École Edward Johnson PS

Welcome EJPS to the 2026-27 school year!

Chers parents, bonjour et bienvenue! Welcome back to a new school year. The Edward Johnson school community is an incredibly positive and supportive one and I am excited to continue partnering with you to ensure your children achieve their full potential. We look forward to welcoming all of our new and returning students and staff back to school on Tuesday, September 8th! I know there are many questions about the first day of school and what is needed so I hope to answer them below.

School Hours

School starts at 8:30 AM and ends at 2:50 PM.

Below is a breakdown of our school hours to help you plan around drop off, pick up, and any appointments for your children.

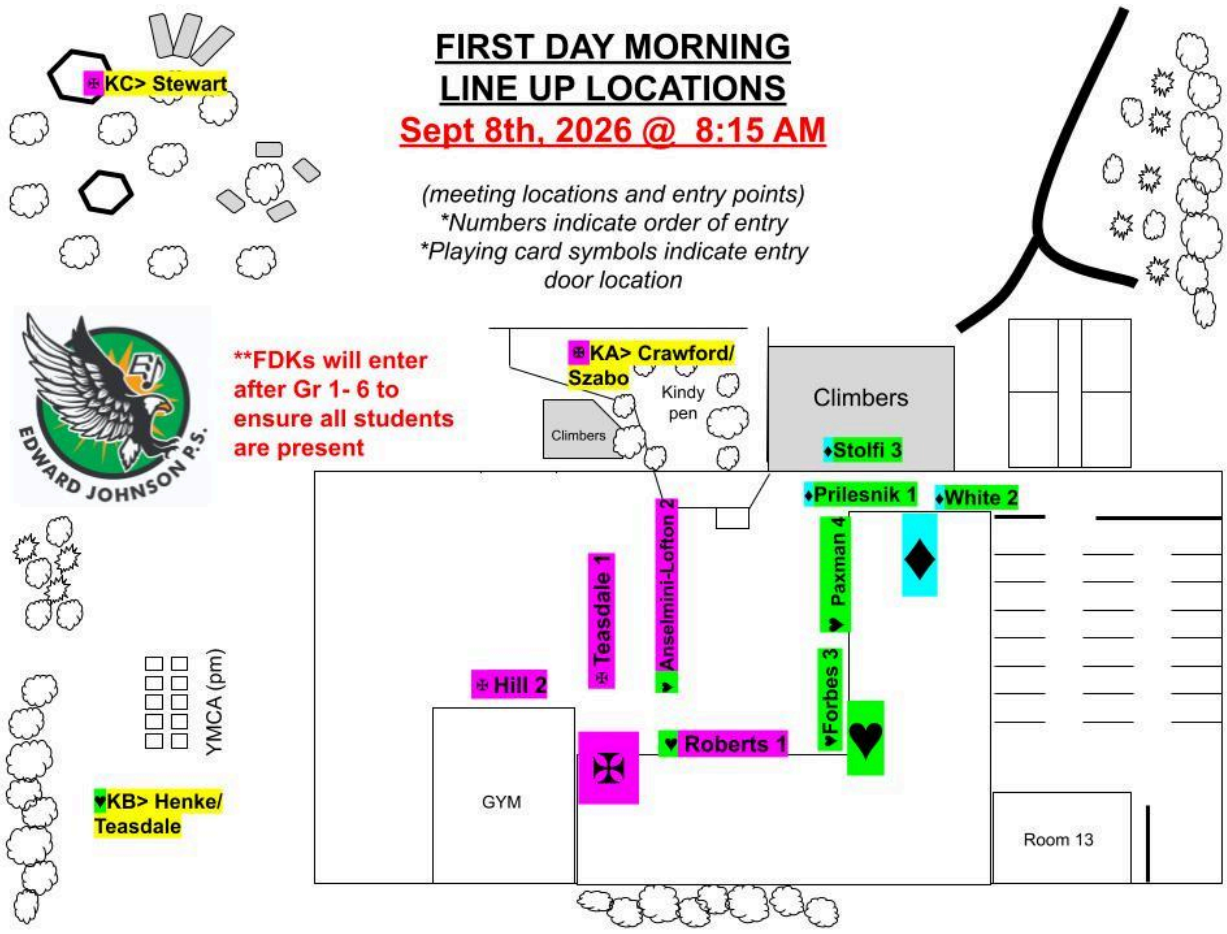
8:15 AM	YARD SUPERVISION BEGINS
8:30 AM	PERIOD 1
9:20 AM	PERIOD 2
10:10 AM	Recess
10:30 AM	Nutrition Break 1
10:50 AM	PERIOD 3
11:40 AM	PERIOD 4
12: 30 PM	Recess
12:50 PM	Nutrition Break 2
1:10 PM	PERIOD 5
2:00 PM	PERIOD 6
2:50 PM	Dismissal
3:05 PM	YARD SUPERVISION ENDS

