

Barlow Creek Newsletter

Mrs. S. Lothrop, Principal

September 11th, 2026

Ms. D. Telford, Secretary

816 Barkerville Highway, Quesnel BC V2J 6S6

Phone: (250) 992-5134 FAX: (250) 992-3146

<https://barlowcreek.sd28.bc.ca/>

PRINCIPAL'S WELCOME

Welcome Back to School!

We have had a wonderful and busy start to the school year! It has been a pleasure meeting so many students and families over the past few days. I am enjoying getting to know our Barlow Creek School community and am doing my best to learn names, faces and all the things that make our school so special.

Our staff has been working hard to build positive relationships with student and to establish clear, consistent expectations throughout the school day. We strongly believe that investing time now in creating a supportive, predictable learning environment helps set all students up for success academically, socially, physically, and emotionally throughout the year.

Please do not hesitate to reach out if you have any questions, concerns, or if there is anything I can do to support your child and family. You can contact me through the school office (250) 992-5134 or by email at shaunalothrop@sd28.bc.ca

Ms. Shauna Lothrop

Principal of Barlow Creek Elementary

School Supply Fees are due Sept. 25th.

Please pay your school supply fee as soon as possible:

\$60 for Intermediate
(grade 4 to 7)

\$50 for Primary (K to 3)



UPCOMING DATES:

PAC meeting - AGM Library @ 6:00 pm	Sept 16
School Photos - teijakovanen.com	Sept 17
National Week for Truth & Reconciliation	Sept 21 to 25
StrongStart Open House	Sept 21
StrongStart begins @ Barlow	Sept 22
School Supplies money is due	Sep 25
<i>Pink Verification and start-up permission forms due back</i>	Sept 29
Terry Fox Run	TBD
Orange Shirt Day Assembly 10:20pm	Sept 29
National Day for Truth & Reconciliation - no school	Sep 30
Thanksgiving - no school	Oct 12
Provincial Pro-D Day School for teachers only	Oct 23
Early Dismissal for Parent/Teacher Interviews	Oct 28 & 29
October Assembly - Costume Parade	Oct 30
Remembrance Day Assembly @ 12:55pm	Nov 10
Remembrance Day— no school	Nov 11

BUSING



- * Please use your bus passes as they will be monitored closely for the safety of the children
- * There is **NO** student supervision until 7:35 am
- * Please **DO NOT** drop your child off before 7:35 am
- * Leaving them alone is a huge safety concern as there are no adults outside and we are rural and there is a lot of wild animals
- * Busses will not be providing "courtesy rides" to friends homes after school
- * All bus registrations are done on-line at the School District web site. There is no more paper copies

School Access – Visitors and Parents

If you wish to talk to your child's teacher or the Principal, please make an appointment or call the school. Thank-you! Please sign in and out at the office.

Lunch Programs

Our District lunch program is for families in financial need only.

If you would like to sign your child up for our District lunch program, please call the office or let myself or your child's classroom teacher know. The District lunch program will begin on September 21st.

Healthy Practices

Throughout cold and flu season we have experienced increased student and staff absences. We wanted to remind everyone to stay home when sick as this stops the spread of illness. Students, visitors and staff should stay home if they have symptoms of illness such as: fever or chills, difficulty breathing, diarrhea, runny nose, headache, sore throat, sneezing, body aches, loss of sense of smell or taste, loss of appetite, extreme fatigue or tiredness, vomiting, severe uncontrolled coughing or wheezing. We continue to practice hand hygiene and respiratory etiquette.

Terry Fox Run

Later in the month we will be hosting our school Terry Fox Run. Students can bring in \$2 (toonie for Terry) for donation if they would like. <https://schools.terryfox.ca/99233> (link to donate online)

Bear Awareness

It is a good time to have regular conversations with your children about bear and wildlife awareness. Some tips are for kids to walk directly home after-school and to check in with you, to walk in groups, make noise and to not eat snacks while walking or riding. Children should not approach any wildlife. Here's a great site full of information.

<https://wildsafebc.com/>



DOMINO'S School Fundraiser

You get 25% off all menu items and the school gets 20% of the sales.



CONSENT FORMS

Your children will be bringing home important paperwork next week for you to read, sign and return to your child's classroom teacher.

