

Glenburnie School



Welcome!

Thank you for your interest in learning more about Glenburnie School, and about our approach to educating young children. We are very pleased to provide you with the enclosed package which includes an overview of our school and its programming.

We are very proud of the wide range of accomplishments of all of our students and encourage each and every one to continually strive to achieve their own personal best. New students are made to feel very welcome and quickly make friends with their classmates at Glenburnie.

Glenburnie provides small class sizes, state-of-the-art curriculum materials, and full-school facilities. A wide range of after school clubs, intramural and varsity sports activities, choirs, bands, and participation in theatre productions are offered to our students.

At Glenburnie, our educators are measured not only by their professional qualifications but also for their ability to enrich and enhance student learning, utilizing the very latest in educational approaches. Teachers encourage their students to excel and reach their goals by providing ongoing guidance and support.

Please check our website at www.glenburnieschool.com for additional information about our school. If you have any questions, or would like to arrange for a tour and assessment for your child, please contact us. We look forward to hearing from you and to the opportunity to be of service.

Yours sincerely,

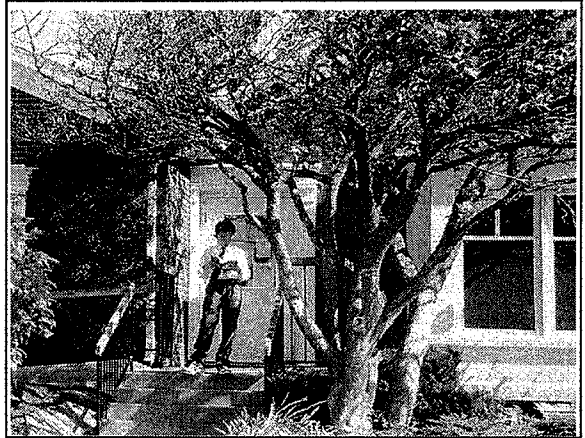
A handwritten signature in cursive script that reads "Mrs. L. Sweet".

Mrs. L. Sweet, M.S. Ed.
Director

BACKGROUND OF GLENBURNIE SCHOOL

Glenburnie School began in the fall of 1985 with the belief that the educational potential of children could be substantially enhanced in a creative, stimulating and individualized alternative setting.

Curriculum content, educational approach and school environment have continued to be reflective of recent research on the most effective approaches in enhancing student learning. High emphasis is placed on the development of student skills required by the world in which these students will be living and working.



The “pioneering” parent of the first Glenburnie student in September 1985 was herself a teacher and to this day, a substantial number of Glenburnie parents are professional educators. From that first student, Glenburnie School has grown to a full service educational facility serving children from Pre-Kindergarten to Grade 8.

The original building on the Oakville site had been constructed as a family home by a gentleman from Sweden who immigrated to Canada in search of an improved educational system for his son. The architecture of the present school reflects this heritage, providing a scale and warmth conducive to the Glenburnie educational program. The clock tower incorporates an historic school bell donated by a Glenburnie family.

Current facilities accommodate over 400 students and staff and include a full size Gymnasium, Library-Multimedia Centre, Science lab and computers in every classroom, as well as specialty rooms for Art, Drama, Primary Music, and Junior/Intermediate Music. Among the outdoor amenities are primary and junior creative playgrounds, and soccer and baseball fields.

It has been said that a school consists of four walls with the future inside. Glenburnie’s growth has involved much more than buildings; it has involved setting the foundation for life long learning, self-reliance and leadership among our students, and a highly satisfying process for our educational team and parents. At Glenburnie, we have directed our primary focus to educational programming which develops in each individual, a versatility and adaptiveness to a rapidly changing world.

The Glenburnie Crest

Our crest symbolically incorporates the optimism, strength and active intellectual achievement we seek to encourage in Glenburnie students.