What to Bring to School-School Supplies

As stated in the Education Act, all schools will provide students with the necessary supplies required for fulsome learning. We appreciate any contributions parents make when shopping for school supplies for their own children. Please keep in mind that teachers will share supply guidelines and suggestions in their first week back communication. For now, our recommendation would be to stick to the basics should you wish to send your child with any extra supplies or enhancements. Please label all items. If support is needed for items such as a backpack, lunch bag, etc. please contact the school.

How Will I Know What Class My Child is In?

On Friday, September 4th all parents will receive an email notification from the UGDSB informing them of who their child's homeroom teacher will be. Please refer to the EJ staff list and the classroom line up locations map below to find your child's spot to line up and meet their class in the morning. School staff will be standing behind a labeled chair and will have their class list available to verify that your child is in their class. Once you and/or your child arrives on the school property, there will be multiple staff wearing vests with class lists who can tell you where to find your child's teacher. Staff will be available to usher bus students to their designated home bases.



Currently, our class lists and staffing allocation are tentative. We will adhere to this tentative organization for the first two weeks of school until it is reviewed and confirmed by the Board Staffing Committee at which time class changes could potentially occur based on actual student enrollments. These changes would need to be in place by mid September and we would be communicating those changes in the 2nd week of school to those affected. Additionally, I wanted to comment that in the past, the school has received a number of class placement requests. This can make class building very difficult and sometimes hinder the process significantly. As a result, **we will not be taking any class placement requests for September 2026**. Please know that when placing your child in a class, we consider their ability, personality, productive and supportive learning friendships, learning style, and behaviour. Class building is a lengthy process that is given a great deal of thought by the staff. **Please read this letter from our Associate Director, Brent McDonald, for important information and details around class re-organization:**
REORGANIZATION LETTER

Thank you for recognizing that we do our very best for each and every student!

EJ Tentative Homeroom Classes & Staff List 2026-2027

Assignment	Name
KA	Samantha Crawford (0.8) & Kate Shirton-Smith (0.2) & ECE Nora Szabo
KB	Paul Henke & ECE Shandy Reill-Teasdale
KC	Heather Stewart (class of 15 with no ECE)
1A	Kaelan Forbes
1\2B	Vicky Paxman
1\2C	Kathryn Prilesnik
2\3D	Samantha White
2\3A	Maria Stolfi
3\4B	Nancy Anselmini-Lofton

4\5C	Chris Teasdale
4\5A	Shannon Roberts
6A	Jessica Hill
SERT & Junior Planning	Jessica Davis
Library & Primary Planning	Armelle Mizutani
FDK & Primary Planning	Kate Shirton-Smith
JR Planning	Lisa Angeli
EA	Courtney Fudger
EA	Trisha Dokis
CYC	Barbara Beckham (Mondays and Wednesdays)
OC	Tina McLeod
Custodian	Dave Sweeney
Principal	Olivier Cutz

First Day Procedures

Morning Drop Off:

- **Drop off time starts at 8:15 AM. The school climber is closed in the mornings before school.**
- Teachers will direct your child to the appropriate grade level/class signs and meeting location.
- If it's raining, students are advised to dress for the weather and bring an umbrella.

