

2016- 2017

IMPORTANT KINDERGARTEN INFORMATION

(Please keep this note for your reference during the year.)

Welcome to Yealey School! We're glad to have both you and your student with us. We hope this note will acquaint you with some of our routines and answer some questions you might have.

1. **NAME TAGS:** Each child will be given a name tag on his/her first day of school. Both teachers and bus drivers need this information. **PLEASE** make sure that your child wears his/her name tag every day for the first two weeks of school. If the name tag is destroyed or misplaced, you will need to pin a note containing the child's name, address, (destination after school), and bus number to his clothing the first two weeks of attendance.
2. **BREAKFAST:** Breakfast is available in the cafeteria before school for any of our AM students. It is not mandatory, and we do not go down as a group to eat breakfast. A breakfast menu calendar will be sent home each month. **AM students do not eat lunch at school.**
3. **LUNCH:** PM students **WILL NOT** be eating lunch at school during the year. Please make sure that your child has a balanced lunch before school. It is a long afternoon and we do not want them to be hungry. Junk food seems to make them more tired and sluggish later in the afternoon. Make sure they get some fruits and vegetables.
4. **Money and Notes:** It is VERY IMPORTANT that any money your child brings to school be sent in a sealed envelope labeled with the child's name, and the purpose for which the money is to be used. Please impress upon your child that the note be given to the teacher first thing, as he/she enters the classroom (especially any note dealing with transportation changes.)
5. **TRANSPORTATION:** Most of our students are transported to and from their session by bus. The rule from last year regarding transportation is still the same. The rule says that each child is able to have only one designated bus stop. That means that your child will no longer be able to ride one bus on certain days to daycare and another bus on other days to your home. We will have to establish only one transportation plan per child. If your child is to leave school with **ANYONE** other than parents, guardians, or on the assigned bus, we **MUST** have a note from you before we can release that child. If you must pick up your child from school at the end of the session, you also need to send the teacher a note; if you are delayed and do not arrive before the bus leaves, and you have not sent a note, your child will be put on the bus as usual. **WE CANNOT TAKE A CHILD'S WORD THAT HE/SHE IS SUPPOSED TO BE PICKED UP.** These rules are for your child's safety!!!! At the end of the day it is hard for us to hear the names called. So if you decide to pick up your child one day, please send us a note. The rules for transportation can be found on the Boone County School web site at (www.booneschools.ky.us)

If your child is transported to the morning session by car instead of on the school bus, it is not necessary for him/her to arrive before 8:30. But the doors to the cafeteria do open at 8:00. **The new school time is 8:40.** Your child will be marked **TARDY** if they arrive after 8:40. **They are to be in the room no later than 8:40. First bell is 8:35 and in the room by 8:40.**

If your child is going to be a permanent pick-up in the AM class your child will be dismissed outside the kindergarten doors on the side of the building at 12:02. Families will be assigned a

number that is to be displayed in the front car window. Parents will not exit their vehicles, but drive into the half circle and wait for their child to be brought to them by kindergarten staff. Each family will be given 3 laminated numbers to share among cars. This number will be your signature for pickup. When you arrive, please pull through to the furthest position available so that we do not block street traffic. Day Care transportation will be stationed with buses and all students will walk with teachers at dismissal. **If you are later than 12:02 you will need to pick up your child in the office.**

IMPORTANT: Any student that is being picked up on occasion will need to be signed out through the front office. This will now become the only way that adults enter our building during the instructional school day. You need to send us a note or call the office to let us know.

PM STUDENTS: If your child does not ride the school bus to the afternoon session, parents should bring their child under the awning by the door by 12:30. Please do not park along the sidewalk. The buses will be pulled there to drop off the students. You are to wait outside with your child by the door until we meet you. School starts at 12:32. We will come up to bring the students to our room at 12:32. Do not send them to the room before this time. If someone else is delivering your child, please make sure that person knows the correct times. If you are late, and the teachers have gone to the classroom, you need to get a late slip from the office before sending them down to class and they will be marked tardy.

If you are picking up your PM student from school in the afternoon please follow the directions on the sheet that has been given to you. You will fill out the information sheet to receive a number for your child to have on their backpack. It is very important that your child does not lose this number.