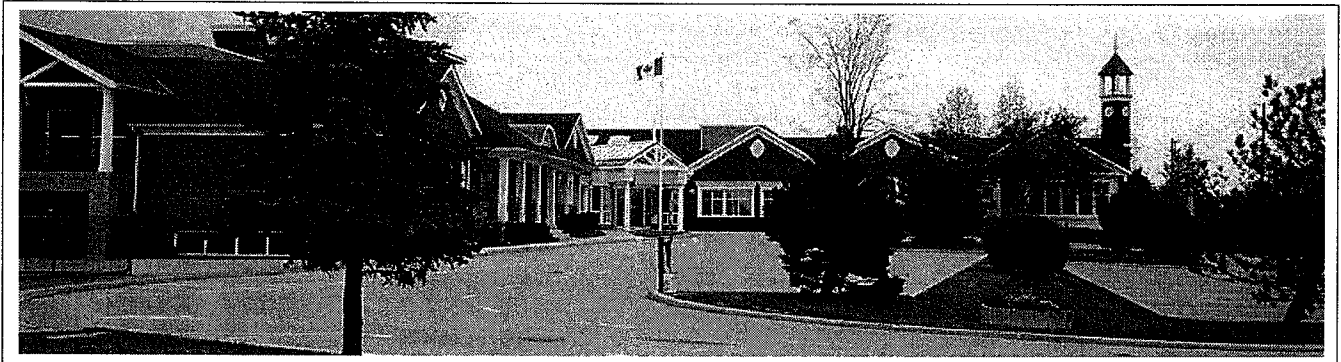
The glen and burnie (Scottish names for valley and stream) appear centrally in the crest. A golden ‘stream of learning’ winds through the glen with each side of the glen representing theory and practice. This yin yang imagery for theory and practice reflects our belief at Glenburnie that learning should have relevance to the world around, and not consist simply of isolated facts learned in lock step fashion. The upward flying swallows on the left side of the glen represent the spirit of optimism and creativity which should guide the learning efforts of our students. Below the open book at the top of the crest are symbolic spreading pine bows. For Glenburnie students, they represent the strength of the active intellect, which in traditional heraldic terms, is indicated in wavy lines.

We trust that our students will develop and apply these strengths to the betterment of their world.

GLENBURNIE SCHOOL PHILOSOPHY

The staff of Glenburnie School subscribe to a philosophy of education which encompasses the whole child. Our basic aim is to provide for each individual to grow in knowledge, to seek truth, to assess values, to develop physically, and to find his/her place as a happy and productive member of society.

We believe that the process of education is developmental in nature and we strive to meet individual needs of students within a warm and caring environment. We encourage academic excellence by emphasizing thinking skills, teaching the importance and application of knowledge, improving organizational and study skills, teaching and reinforcing values, and providing a range of enrichment activities. In educating students, we strive to meet their intellectual, physical and social needs.



We believe that education is a partnership between the school and the home, and we strive to maintain close contact with parents through interim reporting and regularly scheduled interviews. We encourage home and school communication, develop awareness about current trends in education, and invite parents to planned activities with their children. As a staff, we are dedicated to providing an opportunity for each individual student to reach his or her academic potential and to be well prepared to meet the future, as a responsible citizen.



Glenburnie School



ADMISSION TO GLENBURNIE SCHOOL

We welcome students who are average or above average in ability, who have the potential to meet more consistent and/or higher achievement levels.

Our goal is to ensure that the proposed student placement will be in the best interests of the child, as well as meet the educational and performance expectations of the parents.

Students must be within the average range of behaviours and have a willingness to come half-way in the educative process.

Procedures:

1. Parents are invited to schedule a tour of the school and its facilities.
2. For parents who wish additional information on curriculum or routines or who have specific areas they would like to discuss regarding their child's placement at Glenburnie, an appointment will be scheduled. Present and past student report cards are requested for review.
3. For those parents who wish to proceed with registration for Pre-Kindergarten to Grade Eight, a date for a classroom visit and student evaluation will be scheduled. Visiting students will be placed for the day in their present grade level setting and are expected to take part in the day's classes, where appropriate.
4. Prior to the classroom visit, the following **must** be submitted:
 - Student Application forms and *non-refundable* Application Fee (\$75/child or \$100/family);
 - copies of present and past year's report cards, if not already on file;
 - a photocopy of the student's birth certificate and immunization record;
 - the **CONFIDENTIAL REPORT FORM** must be received directly from your child's present school.
5. When the school has received the above items, a classroom visit and follow-up interview will be scheduled.
6. Upon acceptance of the student, for security reasons, a recent family photograph must be submitted in order to complete the application process.