This paperwork includes;

A pink student information verification sheet (**very important to review, make necessary changes in a "coloured" ink, sign and return, even if none of your information has changed**).

Please be sure to include a current parent email address

Five stapled sheets with information will be sent home next week, (student acceptable internet usage, out of school learning experience consent form, consent for release of student information, & G-Suite consent).

Please sign and return by Tuesday, September 29th.



BELL SCHEDULE

7:35 am - Outside Supervision begins

8:10 am - Class begins

10:00 - 10:15 am - Recess

11:47 am - 12:46 pm - Lunch

(Kids go out to play first)

2:18 pm - Class dismissed

2:20 pm - Bus #45

2:54 pm - Bus #46

3:32 pm - Bus #16

Bus Students: Please remember to use your bus cards.

Safe Arrival

Please call the school if your child is going to be late or absent. If you prefer to use our handy online form, please go to <https://barlowcreek.sd28.bc.ca/> and click on the "Report an absence or Late" button and complete the online form. Ms. Donna or Mrs. Lothrop will call home to confirm an absence if your child is away without prior notification.

Ms. Donna's hours:

Mon-Fri: 7:45-12:36.

Please advise the classroom teacher if your child will be leaving school early, walking to a different location at the end of the day, or will be picked up by a different person.

Behaviour Expectations

At Barlow Creek Elementary School we have high expectations for behaviour. Please review the attached Barlow Creek Elementary Code of Conduct and the SD#28 Policy 305 — Fair Notice letter in regards to violent threats.

Communication Protocol

Please refer to the attached communication protocol for steps to solving conflicts should the need arise.

PAC Meetings

Participating in your school PAC is a great way to support our students. Our meetings are held on the third Wednesday of the month.



PAC - AGM Wednesday, September 16th @ 6:00pm - Library—ALL Parents Welcome !

Student Supervision

Please note the following pick-up/drop-off times. **The 1st bell is at 8:05 am for** students to line up and come in, and class is dismissed at 2:18 p.m.

Morning supervision begins at 7:35 am

Students dropped off at the school prior to 7:35 am will not be supervised.

If you are picking up your child early, please use the front door and report to the office.

Classes will not be interrupted by visitors.

INDOOR SHOES

Barlow Creek has an indoor/outdoor shoe policy. Students are expected to take off their outdoor shoes and change into indoor shoes when entering the building. This will help keep our school clean and maintain a healthy learning environment for all the students. Please label all shoes with your child's name.



STUDENT LUNCHES

Please refrain from sending lunches that require a microwave or hot water. These items aren't available for students.

Please provide water bottles and utensils in lunches.

NUT-FREE / SHELL FISH FREE LUNCHES

Food Sharing

Students should not be sharing their food items with others at school. We are a nut-free (all nuts)

PARKING LOT

Please DO NOT park in staff parking slots while dropping off and picking students up.

You can park in the lane in front of the staff parking and on either end of the school near the dumpster and the forest.

And please **REDUCE** your speed in the parking lot.



