



Springfield Heights
 505 Sharron Bay
 Winnipeg, MB R2G 0H8
 P. 204-663-5078
 F. 204-668-9285
 Email: shs@retsd.mb.ca
 Twitter: @eshs_RETSD

Principal

Kerry Cressall

Vice-Principal

Carrie Gillis

ÉSHS Lunch Program

shslunchprogram@gmail.com

Skipper Scholars

Before & After School Program

P. 204-396-4203

Little Skippers

Kindergarten Daycare

P. 204-294-1083

Transportation Department

P. 204-669-0202

School Hours

| | |
|------------|-------------|
| Entry bell | 8:55 |
| AM recess | 10:30-10:45 |
| Lunch | 11:55-12:55 |
| PM recess | 2:05-2:20 |
| Dismissal | 3:30pm |

Office hours

8:00am - 4:00pm

In Service Days

Tuesday, October 3
 Friday, October 20
 Friday, November 10
 Friday, November 24
 Friday, February 2
 Friday, March 1
 Friday, March 15
 Monday, April 22
 Friday, June 7

The Springfield Splash



Principal's Message

Welcome to a new school year! I hope that everyone had a good summer break. We are looking forward to seeing all of our returning students and meeting all of our new students and their families.

Our custodial staff worked very hard all summer to prepare the school for the new school year. Teachers have been working throughout the last two weeks preparing classrooms for the students. The secretaries in the office have been busy organizing all of the forms, lists and supplies that are required and have been busy welcoming the new families as they complete the registration process.

We look forward to seeing all students on September 6th when they gather on the playground anxiously waiting for that first bell to ring at 8:55.

Although we will see many parents on the playground before and after school each day, we look forward to being able to see all parents at the Meet the Teacher Night on September 13th. The evening is a time to meet the classroom teacher and other staff, as well as allow the children an opportunity to show their parents around the classroom, and school. During Meet the Teacher, the classroom may be full of families. This is not the right time to ask about student progress. However, if you are concerned about your child's adjustment to the class, do not hesitate to email or call the teacher to discuss your concerns.

We will be sending a student handbook to families soon, but wanted to share important information with families before students arrive.

You will find information about a new initiative, Mindful Start, as well as changes in the times of the lunch hour, staffing changes, and safety information.

On the first day of school, several forms, including the Lunch Program registration form, will be sent home with students. Please be sure to send the forms back as soon as possible.

We know that some students will be bouncing across the playground on that first day of school ready to get started and others will be more hesitant to return. We will welcome all students with a smile and provide each one the support they will need to learn and grow and meet their potential throughout the year. We cannot wait to get started!

We cannot wait to get started!

Kerry Cressall

Your River East Transcona School Division Trustees

Ward 1
 Colleen Carswell (chair)
 204.222.1486
ccarswell@retsd.mb.ca
 Sheri Irwin
 204.223.5079
sirwin@retsd.mb.ca

Ward 2
 Rod Giesbrecht
 204.661.5984
rgiesbrecht@retsd.mb.ca
 Sheri Hanson
 204.915.7313
shanson2@retsd.mb.ca

Ward 3
 Brianne Goertzen (vice-chair)
 204.955.6782
bgoertzen@retsd.mb.ca
 Keith Morrison
 204.795.3357
kmorrison@retsd.mb.ca

Ward 4
 Susan Olynik
 204.661.6440
solynik@retsd.mb.ca
 Brenda Bage
 204.221.2951
bbage@retsd.mb.ca

Ward 5
 Shannon Hiebert
 204.771.8435
shiebert@retsd.mb.ca



Join us for our ...
**MEET THE
TEACHER EVENING**



Come by the school to meet
your child's teacher between
5:00pm - 6:30pm

**Wednesday,
September 13, 2023**



We hope to see you there!