2010 - 2011
SCHOOL UNIFORM REQUIREMENTS

Pre-Kindergarten Uniform

- ▶ white polo shirt
- ▶ burgundy skort (girls only)
- ▶ grey dress pants with elastic waist (opt. for girls)
- ▶ burgundy jacket with buttons or burgundy v-neck pullover
- ▶ dark grey ankle/knee socks or leotards
- ▶ white running shoes with non-marking soles
- ▶ black polishable leather dress shoes (non-marking soles)
(no buckles, suede, or patent leather)
- ▶ burgundy sweatpant (field trips only)
- ▶ burgundy shorts (opt.)
- ▶ Glenburnie blanket (opt.)

Junior and Senior Kindergarten Uniform

- ▶ white polo shirt
- ▶ burgundy v-neck pullover sweater, long-sleeved
- ▶ grey dress pants (opt. for girls)
- ▶ grey tunic
- ▶ dark grey ankle/knee socks or leotards
- ▶ black polishable leather dress shoes (non-marking soles)
(no buckles, suede, or patent leather)
- ▶ white running shoes with non-marking soles
- ▶ burgundy sweatpant
- ▶ burgundy hooded sweatshirt, with/without zipper
- ▶ grey shorts (opt.)

Grade 1 to 8 Uniform

- ▶ burgundy crested blazer
- ▶ school tie
- ▶ white dress shirt, long sleeved
- ▶ grey dress pants (opt. for girls)
- ▶ grey tunic (Girls: Grade 1 to 3)
- ▶ plaid kilt (Girls: Grade 4 to 8)
- ▶ dark grey ankle/knee socks or leotards
- ▶ black polishable leather dress shoes (non-marking soles)
(no buckles, suede, or patent leather)
- ▶ white dress shirt, short sleeved (opt.)
- ▶ white $\frac{3}{4}$ sleeve blouse (opt.) Gr. 5-8
- ▶ grey shorts (opt.)
- ▶ burgundy v-neck pullover sweater, long sleeved (opt.)

Gym Clothing (Grade 1 to 8)

- ▶ burgundy shorts
- ▶ grey crested t-shirt (boys and girls)
- ▶ burgundy sweatpant
- ▶ burgundy hooded sweatshirt, with/without zipper
- ▶ white running shoes with non-marking soles
- ▶ white socks
- ▶ Girls' grey v-neck t-shirt (opt.) Gr. 5-8
- ▶ warm-up 'Stinger' suit (opt.)

All clothing, with the exception of the blazer, is machine washable.

Please ensure that each and every item of clothing is clearly labelled with your child's name.
(Please refrain from using initials only.)

Glenburnie uniform clothing is available only at:

InSchoolwear Inc.
482 South Service Road, East
Oakville, Ontario L6J 2X6
(905) 338-3030 www.inschoolwear.com

Glenburnie School



ADDITIONAL INFORMATION

STUDENT POPULATION

Programming at Glenburnie School is oriented to students in the “average” to “above average” ability range who would benefit from consistent skill development and enrichment activities in particular areas of instruction and who are not having their educational needs met within the traditional system.

SCHOOL HOURS

Children should arrive at school between 8:10 and 8:25 a.m. Classes are from 8:30 a.m. to the designated dismissal time varying from 3:00 p.m. to 3:40 p.m. Children may bring their lunch to school or participate in our Lunch Programme. Lunch and recess breaks are fully supervised.

BEFORE AND AFTER SCHOOL SUPERVISION

Before School Supervision is offered from 7:15 to 8:10 a.m. After School Supervision, from class dismissal time to 6:00 p.m., is also available. Registration information and fee schedules for these services are available through the office, or from our website.

DRESS CODE

Students are expected to wear the school uniform. We feel that the wearing of uniforms encourages students to develop pride in their school and in themselves.

STUDENT EVALUATION

Evaluation of student progress is a continuous process. It includes informal observation, anecdotal comments, review quizzes on material studied, diagnostic tests to determine individual needs, and standardized tests to monitor yearly progress.