Parking:

Due to safety concerns, the school parking lot is NOT to be used as a kiss-n-ride or drop-off area for students between 8:10 -8:40 AM and 2:40 - 3:10 PM. It is not safe for students to be walking through the parking lot in a scenario where multiple parents are driving in and out of the parking lot during busy mornings or after school. Additionally, if an emergency vehicle needed to enter

our school parking lot, traffic congestion and unnecessary traffic flow could delay their response time. **For the safety of our students, please park and walk your child from the appropriate nearby parking areas.** EJPS does not have a Kiss-N-Ride area, however, we are very fortunate to have crossing guards nearby at Stevenson St N and on Speedvale Ave E. There is also lots of parking at the nearby plaza. Please avoid cramming into parking spaces on neighbouring streets and potentially blocking driveways. **Over the years, a large number of parent vehicles have been observed stopping in the small cul de sac at Spruce Place in particular and it is causing issues for our adjacent neighbours**. Specifically, impeding driveways and leaving cars running for an extended time. Let's ensure we do our best to be good neighbours. If needed, park a little farther away and walk some extra steps.

The staff parking lot is available at the following times and for the following scenarios.

- Parents who are dropping their children off at the YMCA program or who are having a teacher meeting before or after the 8:10 AM and 3:10 PM window are welcome to use the parking lot.
- Parents who are picking up or dropping off their children for day appointments can use the staff parking lot between 8:40 AM and 2:40 PM.
- Lastly, any parent needing to use our staff parking at any time of the day for **accessibility reasons** can contact me at olivier.cutz@ugdsb.on.ca so a temporary or longer term parking arrangement can be made.

Thank you for your support and cooperation to keep our students safe!

Medications, Plans of Care:

- ***** NEW 2026-2027: All students requiring a Plan of Care need to complete a NEW Plan of Care. Please return it to the office ASAP.**
- You can access a relevant Plan of Care using the link below:

Policy 518 Students with Life-Threatening Medical Conditions | Upper Grand District School Board

Designated Entry Doors:

To facilitate speedy and safe entry in the morning and to limit unnecessary travel through the building, each grade/class will be assigned specific entry/exit doors as shown in the map above. Please do not enter through the front main doors before 8:30am. An assigned doorways schedule will be used for entering the building, for accessing outdoor activities (and recess) and departing at the end of the school day. On the first day teachers will inform students of their entry/exit door schedule and routines.

Class Meeting location before school (after the first day initial drop off):

Each class will be assigned an area of the school grounds or a "Home base", where they will gather prior to the morning bell, at the end of recess and at dismissal.
Bus students will be ushered to their home bases in the morning upon arrival. Staff and student bus patrols will assist younger students to find their class' home bases safely.

Late Arrivals/Absences:

Absences: Parents will need to call or email the office in advance at tina.mcleod@ugdsb.on.ca.
Early Pickups & End of Day Changes: Please call the office with any alternate arrangements.

Late arrivals: Use the front main door intercom to be let in the building.

Entering the Building in the Mornings:
Each teacher will meet their students at the designated homebase area at the bell as they enter their designated door to the building. Only those late (arriving after 8:30am) should be entering through the front doors.

Recess Information:
ALL JK - 6 students will go out first for recess and then ALL students will have a nutrition break after recess together and at the same time.