| Staff of École Springfield Heights School 2023-2024 | | | |
|--|-----------------------|---------------------------|-----------------------|
| Teaching Staff | | | |
| Ms. Kozak | Kindergarten | Mme Jorgensen | Grade 4 |
| Mme Kruk | Kindergarten | Mme. Jones | Grade 4 |
| Mme Melanie | Kindergarten | Mr. Hrychuk | Grade 4/5 |
| Mme Kristine | Grade 1 | Mme Brown | Grade 5 |
| Mrs. Busch | Grade 1 | Mme Muller | Grade 5 |
| Mme. Vokey | Grade 1 | Mme. Vokey | Reading Recovery |
| Mme. Guillou | Grade 1 | Mme Guillou | Teacher Librarian |
| Mme Meaghan | Grade 1/2 | Mme Finlay | Music |
| Mme. Jackson | Grade 2 | Mme Courtney | Music |
| Mme Boily | Grade 2 | Mme Buckinx | Phys. Ed. |
| M Kampen | Grade 2 | M Humphries | Phys. Ed. |
| Mrs. Okaluk | Grade 2/3 | M Vielfaure | Guidance |
| Mme Machado | Grade 3 | Mr. Campbell | Resource |
| Mme Kerri | Grade 3 | Mme. Jennings | Resource |
| Mme Koop | Grade 3/4 | Mrs. Wickman | Resource |
| Mr. Lambourne | Grade 3/4 | | |
| Support Staff | | | |
| Mrs. Bouchard | Educational Assistant | Ms. Zaborniak | Library Technician |
| Mrs. Deane | Educational Assistant | Mrs. Small | Educational Assistant |
| Mrs. Dutko | Educational Assistant | Ms. Van Leeuwen | Educational Assistant |
| Ms. Kuzyk | Educational Assistant | Mrs. Willey | Educational Assistant |
| Mrs. Pokrant | Educational Assistant | | |
| Custodians | | Custodial Aides (Evening) | |
| Mr. Ha | Day Custodian | Ms. Klassen | Ms. Wiebe |
| Mr. Pham | Evening Custodian | Ms. Mouseau | |
| Office Staff | | | |
| Mrs. Johnson | Secretary | Mrs. Armstrong | Secretary |
| Mrs. Cressall | Principal | Ms. Gillis | Vice Principal |

STAFFING UPDATES



Mrs. Pauls worked as an educational assistant at Springfield Heights and in the River East Transcona School Division for many years. She retired from her position as an educational assistant in June. In her role, Mrs. Pauls supported students across the school in many different environments. She made a positive impact on so many students. We wish her all the best as she begins her new journey of retirement.

We have also bid farewell to Mme Banman, Mme Nadine, Mme Savard and Ms. Kambo. Each one of them made a positive impact in their time at Springfield Heights. We wish them all the best as they take on new roles this year.



We welcome the following new staff members who are joining us this school year.

- Mrs. Busch will be teaching grade one in the English program while Ms. Finck is away.
- Mr. Lambourne will be teaching Mr. Bender's grade 3/4 class while he is away.
- Mr. Campbell will be joining our student services team as a resource teacher.
- Ms. Kuzyk joins us as an educational assistant.
- Mrs. Johnson will be working in the office as a secretary while Mrs. Weiss is away.
- Ms. Zaborniak will be as a library technician.



We would like to thank all of our families for their support throughout the school year. You supported your child(ren) and the school every day with any requests we had for families. Thank you for helping us provide our students many experiences that led to a successful school year.

Thank You For Helping Reduce The Allergy Risk



We would like to thank you for your help in reducing the risks at school for our students who have life-threatening food allergies. Your support of our request to refrain from sending nuts or products containing them is greatly appreciated. We realize this may have posed some inconvenience for you when preparing lunches and snacks for your child. Eliminating the allergic substances from the classroom is an important part of reducing the risk of a fatal reaction occurring at school, considering the fact that a very small amount of nuts can cause a severe allergic reaction leading to death within minutes.

Thank You For Supporting Fundraising

In the fall of 2022, students went outside on a bright sunny day and participated in a walkathon. With your support, we raised \$8356.01.

