



680 Laporte Road \* Morrisville, Vermont 05661  
(802) 888-4758 \* (802) 888-3137 \* [www.bjams.org](http://www.bjams.org)

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August 28, 2013

Dear BJAMS Families,

Well, the first few days of school are successfully behind us! I must say, it was a remarkable couple of days and my heart is full seeing all of our familiar and new faces joining us for what is shaping up to be a great year full of laughter and learning. I don't say it enough: thank you for sharing your children with us. In your absence, I, with all the teachers and staff, see your children as an extension of our own families, caring for them with the same vigilance as we do our own. They are true treasures.

This is a perfect segue to discuss school safety. There are a few items I would like to review for our returning families and introduce to our new families. These safety precautions are in place to keep our entire school community safe.

#### Building and Grounds Security

Bishop Marshall School is secure (locked) during the academic portion of our school day. This means any individual wishing to enter the school once it is in session will be required to use the intercom system to gain access to the school. All doors are locked between the hours of 8:15 am and 2:45 pm.

All students will be accompanied by a supervising adult when exiting the school for recess, outdoor breaks, and nature trail/field usage. There will be a minimum of one walkie-talkie for communication from the grounds to the building. All supervising adults will bring their cards for building re-entry. Any student with an insect allergy will have access to his/her prescribed Epinephrine through his/her homeroom teacher and/or After School Program employee who will carry the medication with him or her when going outside.

Teachers will talk with students about the importance of "knowing their surroundings." It is important to note that our playground is not open to the public during school hours. Recent news regarding a recently released offender who has taken up residence in Hyde Park has many parents on high alert. I have been in contact with Sheriff Roger Marcoux, Officer Ryan Bjerke of Morristown Police, and Superintendent Joe Ciccolo (LNSU). I also attended the community meeting in Hyde Park on August 7<sup>th</sup> to learn helpful information that will assist us in keeping our students safe.

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Bishop John A. Marshall School educates children to form moral, thoughtful, caring, Christian citizens, and inspires them to achieve academic excellence.

### Food Safety

The identification of food allergies is on the rise. There are several theories as to why, but I would like to focus on the how. How do we address the increase in food allergies, and more importantly, how do we deal with them? Here are the first steps we ask families to take (adapted from foodallergy.org):

- \*Notify the school of your child's allergies.
- \*Provide written medical documentation, instructions, and medications as directed by a physician. Complete a Food Allergy Action Plan (available at foodallergy.org) and give to the main office. If possible, attach a recent photo of your child (to share with other staff members).
- \*Provide properly labeled medications and REPLACE medications after use/expiration.
- \*Educate your child in the self-management of his or her allergy, including safe/unsafe foods, strategies for avoiding unsafe foods, symptoms of allergic reactions, how and when to tell an adult he or she may be having an allergy-related problem, and how to read food labels (age appropriate).

Your child may not have an allergy, but could have a child affected by an allergy in his/her class. What can you do to help? First, please understand that the allergy is not a lifestyle choice – it's a very serious medical condition. Educate your child to help him/her develop a better understanding that foods that might be healthy for him/her are very dangerous for someone with a food allergy. Holiday parties and birthday celebrations can be ostracizing for those affected by an allergy. Teachers will request certain snacks for parties, keeping in mind his/her population. If your child is celebrating a birthday and you wish to bring in treats, please notify the classroom teacher several days in advance so a safe treat everyone can enjoy can be shared or an alternative can be provided.

There will be a peanut/tree nut and shellfish table at both lunch periods. Students who are affected by those allergies are asked to sit at the designated table. Other students are permitted to sit at the designated table, pending an inspection of their lunches (if brought from home; school lunches are safe).

All supervising staff has been trained in the usage of Epinephrine.

### Computer Usage Safety

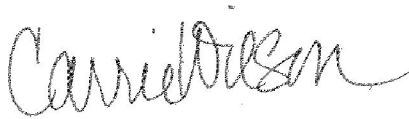
New to BJAMS this year is a brand new technology lab. The lab contains eighteen iMac computers with Internet access. The school has created and distributed a Student Technology Access Contract that is to be signed by parents and students in grades three through eight. Students are not permitted in the technology lab without a teacher and the lab will remain locked when not in use.

The use of network and technology resources at BJAMS is intended to support educational activities. Each user is personally responsible for his or her actions. Users are advised never

to intentionally access, keep, or send anything that they would not want his or her parents, school officials, or law enforcement to see. It should be understood that electronic activities and records on the school's technology resources are not private and may be subject to review. Students found to be in violation of the conditions set forth in this document and/or the BJAMS policies may be subject to revocation of access, and/or civil or criminal penalties. All students should understand that access to technology at BJAMS is a privilege, not a right.

Should you have any questions about the school's initiatives regarding safety, please do not hesitate to contact your child's teacher or me. I am very enthusiastic about this school year and look forward to helping students realize their academic potential with commitment to truth, compassion, self-discipline, and love for all!

Sincerely,

A handwritten signature in black ink that reads "Carrie Wilson". The signature is written in a cursive style with a large initial "C" and a long, sweeping underline.

Carrie Wilson  
Head of School