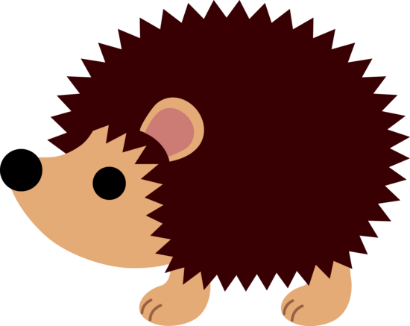
**Mrs. Vega & Mrs. Thorpe’s**

**abc’s of kindergarten**

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**2017-2018**

**A is for…**

**Absences** - Please send in a note explaining why your child was absent from school the next day he/she returns to school. Failure to send in a note with your child will result in your child’s absence being recorded as “unexcused.” Please refer to the student-parent handbook for more information about excused and unexcused absences.

**Arrival** - Our instructional day begins promptly at 9:15 a.m. Children may begin to enter the classroom at 8:45 a.m. (no earlier). The 30 minute arrival time gives the children the opportunity to get their morning work/centers completed before our instructional day begins.

**Attendance** - A successful school experience is the responsibility of the children, the parents, and the school. Your child’s progress, both academically and socially, is influenced to a great extent by daily attendance at school.

**B is for…**

**Backpacks** - To help your child carry his/her daily folder and other materials (lunch bag, pillow, etc.) to and from school, you are asked to provide a backpack large enough to accommodate these items. Please be sure that the backpack does NOT have wheels. Have your child share the contents of his/her backpack with you daily.

**Birthdays** - Birthdays are special occasions for everyone in the class. You are more than welcome to provide a birthday treat for the whole class on/around your child’s birthday. All birthday treats MUST be store bought. Please NO cupcakes! The children will have the opportunity to enjoy their birthday treat during our snack time.

**Birthday Invitations** - We do not want to have any hurt feelings in our class, so we are only allowing birthday invitations to be passed out if ALL students in the class are being invited. The directory can be used to contact individual parents to arrange smaller gatherings.

**C is for…**

**Clothes** - Please keep in mind prior to choosing which outfit your child will wear to school that learning in the classroom can, at times, get a little “messy.” Please be sure to dress your child in clothes that he/she can manage on his/her own (able to button coat, zip pants, tie shoes, etc.). The children will be going outside to play each afternoon for 30 minutes.

**Conferences** - Please contact me any time you wish to discuss your child’s progress. We can communicate through e-mail, telephone calls, written notes, and/or in-person conferences. Parent/Teacher conferences are held twice a year (Fall and Spring). At these conferences, I will review your child’s accomplishments, strengths, and overall progress. If you or I should have any concerns regarding your child, additional conferences will be scheduled.

**Checking out early-** If you need to pick your child up early from school, it is school policy that you must check them out before **3pm**. If you arrive after 3:00, you will not be allowed to take your child, and will have to wait until dismissal.

**D is for…**

**Discipline** - My philosophy regarding discipline is based on the belief that children need affectionate care and firm guidelines within an enriching and safe educational environment. The children in the class will be influential in defining what a quality student and teacher look like.

**Dismissal** - All children will be expected to leave school by their established dismissal routine, unless a note has been received requesting a change in transportation. If there is a last minute transportation change, please be sure to call the main office (919-577-1700) to request the change.

**Dress Code** - Wake County’s dress code is available online on the school website. Please note that halter tops and spaghetti strap tops are not permitted, and your child will be required to change their clothes. If a change of clothes is not available, you will be called to provide appropriate clothing.

**Dojo-** We will be using the Class Dojo Website/app to track behavior in the classroom and as a means of communication. More information will be provided at our Open House session.

**E is for…**

**Early Release** - Please refer to the year-round calendar and/or Wake County’s website for the specific early release dates. School dismisses at **1:15 p.m**. on early release days.

**Emergency Information** - **It is very important that the school (and I) have up-to-date emergency contact for each child.** Please return the enclosed emergency contact sheet as soon as possible so we have all the necessary information should an emergency arise. **If any of the information changes during the year, please let me (and the office) know ASAP!** Thanks!

**F is for…**

**Folders** - Each day your child will be coming home with his/her “Daily Folder.” This folder is an excellent method to open the door of communication between the classroom and your home. Inside the folder will be notices from the main office and the class. **When sending in money to school (either cash or check), please place it in an envelope/Ziploc with your child’s name clearly written on it and what the money is for (i.e.: lunch, PTA, book orders, etc.).**

**Footwear** - Please have your child wear shoes that are appropriate for kindergarten each day. Please be reminded that, weather permitting, we will be going outside to play each afternoon. Also, if your child is not wearing sneakers the day that our class has Physical Education, he/she will not be able to participate in the P.E. activity.