Until the bus routes become established (about the first two weeks of school) buses will probably be early picking children up and late dropping them off. For the first couple of weeks we take a lot of time dismissing in the afternoons, being as careful as we can to get each student on the correct bus. We encourage you to be watching for your child's pick-up bus to arrive even before the scheduled time. On the other hand, don't be alarmed if your child is not home by the scheduled time, especially during the first weeks of school. If your child's bus seems extremely late, please check with nearby neighbors first before calling the school.

Buses for AM and PM students will enter the building through the covered walkway in the front of the school. Bus aides, Kindergarten teachers and assistants, and other school personnel will be on hand to make sure your child gets into the building safely, and to the correct classroom. Don't worry!! Just make sure your child has his/her name tag.

6. **SCHOOL HOURS:** Please establish a routine in sending your child to school and/or picking him up at the end of the session. Promptness on your part will help develop the same desirable character trait in your child. This is especially important if your child is transported by car. If a child remains past the morning session's dismissal time or another arrives too early for the afternoon session, they will have to wait in the office, which may frighten or upset them. We appreciate your cooperation!

The **MORNING** session will run from 8:40-12:02. (Buses leave at 12:02). The **AFTERNOON** session will run from 12:32 until 3:40. State regulations require students who arrive late or leave early to be marked tardy.

7. **ILLNESS and ABSENCES:** The health of your child is important to us. Children are very generous about sharing their diseases with each other; therefore, you are asked to keep your child at home if he/she has any signs of illness. Parents of children who come to school sick, or

who become ill during the school day, will be called and asked to take their children home. Children are required to bring to school a short written excuse note signed by a parent or guardian after each absence. A phone call to the office does not take place of the written excuse note.

8. **BIRTHDAYS**: We will celebrate individual birthdays on the school day closest to your child's birth date. If you would like your child to treat classmates on his/her birthday, you may send cupcakes, cookies, or wrapped treats such as lollipops , candy bars, stickers, favors, etc. for each child in the class. Everything must be store bought. **REMEMBER NO PEANUT PRODUCTS!!!**

9. **CLOTHING**: Your child is expected to wear appropriate attire when attending school. Please see the Yealey Handbook and the Boone County Schools Handbook for any restrictions. Please label hats, coats, sweaters, backpacks, etc. with his/her name. Girls if wearing spaghetti straps or tank tops you must have a sweater covering the straps.

10. **GYM SHOES**: Kindergarten students will be scheduled for physical education class on a certain day each week, and they are required to wear gym shoes (tennis shoes) on that day. Please see that your child wears gym shoes on PE days. It is difficult to explain to a young child why he/she cannot participate with the others due to a lack of proper shoes. Gym shoes or any comfortable shoes with a soft rubber non-slip and non-marking sole, are the safest footwear for young students at all times, especially on nice days when we might go out to the playground.

11. **EDUCATIONAL DESIGN**: In addition to the basic classroom program with the homeroom teacher and assistant, the kindergarten students will participate in gym, music, art, computer, library, and language. Students also receive occasional group guidance lessons from the guidance counselor, and speech/language therapy if needed. If you feel our speech therapist, needs to evaluate your child's speech or hearing, please let the teacher know.

12. **REPORT CARDS**: Primary reports are sent home after each quarter. A **MANDATORY** parent-teacher conference is required on scheduled conference days. You will be receiving more information from the teachers later concerning progress reports and conference days. This takes place in October.

13. **FIELD TRIPS**: We occasionally take one or two trips during the year in conjunction with units of study. There will be a charge to cover admission and transportation for most trips. Some of our field trips may require the kindergarten student to stay longer than the normal session hours. We will give you plenty of advance notice on these trips.

14. **PHONE**: If you need to contact us, please send a note or call Yealey School, and leave a message. The teacher will return your call as soon as possible. The school phone number is 282-3333.

15. **SUPPLIES**: Kindergarten fees for the school year is \$60.00. This is payable at the beginning of the year. If writing a check make it payable to Yealey. A supply list is also in the manila folder. You can pay your child's fees on-line but there is a \$3.00 charge.

We look forward to working with you and your child this year!

Kindergarten Teachers