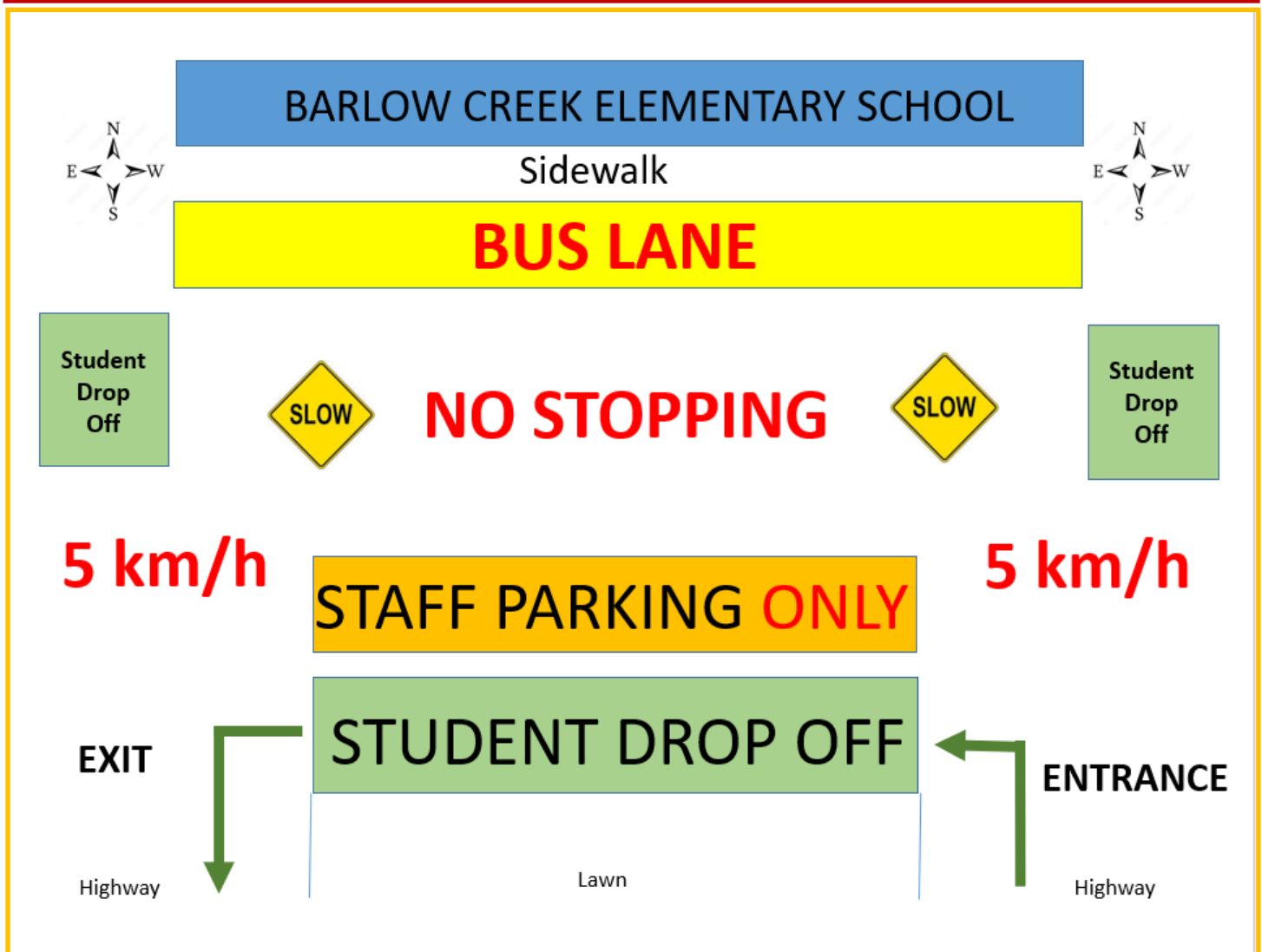
STUDENT PHOTOS

Teija Kovanen and her team from The Photographer Studios will be here on **Thursday, September 17th** to take school photos. This year our photographer Teija Kovanen will offer online ordering, through Imagequix, for students and parents to preview their photo options prior to ordering. This means there won't be order envelopes, instead Teija will forward a link to the school (7 to 10 days after photo day) for parents to access their child's images. Parents will have 2 weeks to place their order. Any parent who prefers not to order online can contact Teija directly by Text (250) 925-4380.

Teija will be bringing ordering hand-outs on picture day.

Missed photo and sibling photo days are again at West Fraser Timber park Sundays at noon on the following days:

Sept 20th, Oct 4th and Oct **11th** by appt please.



STAFF



Principal	Shauna Lothrop	Indigenous Support	Debbie Harrington
Secretary	Donna Telford	EA	Krista Dunlop
Gr K/1	Dacia Kimmie	EA	Shauna Entzminger
Gr 1/2	Lisa Kronebusch	EA	TBD
Gr 3/4	Carly Lorntsen	Counsellor	Rebecca Apperson
Gr 4/5	Terri Browne	Youth Care Worker	Dayna Prenger
Gr 6/7	Katey Montgomery		
Librarian	Heidi Sumner	Custodian	Connie Hinrichs
Resource	Jordan Schwab	Student Supervisor	Jodi Bowden
Earl Lit.	TBD	Student Supervisor	Marissa Holley
Music	TBD	Break Club Coordinator	Kayla O'Flynn
L/A	Brandi Swaan	StrongStart Coordinator	Bailey Lowe

IT'S THE PURRRFECT OPPORTUNITY FOR ANOTHER FANTASTIC LIBRARY CONTEST!