* If your child will be wearing shoes with laces, please be sure that he/she is learning to and/or knows how to tie his/her laces independently. We highly recommend Velcro ☺

Your child will also not be able to use our play equipment if he/she is not wearing sneakers.

**G is for…**

**Got Questions?** - I know that this is “information overload.” Please feel free to send a message on Class Dojo to school or e-mail me with any questions and concerns that you may have over the school year.

**H is for…**

**Handwriting** – Please work on your child’s handwriting daily. Correct pencil grip and use of scissors is a very important skill that helps your child be successful in school.

**I is for…**

**Illness** - The question of when to keep your child home from school is often a difficult one, especially when decisions must be made first thing in the morning. It is important, however, to keep your child home if he/she is ill. ***Please consider your child’s comfort, as well as the health of others, when deciding whether or not your child should attend school.*** Your child should be fever, vomit, diarrhea-free for at LEAST 24 hours before returning to school.

**Independence** - Our goal is to help your children become responsible for their choices, actions, belongings, and learning. As such, we will encourage and teach your children to unpack their own book bags, get out snacks, clean up materials, etc. You can assist us in this valuable endeavor by encouraging your child to walk to class independently after the first day of school. Additionally, please encourage older siblings to go to his/her classroom in the morning. We begin our instruction once your child enters our classroom, and we want to begin on a positive note. Children often become more emotional when mom/dad is standing at the door. Thank you for helping us teach this valuable life skill!

**J is for…**

**Junk Food** - Please help me to encourage healthy food choices by sending in healthy snacks and lunches. Your cooperation is greatly appreciated!

**K is for…**

**Keep updated** - You can keep updated by checking your email, reading Class Dojo messages, checking our website weekly…and by always checking your child’s daily folders for flyers, notes, school and PTA newsletters, etc.

**L is for…**

**Labeling items** - Please label your child’s backpack, lunch box, coat, hat, gloves/mittens, etc. with his/her name. Many children have similar items and it really helps if things get lost!

**Lunch Bunch** - Parents are more than welcome to come in for “lunch bunch” throughout the year during our class’ lunch time. Lunch bunch is a time for a small group of students to eat lunch with a registered volunteer while being read some quality literature selections. The lunch bunch group consists of 4 students (the volunteer’s child plus 3 friends). Lunch Bunch will begin 2nd quarter

**M is for…**

**Media Center** - We will visit the Media Center on a rotating schedule (this schedule can be found on our class website.). The students will have the opportunity to check out books on a weekly basis. Please remember to send your child’s library book back to school on our Media/library day.

**N is for…**

**Notes** – When sending notes to school, please place them in the red daily folder.

**O is for…**

**Office** – Please sign in at the office upon entering the building.

**P is for…**

**Parent Involvement** - Your support of school activities makes your child feel important and send the important message that **YOU value school**!

**PM Transportation** - Children will have tags placed on their book bags that states their PM mode of transportation (walker, bus, carpool, afterschool care, etc.). The tag will also include their name, carpool number (if applicable), and bus stop (if applicable). These tags need to stay on their backpacks all year

**Change in Pick-Up**: If you child normally rides the bus but you need to pick him/her up, simply go to the office. Please have your ID with you. The office will call down to our room for your child. I am not allowed to dismiss from the classroom.

**Early Release Days:** Please keep in mind that school dismisses at **1:15 p.m.** on early release days.

**Parent Teacher Association (PTA)** - So many of the awesome activities and resources available at Holly Grove E.S. are a result of the cooperation between parents and teachers in the PTA. Be sure to return the PTA registration form ASAP!

**Q is for…**

**Quick and Quiet Hellos** - A quick and quiet hello to your child when you arrive to volunteer is always welcome. ☺ This allows your child to stay focused and get right back to their learning!

**Quiet Time** - The children will be resting for about 20 minutes each afternoon during 1st quarter. Please send in a small pillow for your child to use. These will be sent home each Friday to be washed/ cleaned and should be sent back to school on Monday.

**R is for…**

**Reading** - The most important homework in kindergarten is READING! Research shows that there is a direct correlation between achievement and the number of minutes read independently each day. It is highly recommended that your child will be read to/read for at least 20 minutes 5 times a week (or 100 minutes per week).

