



# TOWN CENTRE PRIVATE SCHOOLS®

Montessori Pre-School • Elementary • High School



International Baccalaureate® World School

## Upcoming Events:

- **September 17**  
Meet the Teacher
- **September 18**  
Photo Day
- **September 21 to 25**  
Spirit Week
- **September 22**  
SAC Elections
- **September 30**  
Terry Fox School Run

September 2020



It is our pleasure to welcome all our students and families to the start of another wonderful school year!

## Frequently Asked Questions Elementary Return to School and Remote Learning

We recognize that school will look a little bit different to start the school year but we can assure you that TCPS families can expect to receive the same great care that they have been used to for many years. We have compiled a list of [Frequently Asked Questions](#) that should be useful for parents.

## Daily Screening Acknowledgement Form

We sent out a “Daily Screening Commitment Acknowledgement” form via the TCPS App on August 31, 2020. Parents are reminded that this short form must be completed by Wednesday, September 16, 2020. This form is only required to be completed once. For those parents who have not completed this, please do so in order for your child to continue to attend school. Click here to access the [Daily Screening](#) form.

## TCPS School App

We are asking all parents to join the School App in order to keep you informed and up-to-date with all school events taking place throughout the year. If you need technical assistance, please contact Tech Support [tech@tcmps.com](mailto:tech@tcmps.com).

Click here to download the App for [Android](#)

Click here to download the App for [Apple](#)



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## Virtual Meet the Teacher Night

Meet the Teacher Night will take place on Thursday, September 17, 2020 from 7:00 to 8:00 p.m. It will be an online Microsoft Teams presentation from your child(ren)'s homeroom teachers and will provide you with an outline of your child(ren)'s academic program and learning environment. Parents will learn about the daily routine, procedures, and classroom expectations. Teachers will be able to discuss and answer questions through a Teams Live Event. Please look for more communication which will be sent to you soon about our Meet the Teacher night.

## The School Day

TCPS will be playing O'Canada daily over the elementary P.A. system at 9:00 a.m. to signal the start of the school day. During the playing of the national anthem everyone is asked to stop and stand respectfully without talking. Please do not walk or run through the hallways to reach the classroom while the anthem is playing.



Any student arriving after 9:05 a.m. will be considered late and should report to the Main Office to pick up a late slip. The late slip should be presented to the class teacher upon entering the class. It is important that all students are present in their classrooms by 9:00 a.m. for attendance and for classes to start on time without disruptions.

Remote Learning Students are asked to sign in online before 9:05 a.m. as attendance will be taken for remote students.

If your child will not be in attendance at school, please call the Main Office before 9:00 a.m. to report the absence.

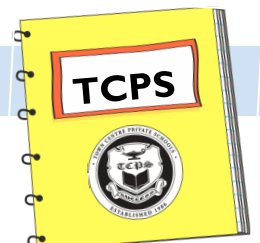
## School Uniform and Shoes

With your help, our students are sure to have a sense of pride in wearing their school uniform properly throughout the year. By October 1st, the expectation is to have all students in their full school uniform and school shoes. Parents who are waiting for any uniform items may contact InSchoolwear and have the deliveries made to the school. Please ensure that uniform items are labelled with the student's name. Please note that students may no longer wear older versions of the uniform from previous years.

Uniform shoes are also available from Markville Mall Kiddie Kobbler and Sloan's Shoes. The approved school shoes are dress shoes from Stride Right (Sperry or Mary Jane), Geox (William, Federico, Euphory), and Dr. Martens. Running shoes or sneakers are not permitted as part of the uniform except at recess and Physical Education class. Students who use orthotics must have a doctor's note in order to wear unapproved shoes.

## Academic Planner

All students in grades 1 to 8 will receive the TCPS Academic Planner. The planner is used to record homework and it also acts as an important means of communication between the teachers and parents. Parents are asked to review the planner each night and sign it.



## **Terry Fox Run**

Our first major event will be the Terry Fox Run, which will be held on Wednesday, September 30. Participating in this event and raising awareness is another way in which TCPS students can make a significant impact in our community. Students will be running in their cohorts while physical distancing. Students will be receiving more information along with their online pledge forms shortly. This year we hope to surpass our fundraising goal with your very generous contributions towards this great cause!

**Our grand total of Terry Fox donations is \$209,822.43 since 2006!**

## **Spirit Week and Student Activity Council Elections**

During the week of September 21 to 25 elementary students will participate in a fun filled Spirit Week. While we may not be able to have our large assemblies, we will find alternate and creative ways to raise super school spirit! A parent memo will be sent home soon detailing all the special events for the week.

The elections for the Student Activity Council are also held during Spirit Week. Each year the students in grades 6 to 8 elect a Student Activity Council who will organize fun and exciting events throughout the year for all to enjoy. All interested students in grades 6 to 8 are encouraged to run for the SAC. The SAC information packages will be distributed to students shortly.