The funds from the Walkathon allowed us to purchase:

- Snacks for various events
- Supplies for the Grade Five farewell event
- Supplies for Welcome to Kindergarten event
- Supplies for Global School Play Day
- Supplies for Grade 5 Camp
- Equipment for the snack program
- Carts to store Recess equipment
- Supplies for cookie decorating
- Supplies for Field Day
- Supplies for Field Day
- Skipper mascot costume

We will be using some of the remaining funds to support the purchase of playground equipment as well. Some of the money is set aside to support school initiatives that may require larger purchases.

Look for information coming soon about the 2023 Walkathon.



Parent Committees

Thank you to our Parent Advisory Council who supported many family events, hot lunch for students, staff appreciation and the purchase of equipment for student activities. These parents meet once a month to plan for their work as they support the school community.

Thank you also to our Lunch Program Committee. They worked hard, meeting throughout the year, to oversee the lunch program including hiring staff, purchasing supplies to provide a safe place for children

to spend their lunch hour. Without this program, families would need to find an alternate space for their children over the lunch hour. This committee makes the program happen.

AT OUR SCHOOL

A Message from Parent Committees

Parent Advisory Council

Your ÉSHS Parent Advisory Council would like to invite new members to come to our meeting on September 18th at 6:30pm in the school library. This volunteer committee organises fundraising for our students, plans events, and works with the administration of our school to provide the best opportunities for our children. We would also like to note that we are having our AGM on October 16th at 6:30pm in the school library.

If you are interested in joining PAC, no need to RSVP, please just come to our meeting on September 18th. We are actively seeking new members to join us for the 2023/24 school year.

Thank you, your ÉSHS PAC

A Message from the Lunch Program Committee



WE ARE HIRING
in the ÉCOLE SPRINGFIELD HEIGHTS SCHOOL
Lunch Program

LUNCH PROGRAM SUPERVISORS

This is a daily paid position that occurs for approximately 1 hour and 15 minutes per day, at lunch, supervising lunch recess activity and classrooms with students eating lunch.
Salary for this position is \$17 per day.

Qualifications:

- Have a positive attitude and friendly personality
- Able to work with children and adults in a respectful and professional manner
- Available to participate in professional development programs as required
- Able to work both independently and as part of a team

Responsibilities:

- Be on site daily, during the lunch shift:
 - 11:45am - 1:00pm
- Implement ÉSHS classroom, playground and behavioral policies and directives
- Supervise playground activity during lunchtime recess
- Supervise lunchrooms during lunchtime
- Take student attendance daily at the start of lunch
- Attend daily debriefings with Lunch Coordinator as directed
- Assist students as necessary
- Attend scheduled meetings with school Administration
- Other related duties as assigned

Please send your resume to:
Jessica Lizotte, Co-Chair, ESHS Lunch Committee: jlizotte2010@hotmail.com

Safety Information

The following processes and procedures are put in place to ensure the safety of our students.

Bus Evacuation Drill

On Monday, September 18th, students in the Ladybug Kindergarten class and all Grade 1-5 students will participate in a bus evacuation drill. The Caterpillar Kindergarten class will participate on Tuesday, September 19th.



NOTE FROM THE TRANSPORTATION DEPARTMENT

BUS EVACUATION DRILLS

COVID MEASURES RECOMMENDED AT THE DATE OF EVACUATION DRILLS WILL BE IN EFFECT

The Public Schools Act, P250-R.M. 465/88 R - Pupil Instruction, states the following:

"The school board shall ensure that at least twice in each school year each pupil is instructed in safe school bus riding practices and participates in emergency school bus evacuation drills which shall be conducted at least once during the fall term and at least once during the spring term of each school year."

The River East Transcona Transportation Department has an excellent safety record.

In maintaining this record, we carry out Bus Evacuation programs in all of our schools in the early fall and late spring of each school year.

These practice drills are carried out so that in the event of an emergency, our students can evacuate the bus as quickly and safely as possible.

The safety of our children is of the utmost importance and must be given first consideration.

Thank you for your co-operation.