**Recess** - We have recess daily from 11:05 p.m. –11:35 p.m., weather permitting. Please make sure that your child is dressed appropriately. Students who choose to wear flip flops, or sandals with no back strap will not be allowed to climb/play on the equipment. Thirty minutes of recess per day is mandated by law, and we want all of the children to fully enjoy their time outside. In the event of inclement weather, we will have recess inside our classroom.

**Room parent** - The room parent’s job is to be available for a number of things: to help coordinate special events, to seek out volunteers for our classroom, and to be our classroom’s PTA contact person, to name just a few. This position is demanding…in terms of the amount of time and energy that one must have; however, just seeing the children in the class smile because of your efforts will be the biggest reward of all! Please get in contact with me if you are interested in being our class’ room parent! ☺

**S if for…**

**Snack** - We will eat snack each day at 2:40. Snack should be labeled with their name and “snack” separate from your child’s lunch to eliminate any confusion on your child’s part. Please send healthy snacks only and remember to send in a spoon or any needed utensils with your child. Your child will have approximately 10 minutes to eat his/her snack; please keep this in mind when selecting a snack for him/her.

**Specials** - We will participate in a special class rotation. Please pay careful attention to the schedule that is on our class website, as your child will not be able to fully participate in P.E. without tennis shoes/sneakers, and will not be able to check out books if they forget their books on Media Center day.

**T is for…**

**Transportation** - I cannot stress the importance of letting me know in writing if you want your child to go home using a different mode of transportation. Do not rely on your child to tell me about transportation information. If a written note is not received, your child will be sent home via his/her usual mode of afternoon transportation.

**Tuesday Folder** - Each Tuesday an orange folder will be coming home with your child. Inside you will find work that your child completed the week before in class. Please be sure to empty the folder and return it to school on WEDNESDAY. Looking over this material **with** your child will help him/her take ownership of his/her work.

**U is for…**

**Unique** - Kindergarteners learn that they are special and unique. We have many activities that allow them to describe how they are alike, as well as different from others. Students will have the opportunity to share their cultures, and we will all learn about different cultures throughout the world.

**V is for…**

**Visitors** - All visitors must use the front entrance and sign in through the main office. Visitors will receive a visitor’s sticker anytime they are volunteering or visiting the school.

**Volunteers** - We love having volunteers help out in the class and on field trips! Prior to volunteering, however, each parent **MUST** complete a Wake County Volunteer Application (this needs to be completed at the beginning of *each* school year). The volunteer application must be filled out on a Wake County computer…please visit the Media Center to apply. I will send home a Google Form for those that wish to volunteer. Since we are learning routines and procedures during the first month of school (and it’s easier to do this without extra people in the room), volunteer opportunities will begin in the middle of August.

**W is for…**

**Water Bottles** - We have a water fountain available in our classroom. Students may choose to bring water bottles to keep in their cubbies. In fact, water is “fuel for the brain,” and I encourage students to drink during the day to keep their brains working! I only ask that you please send “pop top” water bottles rather than “screw top” water bottles…this helps tremendously and leads to a lot less spills! And, don’t forget to label the water bottle with your child’s name. Thanks!

**Wish Items** - Throughout the year the class will need special supplies (candy, craft foam, etc.) above and beyond our classroom materials. I will send a message or sign up to gather these supplies.

**X is for…**

**eXtra Clothes** - Please send in a change of clothes, underwear, and socks in a labeled Ziploc bag. Whether it’s a spill from lunch, a messy art project, or another type of accident…it always helps to be prepared! Soiled clothes will be sent home in a plastic bag, so you’ll know that an extra set of clothes need to be sent in. Extra clothes will be sent home each time we track out. Please be sure you send in clothes for each “track in” that is season appropriate.

**Y is for…**

**YOU!** - You are your child’s first teacher and I need your help to make his/her kindergarten year a success! Strong family-school partnerships encourage students to actively participate in the learning process…thanks for all you do! ☺

**Z is for…**

**Zzzz** – Please make sure that your child gets plenty of rest! Our day is quite busy and packed full of fun and meaningful learning activities. It discomforts me when I see a child trying so hard to keep his/her eyes open in class when he/she simply wants to go to sleep. Setting and keeping a bedtime is a wonderful gift that you can give to your child. It will help him/her be more alert and be able to function in an environment that is a little more structured. It is recommended that a 5-6 year old child receive *at least* 9-10 hours of sleep each night.