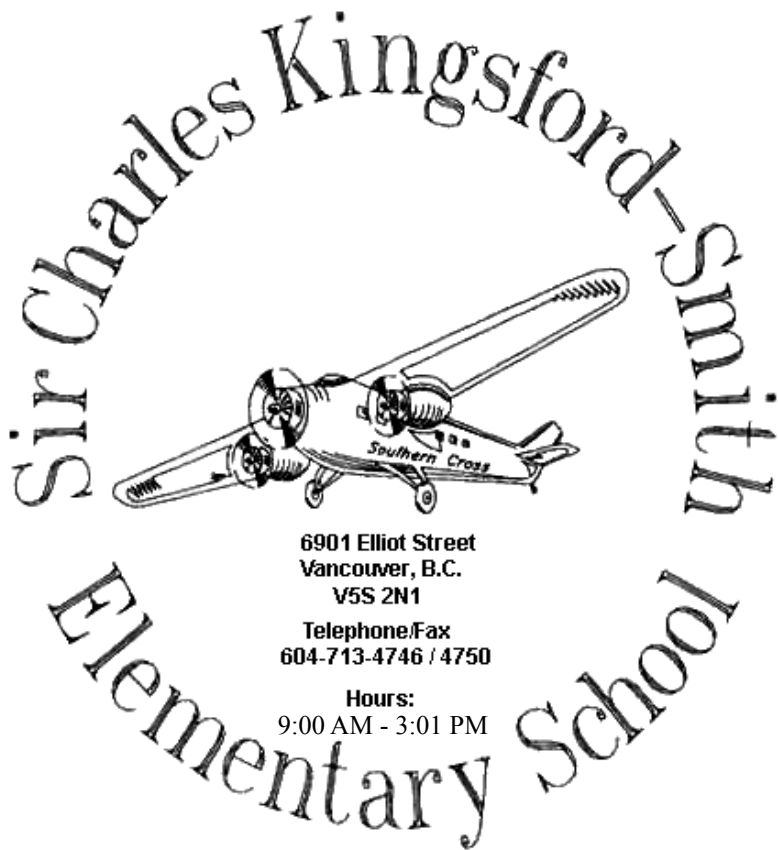


Kingsford – Smith Elementary School



6901 Elliot Street
Vancouver, B.C.
V5S 2N1

Telephone/Fax
604-713-4746 / 4750

Hours:
9:00 AM - 3:01 PM

Handbook 2011 - 2012

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<http://kingsfordsmith.vsb.bc.ca/>

SCHOOL MISSION STATEMENT

Our school’s goal is to provide opportunities for all learners to develop the confidence and skills to think critically, communicate effectively, and foster an appreciation and respect for all members of our school, community and our ever changing world.

VANCOUVER SCHOOL BOARD MISSION STATEMENT

To enable students to reach their social, intellectual, aesthetic, and physical potential in challenging and stimulating settings which reflect the worth of each individual, and promote mutual respect, cooperation, and social responsibility.

SCHOOL PROFILE

Sir Charles Kingsford-Smith Elementary School is located at E. 54th Avenue and Elliott Street in the South East section of Vancouver. We have a very diverse and stable population of 381 students with approximately 48% ESL with the main languages being Cantonese and Mandarin. Staff and students are proud of their accomplishments in academic as well as extra-curricular areas. With an enthusiastic Student Council, students take part in the events and activities of the school. Kingsford-Smith School has high behaviour expectations of our students. The school has excellent staff who work hard to maintain the positive atmosphere and tone of the school. Parents are very supportive of the school and are encouraged to participate in the PAC, volunteer at the school, or engage in conversation with teachers and the principal. The students benefit greatly from the fact that parents truly feel they are partners with the school in the education of their children.

SCHOOL HOURS

8:55 AM First bell
9:00 AM Beginning of Morning Session
10:30 - 10:45 AM Recess
12:15 -1:00 PM Lunch
1:00 PM Beginning of Afternoon Session
3:01 PM - Dismissal

STUDENT EXPECTATIONS

Our behaviour expectations are derived from our school's Code of Conduct:

Take Care of Yourself
Take Care of Others
Take Care of this Place

Students are expected to be respectful, responsible, cooperative, and to act in a safe manner. Staff encourages appropriate and positive behaviour.

DAVID THOMPSON FAMILY OF SCHOOLS

Although students register at both Killarney Secondary and David Thompson, Kingsford-Smith belongs to the David Thompson Secondary "family of schools". Where your child will attend for secondary school depends upon the location and address of your residence.

SUPPORT SERVICES

At Kingsford-Smith School, there are a number of support personnel available to support the academic, social or emotional needs of students. We have access to an Area Counsellor, a Speech and Language Pathologist, a Psychologist and other support personnel as needed. They are all available for consultation.