Custis Basso

Director of Transportation

Fire Drills

We are required to have 10 fire drills per year. During a fire drill we practice exiting the school in a calm and orderly fashion. As the students and staff exit the building, they line up quietly at the back of the school to await further instructions.



Hold and Secure

Each school is required to have procedures in place to use in situations where there is an unsafe situation in the community and we must lock all the school doors and remain inside the school. This is referred to as a Hold and Secure. We are required to have 2 Hold and Secure practices per year. During a Hold and Secure, all entry doors of the school are locked and monitored. All staff and students must remain inside the school. No one can enter and no one can leave. There will be no recess or outside classes. While inside the school, everything continues as usual. **The first Hold and Secure practice will be on September 26th.** Prior to the Hold and Secure, teachers will review procedures with the students.

Lockdowns



Each school is required to have procedures in place to use in situations where students need to be kept in a safe location within the school. This is referred to as a lockdown. We are required to have 2 lockdown practices per year. During a lockdown all classroom doors will be closed and locked, and all students are to remain seated quietly out of sight in the classrooms. Students upstairs, in open areas, will be moved to a secure location. **The first lockdown practice will be on September 26th.** Prior to the lockdown, teachers will review procedures with the students.

Reporting to the Office

Throughout the school day, all doors will remain locked except for the front door. This will ensure that the office staff can see anyone who enters the school throughout the day. Any parent or visitor arriving throughout the day **must report to the office**. If you need to speak with your child or pick them up, the office staff will contact them and have them report to the office to meet you. At dismissal, please meet your children outside at their dismissal door.

Emergency Contact Information

A student data verification form will be sent home with all students on the first day of school. Please be sure to complete the verification form and update all contact information for your child(ren). Additionally, if any of this information changes throughout the school year, please be sure to contact the office to have this information updated. We must have current contact information in case of an emergency.

Indoor AND Outdoor Footwear

Many times during the day as we walk through the school, we will see children choosing to sit on the floor while working on activities. Our floors get very dirty when the students wear the same footwear on the playground and then inside the school. Please make sure that your child has two pair of footwear. One pair is to wear outdoors while on the way to and from school and one pair is to wear while inside the school.



It is essential that the students have a pair of runners to wear in school. Runners allow the students to move safely in all areas of the school as they provide the best traction on the floors and stairs inside the school. It is important for students to change into runners as they enter the building in order to keep our school clean and our students healthy and safe.

Medication

Preferably, parents/guardians should make arrangements with their physician to have prescribed medications administered outside of school hours. When it becomes necessary for a student to take any prescribed medication during school hours, it shall be in accordance with the following procedures:

- Authorization for the Administration of Prescribed Medication to Students (JLCD-E1) shall be completed by the parent/guardian.
- The first dosage of new medication shall not be administered at school.
- Medications must be delivered to the school by the parent/guardian or designated adult in the original pharmacy labeled container. It is recommended that this container be a blister pack dispenser.
- Medication shall be sent to the school in the proper dosage. If pills are to be taken in a dosage that is less than one pill, they must be cut to the appropriate size before being delivered to the school. Liquid medication shall be brought to school accompanied by a measuring device that shall provide the exact dosage.
- A one-month supply of medication should be provided to the school when medication is to be given over an extended period of time.
- Only medication prescribed by a doctor can be administered by the school.



The regulation for the administration of medication as well as documents to be completed by parents to authorize the administration of prescribed medication can be found at the following links:

[Administration of Prescribed Medication Procedures JLCD-R](#)

[Authorization for Administration of Prescribed Medication \(JLCD-E1\)](#)

Programs and Events

Milk Program

Milk will be available for students beginning on September 12th. Milk tickets can be purchased for \$1.00 each or in multiples of 5 for \$5.00 per milk card. Classroom teachers will collect all milk money.

Picture Day

This year, students' individual pictures will be taken on the fall. Class photos will be taken in the spring.



For all Grade 1 to Grade 5 students, as well as the Ladybug kindergarten class, our fall school picture day will take place on Tuesday, October 10, 2023, Day 1.