Take a picture of your pet or a stuffed animal reading with you. Any pet! Any book! Everyone who submits a picture will be entered to win a prize. All entries will be posted.

You can email your entry to heidisumner@sd28.bc.ca or print out your photo and bring it in. Make sure you submit your name, your pet's name, and grade with your photo. Have your entry submitted by Wednesday, October 21st.

LIBRARY AMNESTY!

Found an old library book over the summer? Forgiven! Unearthed a library book from another school? You're pardoned. Discovered a library book your cousin, definitely not you, mysteriously left under your couch? Bring it in. Ms. Sumner is happy to reunite lost library books with their shelves and their librarians. It is never too late to bring in a lost book.

Library book exchange started this week and children are able to sign out two books to enjoy for a week.

Read books and have fun!

Ms. Sumner



Safe & Caring School Environment

Unacceptable behaviour that is NOT tolerated in any activity sponsored by, organized by or participated in by the school regardless of the time or place:

Bullying, cyberbullying (during & after school hours)
Retaliation against those reporting bullying
Harassment, intimidation
Threatening or violent behaviours
Theft and vandalism
Intoxicating or illegal substances
Weapons or replica (toy) weapons
Misuse of technology (personal electronic devices, computers, internet)
Intruders or trespassers – **visitors must first report to the office**

Notification

As circumstances warrant, school staff have a responsibility to inform:

Parents of students engaged in major and unsafe behaviours
Parents of students on the receiving end
Senior Administration, School Counselor, RCMP, Threat/Risk Assessment Team



Inappropriate Behaviours

At Barlow Creek School, consequences for inappropriate behaviour are applied in a fair manner, respecting rights, responsibilities, age, maturity, special needs, and other factors relevant to the situation. We aim to use restorative, rather than punitive measures.

Inappropriate behaviours are those that do not follow the school expectations or beliefs and:

- Interfere with the learning of others
- Interfere with an orderly school
- Are unsafe.

May include:

*Rudeness, swearing
Hands-on, fighting (or play fighting)
Defiant behaviour,
Throwing objects (rocks, sticks, snow, etc.)
Lack of respect for others (teasing/name calling)
Unauthorized leaving of school grounds
Other behaviours that disrespect Self, Others, and the Environment*

Consequences May Include:

*Review of expectations
Restitution and restorative measures (apologies, actions to right wrongs)
Informing and/or meeting with parents
Time-out, removal from activities, loss of privileges
Development of behaviour plans
Out of school or in school suspensions
Working Team Meeting (Consultation with parents, Senior Administration, school staff, RCMP, etc., depending on the severity of the offence).*

Barlow Creek Elementary

Phone: 250-992-5134

Fax: 250-992-3146

Web Site: barlowcreek.sd28.bc.ca



'A Great Place to Learn and Grow'

Barlow Creek Elementary



Code of Conduct

2026-2027

Code of Conduct

In the Barlow Creek Learning Community, we are committed to developing competent thinkers who are creative, flexible, self-motivated, health-conscious citizens with a positive self-image.

The school has a strong rural history that has developed over the years because of everyone's commitment to our children. Parents are involved and supportive. Teachers are committed to fostering a sense of belonging to create a warm culture and increase the frequency of pro-social interactions among students, staff, and families. Continuous school improvement is achieved by communication, collaboration, and in respecting people, their needs and their feelings.

Purpose

The purpose of Barlow Creek's Code of Conduct is to establish and maintain a safe, caring, and orderly school that will enable purposeful learning and positive social development for all students.

BC Human Rights Code

At Barlow Creek Elementary School, we believe that all children have the right to learn in a safe, caring and orderly environment. A calm, safe, compassionate environment supports developing positive personal relationships. We promote the values expressed in the **BC Human Rights Code** respecting the rights of all individuals in accordance with the law—prohibiting discrimination based on race, colour, ancestry, place of origin, religion, family status, physical or mental disability, gender, sexual orientation, gender identity or expression.