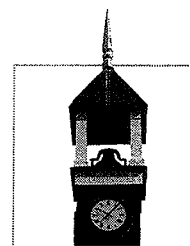
Three written reports will be sent home during the year. Parent-teacher-student interviews are scheduled as needed. Informal communication between home and school is ongoing throughout the year.

DISCIPLINE POLICY

It has been found that children are happiest when they know the rules, when teachers respond in a caring and consistent manner, and when there is positive reinforcement of appropriate behaviour.

Students are encouraged to:

1. Realize the consequences of their actions;
2. Recognize and respect the rights and property of others; and
3. Treat others with dignity and respect.



Regular communication between the parent and teacher is an excellent way to anticipate and avoid difficulties that might arise during the student's time at school.

Glenburnie School



ADMISSION APPLICATION

This form should be completed by Parent or Guardian and sent to:

Glenburnie School
2035 Upper Middle Road East, Oakville, L6H 7G6 CANADA
(905) 338-6236 Fax: (905) 338-2654
www.glenburnieschool.com

Student's Name _____ Female Male

Birthdate: Day _____ Month _____ Year _____ Commonly Used Name: _____

Application for Grade _____ A.M. _____ P.M. _____ for the school year beginning September, _____

Father's Name _____ Telephone () _____

Home Address _____ City _____ Postal Code _____

Occupation _____ Business Title _____

Business Name _____ Bus. Phone () _____

Address _____ City _____ Cell Phone () _____

Email Address _____

Mother's Name _____ Telephone () _____

Home Address _____ City _____ Postal Code _____

Occupation _____ Business Title _____

Business Name _____ Bus. Phone () _____

Address _____ City _____ Cell Phone () _____

Email Address _____

If Parents are separated or divorced, please indicate with whom child is living: Mother _____ Father _____

Present School _____ Grade _____

School Address _____ Postal Code _____

Principal _____ Telephone () _____

Signed (Mother) _____ **Signed (Father)** _____ **Date** _____

***Please enclose copies of student's previous Report Card(s), completed Health Information Sheet, Registration Agreement, Birth Certificate and Immunization Card. The completed Immunization Form must be received prior to September. Upon acceptance of student, please submit a recent family photograph.**

* In accordance with PIPEDA, your personal information will be used solely for communication purposes regarding Glenburnie School.

Glenburnie School



REGISTRATION AGREEMENT

In consideration of the acceptance by Glenburnie School of _____
(Name of Student)

as a student, we agree to pay all tuition fees, deposits, dues, accounts and other indebtedness incurred by the student or on the student's behalf. We understand that the obligation to pay the tuition fees for the full academic year is unconditional and that no portion of such fees so paid or outstanding will be refunded or cancelled in the event of absence, withdrawal or dismissal of the above student from the school.

We further understand that:

(a) The fee structure will be as follows:

Deposit of \$1 000.00 due January 31st or upon acceptance of student. Please note this deposit is non-refundable. Please refer to fee schedule for payment structures.

(b) Accounts unpaid for 30 days will accumulate interest at 1½% per month or part thereof from billing date to date of payment.

(c) No student will be admitted for an academic year if any indebtedness to Glenburnie School with respect to the previous academic year remains unpaid, including interest.

(d) Should any outstanding accounts exist, the re-registration deposit may, at the option of Glenburnie School, be credited towards any outstanding accounts.

Please note that re-registration and re-enrollment of the student will not proceed until all accounts are settled and paid in full.

Signature of Parent or Guardian who is financially responsible for the student:

Signature: _____ Date: _____

Address: _____ City: _____ Postal Code: _____

Signature: _____ Date: _____

Address: _____ City: _____ Postal Code: _____

Please note that this document is to be considered only as an application for registration unless and until the above student has been accepted and such acceptance is confirmed by receipt of your deposit.