Students in the Caterpillar kindergarten class will have their pictures taken on Wednesday, October 11, 2023, at 9:15 a.m.

Our retake day is Wednesday, November 15, 2023, Day 3.

Retakes take place at 9:15 a.m. If your child is in the Caterpillar (even day) kindergarten class and needs a picture retake, please bring them to the school on Wednesday, November 15, 2023, at 9:15 a.m. so they can have their picture taken.

Snack Cart

All students should bring a healthy snack to school for the morning. Some classes may also have snack in the afternoon. Teachers will communicate with parents about snack. Please be sure that students know which food is for snack and which is for lunch. At times, students eat everything in their lunch kit for morning snack, and then have nothing left for lunch.

Snacks will also be available three times a week, on the snack cart, that is put out each Monday, Wednesday, and Friday morning in the hallway at each back entrance. The cart does not provide enough snack for each child, but rather to supplement snack for students who may need something additional that day.

Student Personal Items

Unless requested by a teacher, we ask that students leave all of their personal items at home including toys, fidget tools, Rubik's cubes, playground equipment, etc. If students need fidget tools or any other equipment, the school will provide the required items.

Student Fees

Please remember that student fees can be sent with your child to give to their teacher. Be sure to put the fees in an envelope labelled with the child's first and last name so the fees can be credited to the correct account. Parents can also pay the student fees online through the parent portal. Student fees are \$50.00 for grade 1-5 students and \$30.00 for kindergarten students. If you would like to pay your student fees in installments, please let us know.



ÉCOLE SPRINGFIELD HEIGHTS SCHOOL'S MINDFUL START

Introducing . . . "Mindful Start": Nurturing Wellness and Resilience Every Morning

We are thrilled to share an exciting addition to our school routine that places the well-being of our students at the forefront: Mindful Start. We are committed to creating a positive and nurturing environment that supports not only academic growth but also the mental and emotional well-being of our students. With this in mind, we are implementing a 10-minute daily mindfulness session that will be an integral part of our morning routine, right after morning announcements.

What is "Mindful Start"?

"Mindful Start" is a dedicated time each morning where the entire school community comes together to engage in mindfulness practices. Activities will include such things as breathing techniques, music and movement exercises, focus and listening activities, and other practices designed to help students cultivate self-awareness, focus, and resilience.

Why Mindfulness?

Numerous studies have shown that practicing mindfulness can have a positive impact on students' overall well-being. By starting the day with mindfulness, we aim to provide students with tools to manage stress, improve concentration, and develop a deeper understanding of their emotions.

A Holistic Approach

Our commitment to holistic wellness extends beyond mindfulness exercises. We are excited to introduce teachings about the Indigenous medicine wheel as part of our Mindful Start program. This addition will help our students learn about the importance of holistic well-being and foster a greater understanding of Indigenous cultures.

How Will it Work?

Each morning, immediately following the morning announcements, students will gather virtually on Microsoft Teams for a 10-minute mindfulness session. These sessions will be led by our dedicated educators and will vary in activities, ensuring a diverse range of experiences for our students.

Engaging the Whole Community

To foster a sense of togetherness, we will be introducing video morning announcements. This will allow students to not only hear important updates but also see the friendly faces of our school staff, creating a stronger sense of connection, even in a virtual setting.

Get Involved

We encourage parents and guardians to support our Mindful Start initiative at home as well. You can engage with your child by discussing their experiences and exploring mindfulness techniques together.

We believe that Mindful Start will empower our students to thrive academically, emotionally, and socially. By dedicating time to mindfulness and holistic wellness, we are investing in the future well-being of our students.

We look forward to embarking on this journey together and creating a positive start to each and every day.

Thank you for your continued support.