## **Photo Day**

On September 18, the students in grades 2 to 8 will have their school photographs taken. Students must be in full uniform including sweaters, school shoes, and ties (for grades 7 and 8). Photo packages will be sent out to parents approximately one month after the photo day.



Remote Learning students will have their photos taken at an alternate date and location to be announced soon. All students will be part of the class composite photo.

For students who are unable to attend school on the photo day on September 18, photo retake day for students will be on Friday, November 6, 2020.

## **International Baccalaureate Learner Profile**

The aim of all IB programmes is to develop internationally minded people who, recognizing their common humanity and shared guardianship of the planet, help to create a better and more peaceful world. Teachers will highlight a different Learner Profile attribute each month. This month's Learner Profile attribute is:

### **Inquirers**

Inquiring students develop a natural curiosity that allows them to become lifelong learners.

## Parking - Safe and Caring School Community

All of our parents, staff and students are part of the TCPS community and we ask everyone to exercise patience and courtesy in the parking lot and in the neighbourhood. As the safety and well-being of all the students is our priority, we are sure that everyone's cooperation will be assured. In case of emergency, the students must be able to exit the building without obstruction and emergency vehicles must have easy accessibility to enter the school. Cars that are parked illegally may be ticketed or towed at the owner's expense.

In order to keep the driveways and fire routes clear, all drivers must observe the following rules:



- ★ Drive slowly and carefully in the parking lot and in the surrounding neighbourhood.
- ★ Please observe all posted signs in the parking lot.
- ★ Do not park in front of the main entrance door of the school or in the front driveway. This area is a drop off area **ONLY**, and should not be used for parking at any time. The front entrance and driveway are the main fire routes and bus unloading zones.
- ★ Do not stop or park along the side walls of the building as these are designated fire routes. There is grave danger to students as they exit their vehicle, if cars attempt to pass. Please park your car in a designated parking spot to unload students.
- ★ Do not park in the handicap spaces unless you have a valid permit.
- ★ Enter and exit the parking lot driving in the proper direction. When entering the driveway, do not block traffic. If a parking spot is not available, please exit the parking lot and re-enter to look for an alternate area to park.

Designated Entrances for Drop off and Pick up			
Drop off	7:00 to 8:00 a.m.	Grades 2 to 8	Main Entrance A
	8:00 to 9:00 a.m.	Grades 2, 3 and 8	Entrance G
		Grades 4 and 5	Main Entrance A
		Grades 6 and 7	Entrance B
	After 9:00 a.m.	Grades 2 to 8	Main Entrance A
Pick up	Before 3:30 p.m.	Grades 2 to 8	Main Entrance A
	3:30 to 6:00 p.m.	Grades 2, 3 and 8	Entrance G
		Grades 4 and 5	Main Entrance A
		Grades 6 and 7	Entrance B
	6:00 to 6:30 p.m.	Grades 2 to 8	Main Entrance A
Main Office Access	Office Hours 7:00 a.m. to 6:30 p.m.	Main Office	Main Entrance A

## TC the Tiger Says Welcome!



Main Campus / Head Office  
155 Clayton, Drive  
Markham, Ontario  
L3R 7P3  
Phone: 905-470-1200  
Fax: 905-470-0184  
E-mail: [info@tcmps.com](mailto:info@tcmps.com)

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Markham, Ontario  
L3R 0V3  
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Fax: 905-474-3113  
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Milliken Campus  
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Fax: 905-470-0570  
E-mail: [info@tcmps.com](mailto:info@tcmps.com)

[www.tcmps.com](http://www.tcmps.com)



## Administration of Medication Policy

For the safety of all our students, parents who provide medication for the student to take while at school must contact the Main Office to complete a Medical form providing the following information:

- the current date,
- name of the student,
- name of the medication,
- dosage and time the medication must be given,
- a parent's signature for authorization to give medication,
- all medication must be provided in the original container,
- medication should not be expired.



The school will not administer medication without the signed medical form. Please do not give any medication to your child to keep in his or her lunch box, locker or pockets. Please call the Main Office if you have any questions.

## Anaphylactic Allergies

Within our school community there are several students who have a potentially severe life threatening allergy (anaphylaxis) to foods, predominantly to peanuts and nuts. Depending on the allergy, students can be at risk through eating, touching or smelling the allergen. The risk to human life presented by anaphylaxis is very severe and we feel the best way to reduce the risk of accidental exposure to these students is to ask for the cooperation of the parents to avoid sending known allergens to school, especially peanut butter or products with peanuts or nuts in the ingredients.



While the school is not designated as "nut free" or "allergen free", we do respectfully ask for your voluntary support in reducing the serious risk for these students who have anaphylactic allergies. Your cooperation is greatly appreciated.

## Fire and Safety Drills

TCPS has carefully instituted various levels of security to ensure the safety of all our students. Our safety measures include: restricted access to school facilities, a student pick up system only by authorized adults registered with the school's administration, and a school wide surveillance system. Throughout the year, the students will practise fire and safety drills as part of our Fire and Emergency Safety Plan. By doing so, students and staff will be able to respond in a calm manner during an emergency.