SCHOOL ORGANIZATION & STAFFING

Principal: Mr. Brian Anderson

Office Staff	Engineer	Custodian
Ms. A. Michelon	Mr. M. Gibson	Mr. E. Han

Div.	Gr.	Teacher(s)
1	7	Mr. P. An
2	6 & 7	Mrs. M. Sheppard
3	6	Mrs. C. Peskett
4	Sr. Communications	Ms. T. Harris
5	5	Mrs. J. Lee/Mrs. J. Leece
6	4 & 5	Mrs. E. West
7	4	Mr. D. Soong
8	3	Mrs. M. Finch-Cowie
9	3	Mrs. Y. Ho/Ms. R. Openshaw
10	2 & 3	Mrs. L. Fraser/Ms. C. Kelly
11	2	Mrs. K. Gessaroli
12	1 & 2	Mrs. B. Adams
13	1	Ms. M. Chow
14	1	Mrs. L. Yu
15K	K	Ms. P. Gill/Mrs. L. Yu
16K	K	Mrs. S. Van Deventer
17K	K	Mrs. L. Billingsley

Resource Staff	Support Staff
Ms. V. Chong, Resource	Ms. L. Bergant, Psychologist
Ms. P. Holder, Spec.Ed. Assistant	Mrs. P. Biela, Area Counsellor
Mrs. S. Jackson, Computers/P.E.	Ms. T. Corcoran, Community Coordinator
Ms. C. Kelly, Teacher/Librarian/Gr. 2&3	Mrs. G. Edworthy, Nurse
Mr. E. Lam, Strings	Ms. L. Guenter, Supervision Aide
Mrs. J.Lee, Resource	Ms. S. Hainsworth, YFW-Comm. Schools Team
Mr. J. MacDermot, Resource	Ms. D. Klingensmith, Speech/Language
Mrs. V. McLeod, Spec.Ed.	Const. K. Parkinson, School Liaison Officer
Ms. K. Manning, Resource	Ms. D. Noakes, Supervision Aide
Ms. R. Robinson, Resource	Ms. C. Matthews, Community Schools Team
	Mrs. L. Zallen, Itinerant Hearing

SCHOOL CALENDAR

Specific Provincial Dates	School Not in Session
School Opening Day	Tuesday, September 6
District Closure Day	Friday, October 7
Thanksgiving Day	Monday, October 10
Remembrance Day	Friday, November 11
District Closure Day	Monday, November 14
Winter Vacation Period	Monday, Dec. 19 to Monday, Jan. 2
School Re-Opens after Winter Vacation	Tuesday, January 3
District Closure Day	Friday, February 3
District Closure Day	Monday, February 6
District Closure Daays	Monday, March 12 to Friday, March 16
Spring Vacation Period	Monday, March 19 to Friday, March 23
Good Friday	Friday, April 6
Easter Monday	Monday, April 9
District Closure Day	Friday, May 18
Victoria Day	Monday, May 21
Last Full Day of Student Attendance	Thursday, June 28
Administrative/School Closing Day	Friday, June 29
Non-Instructional Days/Part Days	School Not in Session
Friday, September 26 - school closed all day	Professional Development Day
Wednesday, October 19 – dismissed at 2:00PM	Goal Setting Conference (CANCELLED)
Thursday, October 20 – dismissed at 2:00PM	Goal Setting Conference (CANCELLED)
Friday, October 21 – school closed all day	Prov. Professional Development Day
Friday, Nov. 25 – school closed all day	Professional Development Day
Monday, January 23 – school closed all day	District Professional Development Day
Friday, February 17 – school closed all day	Professional Development Day
Wednesday, February 22 – dismissed at 2:00PM	Goal Setting Conference (TBD)
Thursday, February 23 – dismissed at 2:00PM	Goal Setting Conference (TBD)
Wednesday, May 9 – school closed all day	Professional Development Day

ABSENT STUDENTS

When you know your child will be late or absent from school (i.e. due to illness, medical appointment, etc.), it is vitally important that the school be notified at 604-713-4746.

If your child is ill, he or she should stay home. The school does not have the facilities for sick children. If students are ill, they are not focussed on their work and would benefit from staying home to recover from their illness. Taking care of themselves is also a good way to take care of others by not spreading germs.

EMERGENCY INFORMATION

Emergency Plans

Should an emergency such as a fire or an earthquake occur, the school has an Emergency Action Plan. All staff are familiar with the process. In an emergency situation, students would be kept at school until picked up by a parent or guardian or a designated adult. The school also has a container with emergency supplies.

Student Emergency Contact Information

At the beginning of the school year, parents are asked to submit a **STUDENT EMERGENCY CONTACT INFORMATION** sheet. It is important that all information is correct and accurate as this may be the only way that the school can contact you or an alternate adult in case of an emergency. Since it is difficult to have translation services during emergencies, your emergency contact person(s) should speak English.

