #31 of the Report of the Council to Improve Classroom Conditions(April 28, 2017), in an effort to minimize disruptions to student learning and the teaching day, teachers have up to two business days to respond to emails.**

Curriculum

- The Department of Education has revised the Grade P-6 curriculum to create a more streamlined and integrated approach. Social Studies, Science, Health and Art will be incorporated into the daily Math and Language Art instruction.

Homework

- Most elementary teachers assign some homework; usually in the area of Home Reading or mathematics.
- Please refer to your child's teacher communication plan in order to learn their method of communication about homework.
- You can check the Homework policy for each grade on the SRSB website.

How to help primary students at home

Your child is expected to have these readiness skills:

- ☺ Basic colors
- ☺ Counting to 10
- ☺ Printing first name
- ☺ Dress him/herself

Working on these skills would also be beneficial:

- ☺ Reciting the alphabet
- ☺ Shape names
- ☺ Birthday (month & date)
- ☺ Identifying numbers to 10
- ☺ Identifying letter names
- ☺ Tying shoes

Your extra help at home really makes a difference!

Reading with your child nightly promotes a love for reading at an early age and helps your child to become a confident reader.

Home Reading Program

During the end of September or the beginning of October, the children will begin taking home books they will learn to read in their small reading groups. This is wonderful practice to build reading fluency and to reinforce the vocabulary words they've learned.

Depending on the teacher's preference, books will be sent home on either a nightly or weekly basis with a reading log to complete. This is where parents can communicate to the teacher any observations they are making about their child's reading development at home.

This is your child's chance to "show-off" their developing reading skills to parents, relatives and friends! Please keep their books in a safe place and teach them how to be responsible for them.



Illness

The question of when to keep your child home from school is often a difficult one, especially when decisions must be made first thing in the morning. It is important, however, to keep your child home if he/she is ill. This helps to make them more comfortable and prevents others from becoming ill. Children function more effectively in the classroom when they are healthy.



Information

To locate current procedures, policies, Department initiatives etc., you can visit the Strait Regional School Board's website at srsb.ca.

Our school website also contains important information such as calendar, supply lists, staff contact information, newsletters, school events.

ieca.srsb.ca

Literacy/Math Centers

During Literacy Centers, children practice reading and writing skills while the teacher works with individual children or small guided reading groups. The center activities are designed to strengthen various literacy skills.

Many teachers set up Math Centers to allow students work collaboratively and to practice and further develop a variety of math concepts and skills.

Medication

- Any medication that is required to be taken during school hours must be accompanied by a doctor's prescription (label on bottle) as per board policy. It will be administered by staff.
- All medication is kept in the office in a locked cabinet.
- If you require further information in regards to medication please refer to the SRSB medical policy.

Play Based Learning – Early Elementary

- Children make sense of and learn about their world through play. Play is considered to be “children’s work”. As children investigate and experiment with materials and interact with one another through play, they develop skills in problem solving and communication. Playing to learn is a natural pathway through which children grow intellectually, emotionally, socially and artistically.

Questions

If you have any questions or concerns, please do not hesitate to contact the school at (902) 258-3700 to speak to the Principal, Carol Smith, or Vice Principal, Lisa Mac Eachern.

Recess

The children will play outdoors 2 times daily: (10 minutes at recess and 30 minutes at lunch). Please keep this in mind when helping your child to select clothing for the day.

Primary Students - At the beginning of the year, please send along a complete change of clothes for your child which can be kept in their cubby.

Report Cards

Report cards are issued three times each year: November, April, and June. These reports reflect the progress your child has made toward various Grade level outcomes.

-Report cards for Grade Primary will consist of comments in:

Term One: Language Arts and Math only

Term Two/Three: Language Arts, Math, Music and Phys. Ed.

-Report cards for Grades One to Six will consist of Learner Profile, letter marks, and comments.

-Formal Parent Teacher sessions are arranged immediately following these reporting periods.

Scent Reduced Environment

- IECA is a scent reduced environment. We ask that you respect this by refraining from wearing scented products when you visit our school. We also ask our students to refrain from wearing scented products to school.

Sign In and Sign Out

Students who are being picked up early or dropped off late need to be signed in or out at the office. Children will only be permitted to leave the school with a person listed as a contact on the school registration form.

All Grade P-8 buildings in the SRSB are secured. All guests that visit our building will be buzzed in by our secretary.

Staff for Primary – Grade 6

IECA is so lucky to have such a professional, caring, and dedicated elementary staff.