Glenburnie School



Permission to Release School Records to Glenburnie School

Student's Name: _____ Grade: _____

Present School: _____

I grant permission to the proper authorities at _____

School to release a copy of the following parts of my child's record to Glenburnie School in the following Confidential School Report:

- ▶ Official Administrative Record (name, address, birthdate, grade level completed, grades, class standing, attendance record)
- ▶ Standardized Achievement Test Scores
- ▶ Intelligence and Aptitude Test Scores
- ▶ Teacher and/or Counsellor Observations and Comments
- ▶ Family Background Data

Other _____

Signature of Parent or Guardian _____ Date _____

Glenburnie School



HEALTH HISTORY OF: _____

First Name

Middle Name

Last Name

Birthdate: _____ Height: _____ Weight: _____

Please briefly comment on your child's overall health: _____

If your child is not able to participate in certain athletic and school activities, please outline: _____

Has your child ever had his/her eyes tested by a vision specialist? _____ Result? _____

Has your child ever had his/her hearing tested by a specialist? _____ Result? _____

*Assessments dated within 6 months of school are requested.

***Immunization Card** - A completed immunization card **must** be submitted prior to September 1st.

Does your child have frequent colds? _____

Tonsilitis? _____ Stomach Aches? _____ High Fevers? _____

Does your child have allergies? _____

Hay Fever? _____ Asthma? _____ Animals? _____

Insect Bites? _____ Other? _____

Briefly explain child's reaction to any of these allergies and any medication taken for these: _____

Does your child have a diagnosed condition? _____

Does your child have any congenital problems/issues? _____

Is your child receiving a medication program? _____

Please give the name of someone, other than parent or guardian, who can be contacted in case of an emergency:

Name: _____ Relationship: _____

Telephone: (H) _____ (B) _____

Name of Physician: _____

Address: _____

Telephone: _____ Child's Health Card No.: _____

Thank you for answering these questions. We hope this will better enable us to meet your child's needs and make his/her days at Glenburnie School pleasant and productive.

Signature of Parent or Guardian _____ **Date** _____

Glenburnie School



CONFIDENTIAL TEACHER OBSERVATIONS

This form should be given to your child's present teacher to respond to the information requested.

_____ is a candidate for admission to
Grade ____ at Glenburnie School. Glenburnie School is a Prekindergarten-Gr. 8 co-educational day school.

Your frank evaluation with this assessment would be greatly appreciated. This information will be used in the admissions process only and will not be placed in the student's permanent file. Thank you for your time and effort on behalf of the student. Please mail or fax this form directly to Glenburnie School.

Name of individual completing recommendation form _____

How long have you known the applicant? _____ In what capacity? _____

In relation to other students in the applicant's age group, please rate the candidate in the following areas:

	Excellent	Good	Average	Below Average	No Basis for Judgment
Academic potential					
Overall academic achievement					
Writing ability					
Oral expression					
Overall reading ability					
Mathematical ability					
Study habits					
Initiative					
Creativity					
Shows intellectual curiosity					
Task completion					
Personal integrity					
Emotional maturity					
Demonstrates positive self-concept					
Conduct/Self-discipline					
Relationship to peers					
Reaction to criticism					
Applies good judgement					
Demonstrates concern for others					



Please comment on the applicant's:

Academic Strengths: _____

Academic Weaknesses: _____

Are there any areas where we should give additional help and encouragement to this applicant? _____

Has the candidate been the subject of major or ongoing disciplinary action? _____ If yes, please explain.

How supportive is the student's family of your school's program and teachers? _____

Please comment on any extra curricular participation: _____

Does the student participate in any special or withdrawal programs (gifted, enriched, remedial)? _____

Has there been a formal school/teacher request for a psychological assessment to determine learning disabilities? _____ If **yes**, when was testing completed? _____

Everything considered, how would you describe the applicant?
As a student: (Comments) _____

As a person: (Comments) _____

All Standardized Test Scores (if available):

Name of test: _____

Dates Administered: _____ Score(s): _____

Comments: _____

***If you feel additional elaboration is required regarding a particular academic, social or health concern, please attach comments to this sheet.**

Are there additional comments you would like to make via telephone? _____

Signature: _____ School Name: _____

School Address: _____ City: _____ P.C.: _____

Date: _____ School Phone #: _____

Thank you. We appreciate the time you have spent in completing this form.