Personal Electronic Device Policy

Ministry and District policy restricts the use of personal electronic devices* in schools. Students are expected to store their personal electronic devices in their backpack or leave them at home for the entire school day. This includes the use of personal electronic devices during recess and/or lunch.

The following procedure will be used for violations of these expectations:

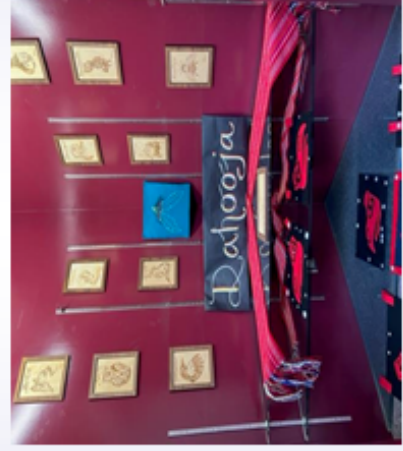
STEP 1: Hand into office, returned at end of day.

STEP 2: Device to office and parent will need to pick it up end of the day.

STEP 3: Device Plan - device into a locked cabinet each morning and picked up at the end of the day (created with student, family, Principals; defined duration)

REFUSAL = move to step 3, then to In-School Suspension

**Personal Electronic Internet-Connected Devices* include, but are not limited to, cell phones, smart watches, tablets, computers, portable game systems).



Code of Conduct Expectations

At Barlow Creek Elementary School, appropriate behaviours are a part of our BLAZERS positive behaviour system. Influenced by Indigenous ways of knowing, Metis values and learner traits, students and staff worked together to develop the behaviours for BLAZERS.

Daily recognition of the behaviours in **BLAZERS** allows a common language and understanding of the expected behaviours at school.

Barlow BLAZERS are:

Brave — take chances, try new things, and persevere when faced with challenges

Learners — deep thinkers and ask questions to further understanding and show their learning in a variety of ways.

Accepting — be kind and include others, embrace different viewpoints.

Zippy — enthusiastic and active, excited about learning and have a positive attitude.

Earthly — take care of the environment, only use what you need, and be a good citizen.

Responsible — make good choices and do the right thing.

Self-aware — understand yourself, regulate your emotions, and take care of your mind, body, and heart.

APPENDIX A – FAIR NOTICE



Notice to our Students and Parents/Guardians/Caregivers Quesnel School District Threat Assessment Protocol

The Quesnel School District and our community partners are committed to having safe, caring and inclusive schools. In the event that a student makes a threat of violence or harm to other students, staff or the school community, the school will initiate the Quesnel School District threat assessment protocol.

Violence, Threat and Risk Assessment Protocol

In the event of a serious threat to the wellbeing of students or staff, A Violence, Threat and Risk Assessment Protocol will be initiated.

A threat is an expression of intent to do harm or act out violently against someone or something. They may be verbal, written, drawn, posted on the internet or made by gesture. Threats must be taken seriously, investigated and responded to.

What is the purpose of a threat assessment?

- to ensure the safety of all students, staff, parents and others
- to ensure a full understanding of the context of the threat
- to understand factors contributing to the threat makers' behaviour
- to be proactive in developing an intervention plan that addresses the emotional and physical safety of the threat maker
- to promote the emotional and physical safety of all

What behaviours initiate a VTRA?

A VTRA will be initiated when behaviours include, but are not limited to, serious violence with intent to harm or kill, verbal/written threats to harm/kill others, Internet website/social media threats to harm/kill others, possession of weapons (including replicas), bomb threats, and fire setting.

Duty to report

Staff, parents, students and community members have a duty to report all threat-related behaviours to keep our school community safe.

VTRA Team

Our school has a multi-disciplinary threat assessment team. The team includes principal, vice-principal, district staff, school counsellors and police.