- Grade Primary – Vikki Mac Eachern/Jill Copley
- Grade One – Darlene Mac Lellan
- Grade Two – Charlene Mac Kinnon/Krista Miller
- Grade Three/Four – Ann Marie Lelievre
- Grade Four/Five – Mary Ingraham
- Grade Five/Six – Kelly Mac Donald
- Resource/Early Literacy Intervention – Lorna Mac Donald
- Reading Recovery – Vikki Mac Eachern
- Math Intervention – Lisa Mac Eachern
- Math Mentor – Charlene Mac Kinnon
- YSF/Resource – Iisha Parsons
- Physical Education – Bryan Sutherland
- Music – Neil MacQuarrie
- French – Mary Ingraham, Ann Marie Lelievre, and Robert Lelievre



Please refer to the school website for each grade level supply list.

<http://www.ieca.srsb.ca>

LABEL YOUR CHILD'S BELONGINGS! 😊

Technology

We are fortunate enough to have a computer lab as well as access to laptops and iPads to use in the classrooms. We use a variety of age-appropriate programs that reinforce math readiness and reading skills. Children will work on technology during learning center time.

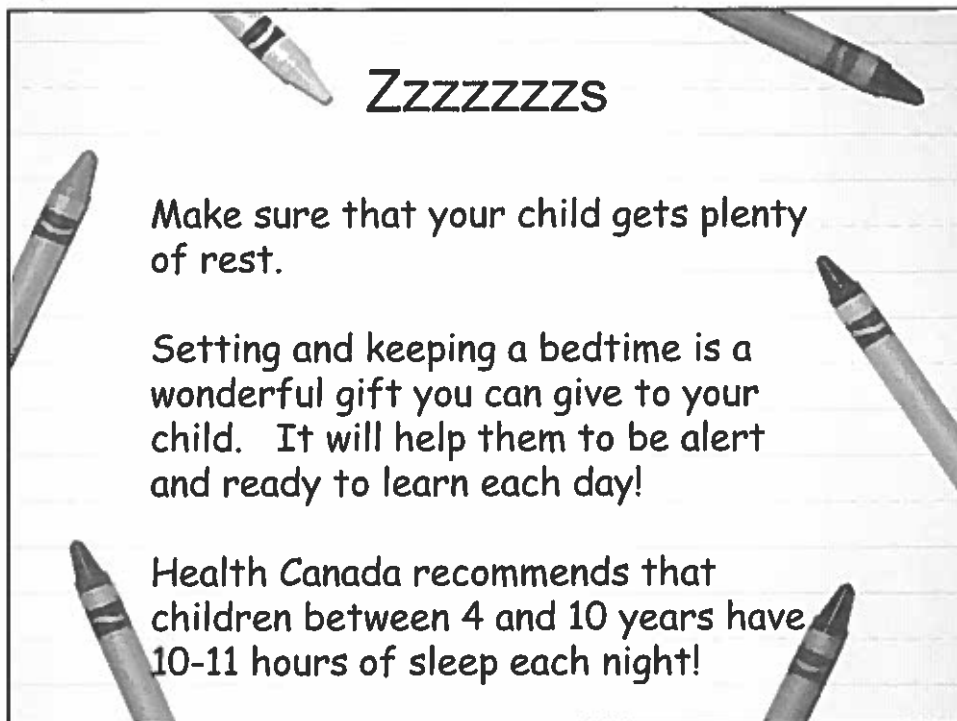
We want to remind all parents that the school is not responsible for lost or damaged personal electronic devices.

Transportation

Bus Passes

If for any reason your child needs to travel on another bus or get off at a different stop, a request containing the following information **must** be sent to the school: **Date, Bus Driver's name and name of the person the child is traveling to stay with.** Without a note, your child will be sent home on their regular bus. Please do not leave a message about a change in bussing on the school's voice mail. We do not always receive messages in time.

Students who have an alternate pick up need written permission (we cannot accept phone calls).



Zzzzzzzz

Make sure that your child gets plenty of rest.

Setting and keeping a bedtime is a wonderful gift you can give to your child. It will help them to be alert and ready to learn each day!

Health Canada recommends that children between 4 and 10 years have 10-11 hours of sleep each night!



How Can I Help?

- Classroom Volunteer
- Breakfast Program Volunteer
- Field Trips
- Sporting Events
- School Wide Reading Volunteer
- Become involved in our School Advisory Council.

****Volunteer forms can be picked up at the office.**