TRAFFIC SAFETY AND PARKING

We realize the convenience of stopping near school entrances when dropping off and picking up your child at the school, but parents are reminded to obey all traffic/parking signs and use designated crosswalks as they are there for everyone's safety. In light of the ever increasing vehicle traffic along streets bordering the school, it is even more important to follow these simple rules:

1. Obey all no stopping/parking zones in front of the school along Elliott St. and along the laneway behind the school by the staff parking lot.
2. Do not use the staff parking lot as a drop-off/pick-up location.
3. Do not double-park and drop-off/pick-up your child on any street.
4. If you must drop-off/pick-up students on streets bordering the school, please use E.54th Ave. (Elliott St. to the laneway to the west of the school), Elliott St. (north of the marked crosswalk on E.52nd Ave. to the bus stop to the north), E.52nd Ave. (Elliott St. to the laneway to the west of the school), or better yet, park on less congested adjacent roads to the school and walk your child to and from the school grounds.
5. Where possible, use designated crosswalks and teach your child to ALWAYS look (both ways) before crossing any street.

PARENT ADVISORY COUNCIL (PAC)

Meetings

The Parent Advisory Council (PAC) meets the first (or second) Monday each month to discuss school events and activities. Parents are encouraged to attend PAC meetings and participate in PAC events and/or activities as it is an excellent way of being involved with your child's school and schooling. As well, each month our principal updates the community through the PAC on upcoming school news and events for children and parents.

All PAC information will be posted on the PAC Bulletin Board in the main school foyer and on the school website (<http://kingsfordsmith.vsb.bc.ca/>). Please visit regularly and take the time to pick-up meeting minutes and other important information and read notices of upcoming events and activities.

The PAC has a mailbox located in the school office that is checked on a regular basis. If you have any questions or wish to contact the PAC, please leave a message there. If e-mail is more convenient, please send messages to wookenn@gmail.com

PAC Chair: Ken Woo

PAC Treasurer: Eric Seto

PAC Secretary: Sheila Kwan

Home Reading Program: Christine Tak
w/Laura Woo/Jeannette Pernu

QSP Fundraiser: Laura Woo

Angela Aguilar

Campbell's Soup Labels: Debbie Pang

PAC Child-Minding: Colleen Uyeda

Laura Woo

Volunteering

Parents are needed for many PAC sponsored events: book fairs, fund raising, movie night, game night, etc. At Kingsford-Smith school, we welcome parent volunteers. Many parents come to the school to help in the library, classrooms, to assist on field trips, as well as drive students to afternoon games at other schools.

STRINGS

Kingsford-Smith has a very successful strings program. Mr. E. Lam, the itinerant strings teacher, holds classes for 110-120 students from grades 4-7.

DISTRICT PROGRAMS

Kingsford-Smith School enrolls one District Program. We are pleased to have a Senior Communications class with students who are integrated into the regular class programs where possible.

TECHNOLOGY / COMPUTER LAB

Kingsford-Smith School has a full computer lab. Students in grades Kindergarten to 7 receive computer instruction during class time and the lab is open at designated times.

LIBRARY

The school library resource centre is open during the school day from 9:00AM-3:01PM and is often open Tuesday to Friday one half hour before and after school.

FIELD TRIPS / OUTINGS

Field trips and outings are encouraged to enhance classroom experiences in all areas of the curriculum. Some of these are visits to the museum, aquarium, symphony, theatre productions, farms, and camps for grade 7's. **It is the policy of the Vancouver School Board and Kingsford-Smith School that no child will be denied a field trip or outing due to financial hardship. You may contact the school principal to have all or part of the fees waived.**

EXTRA CURRICULAR ACTIVITIES

Kingsford-Smith School has many teachers who volunteer their time for extra curricular activities. Our sports activities include soccer, volleyball, basketball, track and field, cross country running, and badminton. The school also has had intermediate and primary choirs that have participated in school presentations and the Vancouver Choral Festival.

LUNCH AND LUNCHROOM

Students who bring their lunches to school must stay at school and eat in the lunchroom. Students are not permitted to visit other students' homes unless they have permission from parents from both parties. A note from both sets of parents is needed for this request.

BEFORE AND AFTER SCHOOL CARE

This is provided at the school by Spare Time Challenge Club, a non-profit child care society, for children attending Kingsford-Smith, Douglas and Douglas Annex. Programs hours are Monday-to-Friday from 7:30AM to 9:00AM and 3:01PM to 6:00PM. Full-day care is provided on Professional Days and during school holidays. For more program and fee information, visit them before or after school in the lunchroom area or at www.sparetimesociety.org

This publication is a joint effort of the Kingsford-Smith School staff and Parent Advisory Council. All production costs were paid for by the PAC.

October 2011