To avoid conflicts and/or injuries, there will be designated areas for Gr 1-3 students to play (small soccer field) and designated areas for Gr 4-6 students to play (large soccer field). There will also be two common areas (Eagle's Nest in the back left section of the field and the Tarmac) where Primary and Junior students can share play spaces. FDKs rotate their recess locations on a weekly basis between the Kindie Pen (one class at a time) and the Magic Forest (two classes at a time). Gr 1-3 students will have access to the climbers in the mornings and Gr 4-6 students will have access to the climbers in the afternoon. Our Gr 4-6 students will be encouraged to take on leadership roles such as Kindie Pen Helpers and/or Recess Big Buddies. Sign up information will be communicated to those students who might be interested. We will be encouraging Primary and Junior students to play with peers within their own divisions so as to keep play, language, and abilities age appropriate and on a level-playing field. Students and siblings can certainly say hello or have a friendly interaction during recess, however, for the sake of age appropriate play we'd like to set and have the above described boundaries respected. We appreciate you supporting our school community!

Lunch Procedures:

- Students will eat lunch in their classrooms.
- If a child is to be picked up for lunch please ensure that the teacher/office is notified in advance There will be opportunities for older students to volunteer as lunch monitors in our Primary classrooms. We will be communicating over the announcements to arrange a meeting for those students who might be interested.
- Some of our students have life threatening food allergies. If this is the case in your child's classroom, the teacher will inform you as to which foods cannot enter the classroom for safety reasons. We appreciate you understanding the anxiety and serious risk that some students experience relating to their food allergies and doing your best to keep everyone safe.

End of Day Procedures:
Please ensure that if you are picking up your child that you are by the class meeting location promptly at the bell at 2:50 PM. Bus students will be ushered to their bus lines directly from their classroom via specific exit doors according to a flow schedule**.** The school does not provide supervision on the schoolyard or on the climbers after 3:05 PM. We ask that all students and parents leave the school premises at 3:05 PM. Thank you for your cooperation!

Busing

Buses are the responsibility of the Wellington-Dufferin Student Transportation Services. At the school, we ensure a safe drop off at the school and departure home at the end of the day. We have dedicated staff that ensure students get on the right bus and on time. We work with the bus company and bus drivers to address any concerning student behaviour during the drive to and from school. Additionally, we work in cooperation with the Guelph Police and Transportation Services to build up and train student leaders in grade 6 to be bus patrollers. Mme Prilsenik will be meeting with potential bus patrollers on the first day of school and explain how things will get started for the year. The bus patroller students monitor safety and report potential issues to the bus driver or our staff. They help maintain a safe and comfortable drive on the bus each and every day through proactive leadership. We have staff assigned to support safe exits and boarding every day along with procedures with checks and balances to ensure every child is accounted for. We take this important aspect of school very seriously. Safety is always our first priority! If you have questions regarding routes and bus pick up and drop off times please visit the Wellington-Dufferin Student Transportation Services website for more information https://stwdsts.ca/. And be sure to sign up for STWDSTS ongoing updates.

Communication with the School

- We will be sending home our regular package of information during the first week of school. Please complete the forms, and return them to your child's teacher as soon as you can.
- You can call the office at **519-763-7374** if you have any questions or email tina.mcleod@ugdsb.on.ca

Upcoming Dates

Sept 4 > UGDSB sends class placement email centrally to all parents
Sept 7 > Back to school final reminders email
Sept 8 > First day of school (supervision begins on school yard at 8:15 AM)
Sept 15 > School Council in the library at 6:30 PM
Sept 18 > Terry Fox (tentative date)
Sept 24 > Fall Fair/Open House 5-7 PM

School Board year calendar link
https://www.ugdsb.ca/page/school-year-calendars

Lastly, thank you to our school council and our school community for all of their fundraising efforts. This year, you will notice a new Geo-dome climber next to our slide climber and a new large sandbox in the Kindergarten Pen. Last year, we added a Gaga Ball Pit, Mud Kitchen, and Market Stand. Our students are very lucky to have such supportive and generous parents!

I LOOK FORWARD TO SEEING ALL OF OUR STUDENTS, STAFF AND PARENTS AND HAVING AN AMAZING SCHOOL YEAR! 😊



Olivier Cutz (Principal)

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