RETLife Fall Programming

Welcome back to another year of RETLife programming! Community recreation, leisure, and professional development courses are available online at www.retlife.ca

A small sample of over 50 exciting programs being offered by RETLife this year include:

For Kids

[Basketball for Kids \(ages 8 – 10\) Wednesdays, October 4 – November 29 \(NO CLASS ON NOVEMBER 1, 2023\) – Ecole Sun Valley School – RETLife](#)

[Gym Ringette – \(ages 6 – 8 years old\) – Wednesdays, October 25 – November 29, 2023 – Radisson School – RETLife](#)

For Youth

[Babysitting \(ages 11.5 – 15\) – Saturday, October 14, 2023 – Valley Gardens Middle School – RETLife](#)

[Creative Writing for Dungeons and Dragons – \(All are welcome, program is designed for ages 14 – 18\)- Wednesdays, October 4 – December 6, 2023 – McLeod Education Centre – RETLife](#)

For Families

[Discover Owls! \(All ages – families welcome!\) – Thursday, November 2, 2023 – Ecole Regent Park School – RETLife](#)

[From Brownfield to Biodiversity Beacon: The Transcona Bioreserve Walking Tour with Fort Whyte Alive – \(16 years and up Families Welcome!\) Tuesday, October 3, 2023. – RETLife](#)

For Adults

[Ballroom Dancing \(Couples Only\) – Wednesdays, September 20 – November 1, 2023 – Ecole Margaret Underhill School – RETLife](#)

[Chair Yoga With Shell Andrea \(for adults\) – Mondays, October 16 – December 4 – Angus McKay School – RETLife](#)

[Line Dancing for Seniors and the Young at Heart \(adults\) – October 10 – November 21 \(No Class on October 31\) – Springfield Heights School – RETLife](#)

Professional Development

[Course 1. Generation Bridge: Building Bonds, Balancing Tech, and Boosting Resilience in Teens \(brought to you by Knowles Centre and RETLife\) – Building Bonds- Saturday, October 14 – 28, 2023 – College Pierre Elliott Trudeau – RETLife](#)

[Mental Health First Aid for Adults Who Interact with Youth – Saturday, October 14 and 21, 2023 – College Miles Macdonell School – RETLife](#)

Remember - all activities allow **you** to stay close to home and in the division!

Make sure to follow [RETLife](#) on Instagram, Twitter, and Facebook for more class and workshop options, and updates!



ÉCOLE SPRINGFIELD HEIGHTS SCHOOL
IMPORTANT DATES
2023-2024

| | | |
|-----------|----|---|
| September | 5 | Co-ordinated Day - No Classes All Day |
| | 6 | Kindergarten Staggered Entry Begins |
| | 6 | First Day for Grade 1-5 Students |
| | 13 | Meet the Teacher 5:00-6:30 |
| | | |
| October | 3 | Co-ordinated Day – No Classes All Day (Provincial Election) |
| | 9 | Thanksgiving Day (School Closed) |
| | 10 | Picture Day Grade 1-5 and Ladybug Kindergarten |
| | 11 | Picture Day Caterpillar Kindergarten Students |
| | 20 | Co-ordinated Day - No Classes All Day |
| | | |
| November | 10 | Inservice Day-No School |
| | 23 | Learning Conferences (evening) |
| | 24 | Learning Conferences (a.m.) Co-ordinated Day - No Classes All Day |
| | | |
| December | 22 | Last Day of Classes Before Winter Break |
| | 21 | 2:30 p.m. Early Dismissal |
| | | |
| January | 8 | Classes Resume (Day 1) |
| | | |
| February | 2 | Co-ordinated Day - No Classes All Day |
| | 19 | Louis Riel Day (School Closed) |
| | | |
| March | 1 | Inservice Day-No School |
| | 14 | Learning Conferences (evening) |
| | 15 | Learning Conferences (a.m.) Co-ordinated Day - No Classes All Day |
| | 22 | Last Day of Classes Before Spring Break |
| | | <i>(regular dismissal)</i> |
| | | |
| April | 8 | Classes Resume (Day 6) |
| | 22 | Co-ordinated Day - No Classes All Day |
| | | |
| May | 20 | Victoria Day (School Closed) |
| | | |
| June | 7 | Co-ordinated Day - No Classes All Day |
| | 28 | Last Day of Classes Before Summer Break |
| | | 2:30 p.m. Early Dismissal |

