**Welcome to Kindergarten at Laurel Park!**

**Track 1     2017-2018**

**Welcome to Kindergarten! Here is a little information about how we run our days.**

**Transportation**:  If there is ever a change in your child’s transportation, please send a note with the bus number and/or carpool number*. Please do not send transportation changes via email*.  It is very important to discuss any changes with your child before he/she comes to school so that he/she will know what to expect at the end of the day.  You may also call and leave a message with the office before 12:00 if you have a transportation change.

**Dismissal and Tardies**:  Children must be checked out through the office by 3:15 for early dismissal.  Due to our recess time being 3:00-3:30 PLEASE check out for our classrooms before 3:00.

  If you arrive to school after 9:15am, please bring your child to the office for a tardy note. When students are late arriving to class they are missing valuable learning times and sometimes it creates a difficult adjustment for your child. It actually is helpful to have the children at school by around 9:00. That allows them time to unpack their backpack, take out their folders, etc. and they will not be rushed in the start to their day!

**Daily Folder**:  This folder will be used for school, parent, and teacher communication.  Notes from the office or from me may be inside the folder.  Please place any money or notes inside the folder.  *Please put money in an envelope or Ziploc bag labeled with your child’s name and purpose (ex. field trip, pictures, or lunch money).*  We *do not check backpacks*, so please make sure to put important information in the folder.

**Newsletters/ Email**:  I will email a weekly newsletter email at the beginning of each week.

**Birthdays**:  We all love celebrating kids' birthdays - there's no doubt about that. But a school birthday celebration doesn't need to involve cupcakes or other unhealthy foods.  So perhaps the school birthday celebration should focus on the birthday girl or boy, rather than food. Here are a few fun ideas to celebrate birthdays in the classroom: parent reading to the class, donation of a book to the classroom library, donate a school supply or game in honor of your child’s special day or healthy snack like fruit kabobs.

**Dress code:** Please be sure that you have read the section about appropriate dress in the Laurel Park handbook. Spaghetti strap tops are not allowed. Tank tops straps should be 3 fingers wide. Please stay away from super short skirts/shorts and shirts that show stomach.

We recommend that little girls in dresses or skirts wear some little playground or bike shorts under them. We sit with our legs crossed a lot, use monkey bars and are active each day either in PE or during active brain breaks during the day. We would like to see outer clothes not under clothes! ☺ Please make sure your child has appropriate shoes for daily recess and PE that allow them to run and play! (closed toe, rubber sole, even some sandals like Keens will work!)

**Lunch & Snack**:  Please feel free to join us for lunch starting August 15th.  This allows us enough time to help the students become familiar with lunch procedures before we have extra people joining us. Our lunch time will be 10:45-11:15am all year.

 Before joining us for lunch, please keep in mind the following:

* Please meet us at the cafeteria.  It is hard for us to all stay in line if we see our parents before we get to lunch.
* Please have your child sit in his/her own seat (no holding them on your lap) and allow them to completely feed themselves. This helps reinforce the independence skills we are trying to teach.
* Please say goodbye to your child in the cafeteria as the class starts to line up instead of walking back to the room with us (again it is hard to stay in line while parents are walking with us).

 You are also able to prepay the lunch account online at <https://www.myschoolbucks.com/> (it may take 24 hours for the payment to show up in the account).

We will have snack each afternoon in the classroom.  Your child should bring a snack *every day*.  Please send in a water bottle as well if you’d like (we do have a water fountain in the classroom).  Please make sure snack is separate from lunch.  I suggest putting it in a different area of the backpack.    Please make sure the snack is healthy and easy for him/her to open and if they will need a spoon or fork pack that as well. Candy and soda are not allowed.

**Recess**: We will have recess each day all year unless it is dangerously hot or cold. Your child may bring a refillable water bottle, hat, or sunglasses to be comfortable.

**Joining us at School**:  There will be many opportunities over the year for you to join us at school.  Please help us by following some simple guidelines while you are with us.

* Your child is still part of the class and needs to be doing what the class is doing present.
* Please do not hold your child on your lap/pick them up while at school.  Independence is an important goal and it helps to reinforce this if we insist that they are the ones responsible for themselves.
* If your child is not ready for you to join us (cries when it is time for you to leave, cries when you need to work with other children, cannot attend to work while you are here) we will suggest you to take a break from joining us and try again in a few weeks.  It is difficult for some children to have a parent in the room and not their full attention.  Sometimes they just need time to become comfortable and self-sufficient in their classrooms.

**Report Cards/Parent Conferences**:  Your child will receive a report card at the end of each quarter.  I will be holding parent conferences twice during the year (scheduled over Track Out September and March).

**Other Communication**:  If at any time you would like to discuss your child’s progress, please feel free to schedule a conference.  Please do not “stop by” at the beginning or ending of our school day and try to discuss your child’s progress.  These are very busy times of the day and I cannot give you my full attention.  Our meetings will be much more informative if you set up a conference ahead of time so I can prepare.  You can email or send a note to set up a conference.  I will be happy to write you back as soon as possible.  We aim to reply within 24 hours (but as you know life can get in the way).  Email usually is the quickest and easiest way to contact me.  My motto is when in doubt ask if you have a question or concern.

Kindergarten is a very exciting and busy time.  Please keep in mind that these routines and activities are subject to change. However, keeping this handy and referring to them throughout the year will be helpful. **Please** feel free to contact me with any questions or concerns.