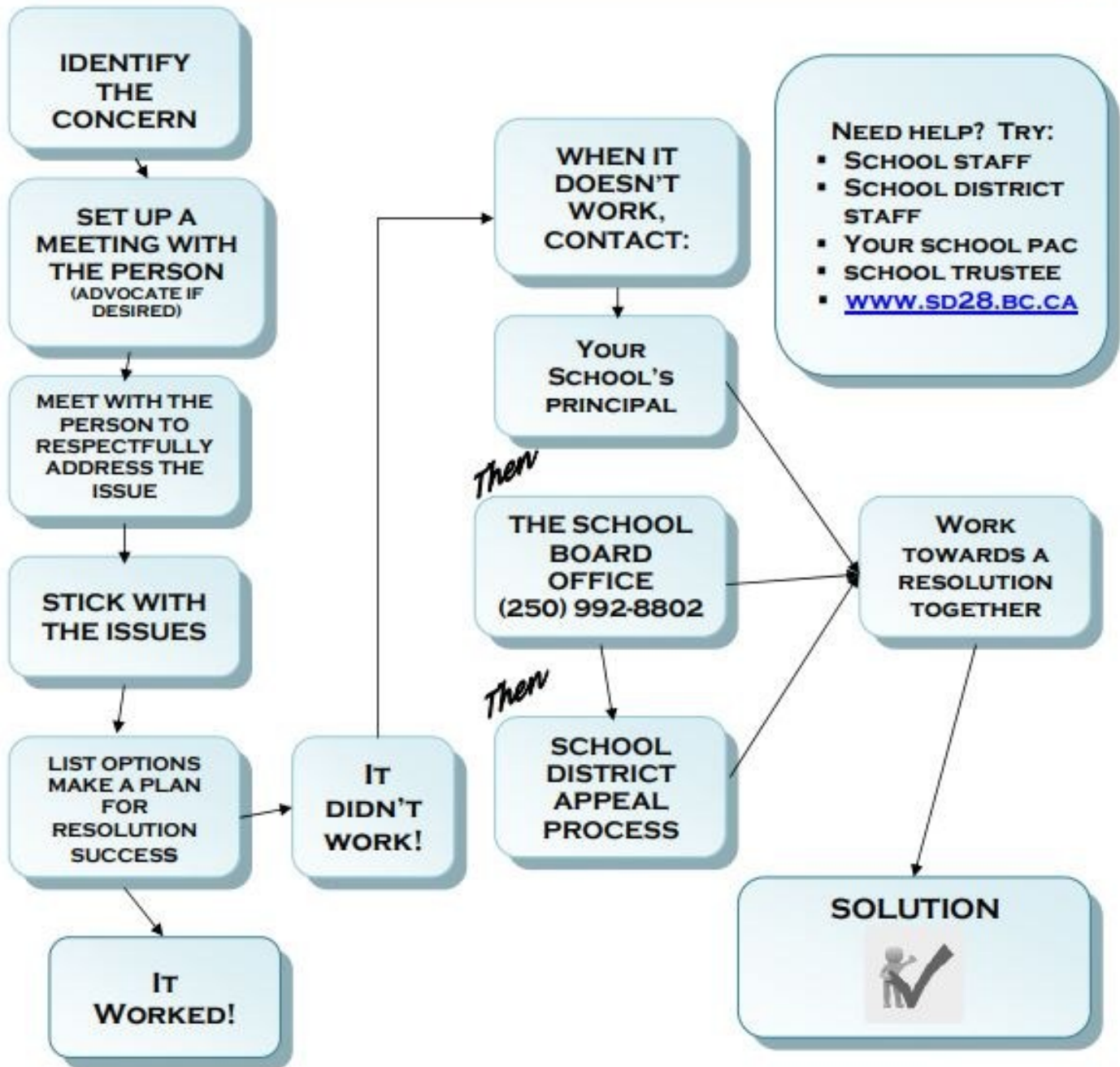
What happens in a student threat assessment?

After a report, the principal will activate the protocol for initial response. The team is activated and interviews may be held with the student(s), the threat maker, parents and staff to determine the level of risk and develop an appropriate response to the incident. Intervention plans will be developed and shared with parents, staff and students as required.

Can someone refuse to participate in a threat assessment process?

It is important for all parties to participate. If someone is reluctant to participate for some reason, the threat assessment process will continue in order to keep our school safe.

**SCHOOL DISTRICT NO. 28 (QUESNEL)
COMMUNICATION PROTOCOL
STEPS TO RESOLVING CONFLICT**



VANDALISM ALERT! If you suspect/observe vandalism occurring on school grounds or in a school, please call the school.
After hours – phone the local RCMP detachment @ 250 992-9211 [Quesnel] or 250 994-3314 [Wells].

401 North Star Rd
Quesnel, BC V2J 5K2
Phone: 250 992-8802
Fax: 250 992-7652
Website: www.sd28.bc.ca



SCHOOL DISTRICT No. 28 (QUESNEL)

COMMUNICATION PROTOCOL

Steps to Resolving Conflict:

The following guidelines have been developed to support respectful communication when concerns arise. It is expected that every attempt will be made to resolve concerns at the school level; or level closest to the concern.

If at any time, you need advice you can seek assistance/support in this process from:

- School Staff
- School District Office Staff (992-8802)
- School Parent Advisory Council Chairperson
- Trustees (992-8802)
- Web site - www.sd28.bc.ca

Finding a Resolution:

Identify the Concern

Try to resolve the concern:

- Begin at the school level between the concerned parties.

To help you do this:

- Focus on the student's needs.
- Define the real issue: What is needed and wanted?
- Make an appointment to see the person with whom you have a concern. Set a mutually satisfactory date and time.

- Prepare for the meeting – make notes, plan.
- Bring a support person if you desire, (inform the person with whom you meet).
- Respectfully, address your concern.
- Together, explore possible options and select the best solution.

Make a plan for resolution and success:

- Set up an action plan with times, dates and follow-up.

Seek Assistance

- ⇒ If the issue is not resolved, or an action plan is not successful, seek assistance from the Principal after informing the other party of your intent to do so.
- ⇒ If the issue concerns the Principal and you have not had success through the initial portion of this process, contact a Director of Instruction or the Superintendent of Schools at 992-8802 for assistance or support in resolving the issue.

If the issue remains unresolved after accessing assistance or support from a Director of Instruction or the Superintendent of Schools, contact the School Board using the Appeal Process (Bylaw No. 1). Call the School District Secretary-Treasurer at 992-8802 for information on the appeal process.

General Information

All concerns should be addressed. If you feel that you cannot approach the individual involved, please contact your school principal for assistance.

If you require more information please contact the School District Administration Office at 992-8802. The Quesnel School District believes that this Communications Protocol, developed by the School Board in partnership with the QDPAC, QDTA, QPVPA, CUPE Local 4990, and District Administration, will aid in a respectful and mutually satisfying resolution to problems and concerns.

The Communications Protocol Committee, under the direction of the Board of School Trustees, is committed to improving communications in the District. This is an on-going process and from time to time the established protocol procedures are reviewed. Your comments are welcomed.





SD28 Quesnel
Together we can



Strong Start



Play. Learn. Grow. Together.

StrongStart is a **FREE** drop-in program
for young children (0-5) and their caregivers.



OPEN HOUSE / REGISTRATION EVENT IN LEBOURDAIS PARK!

**Monday
September 21, 2025**

9:00 – 11:00 AM

Come say hello, register,
and learn more about
our StrongStart programs!



FIRST DAY OPEN!

**Tuesday
September 22, 2025**

We can't wait to
welcome you!



OUR STRONGSTART CENTRES



BARLOW CREEK
Elementary School

Educator: **Bailey Lowe**
✉ BaileyLowe@sd28.bc.ca



RIVERVIEW
Elementary School

Educator: **Laurel Styles**
✉ LaurelStyles@sd28.bc.ca



BOUCHIE LAKE
Elementary School

Educator: **Lacey Ratcliff**
✉ LaceyRatcliff@sd28.bc.ca



DRAGON LAKE
Elementary School

Educator: **Cari Rawling**
✉ CariRawling@sd28.bc.ca



For more information, visit:
www.sd28.bc.ca/strongstart



Join our Facebook group:
Quesnel StrongStart
A place to connect, ask questions



FREE SWIM DAY!

SPLASH, PLAY & HAVE FUN!



OCTOBER 23



1 PM - 3 PM



QUESNEL REC CENTRE



— HOSTED BY —
**QUESNEL
LIONS CLUB**