

KINDERGARTEN HANDBOOK



Kindergarten

South School

Please keep this handy for easy reference during the school year.

Hello and Welcome to Kindergarten. We look forward to working with you to create a happy, enriching and wonderful year for your child. The kindergarten team wants you to share your ideas, insights and observations about your child. We will share information about your child's school experiences through newsletters, phone calls, conferences and emails. By maintaining good two-way communication, we can support each other as we work together for the benefit of your child.

Anytime you have a concern or there is some change that might affect your child in school, please call, email or send a note to inform your child's teacher of the situation. Our classroom calendar/newsletter will keep you informed of activities, upcoming events, changes in schedule and requests for help or supplies.

We look forward to meeting you at "Meet and Greet" and Bus Orientation during the first week of September! It will be a special opportunity for you and your child to explore the classroom while meeting some new friends. When you enter the front door of South School, you can follow the stars to the kindergarten hallway.

BASIC INFORMATION

****Schedule: 8:50 - 2:50***

****Early Release Days: 8:50 - 12:50***

****Specialist Schedule: Will be distributed by your child's teacher in September. Specialist classes include: Library, Art, Music, Computer Lab, Physical Education and Spanish.***

****Prior to the First Day of school: You and your child will visit the classroom and meet your teacher during "Meet and Greet" Day! Children will have the opportunity to become acquainted with their new classroom and meet a few new friends. Basic information will be shared and questions that you may have will be answered.***

****Please Note: You will receive a summer letter in August to specify all the dates for these "Start-Of-The-Year" Events!***

****Arrival/Dismissal:*** Teachers will be waiting outside at the bus loop for your child at the beginning of each day. There will also be additional kindergarten school personnel waiting inside the building in the front foyer of the school for children who get dropped off or walk to school.

Your child will receive a name tag during "Meet and Greet" before the first day of school in September. **Please have your child wear their nametag for the first two weeks of school.**

****School Bus:*** During dismissal, your child will be escorted to the bus. Be sure someone is at the bus stop to meet your kindergarten child. The bus driver will keep any child, who is not met by an adult, on the bus. That child will be returned to school after the bus completes its run. It's a long ride, but your child will be safe. If this happens call the Transportation Dept. (781-741-1510) immediately. They will be able to radio the bus driver to confirm that your child is on the bus. Stay calm and go to the school to pick up your child.

IMPORTANT NOTE ~ It is a town-wide policy that children are not permitted to ride a bus other than their regularly assigned bus. Children, not going to a stop on their regular bus route after school, must be picked up at school. It is the school policy that you must send in a note indicating the name of the adult who will be picking up your child. Anyone (including a parent) who picks up a child before the end of the day must stop at the office and sign out the child. **Anytime you plan on picking up your child from school a note is also needed. We cannot accept a verbal message from a child that you are coming to get him/her.** If someone other than a parent is picking up your child, they will need to show identification. Also, for unexpected transportation changes, please contact the office at 741-1540..

****Six-Day Cycle:*** Hingham Public Schools run on a six-day cycle. We don't abide by a Monday-Friday schedule. For example: if Monday is Day 1, then Tuesday will be Day 2, Wednesday will be Day 3,

Thursday will be Day 4, Friday will be Day 5 and the following Monday will be Day 6. The cycle will then start over again beginning on Tuesday with Day 1. We will do our best to keep you up-to-date!

***Lunch/Snack:** Students have the choice to purchase a school lunch or bring a lunch from home. A healthy (peanut free) mid-morning and mid-afternoon snack will need to be packed for students each day also. Your child will also need to bring in a **small reusable water bottle** each day. Some ideas for simple and healthy snacks are: saltines and cheese, animal crackers or graham crackers, apples and pretzels.

***Birthday Celebrations:** We love birthdays and honor each birthday child with a special crown or sticker/bookmark. Please refer to your child's teacher for specific Birthday celebration details! Please do NOT send in birthday treats as we honor the new Wellness Guidelines for children that the state of Massachusetts has adopted.

***Mail Folders:** There is a lot of mail in kindergarten. Each child will be given a mail folder. This folder will carry the mail to and from school. Please send the folder to school **everyday** - even if it is empty. It will be sent back home everyday - even if it is empty. Please be sure to check your child's mail folder **every** day for notices.

***Conferences:** Parent-teacher conferences are held in the **afternoons** of the first Wednesday of some months (refer to school calendar). Students will be dismissed at 12:50 pm (the same time as the upper grade students) on early release/conference days. *Please contact your child's teacher if you would like to schedule a conference at another time.*

***Absence:** If your child will be absent, please call the office (781.741.1540). Your child needs a **written note** when returning to school after an absence, even if you have verbally notified the office. Children who have had a fever need to be fever free for **24 hours** before returning to school.

***Tardiness:** A child is considered "tardy" anytime after 8:50 a.m. Many housekeeping activities as well as "welcoming" activities take place beginning at the start of the school day. Please help your child develop "school responsibility" by arriving to school on time.

***Clothing:** Please dress your child in play clothes and appropriate footwear. When children wear clogs, sandals, or party shoes, they often have a difficult time playing on the playground. Please send in an extra set of cloths (sweatpants, shirt, socks and underwear) in a labeled zip-lock baggie.

***Rest time:** A short rest time will be scheduled after lunch..

***Backpacks:** Your child needs a large backpack (one that has a large opening) for carrying notices, projects, and winter gear. Please be sure it does not have wheels and is free of key chains. Your child's backpack will need to be labeled with his/her name.

***Volunteers:** Volunteers are highly valued in our classroom. All who are able are invited to participate at home or at school by giving time and/or supplies. Your support in the classroom will vary from teaching small groups to providing items for special activities. It is not possible to have younger siblings with you while you volunteer in the classroom. Classroom volunteers will begin sometime in mid October

***Library Media Center:** The children will visit the library to listen to a story and borrow a book. Please help your child develop a plan to remember to return the book on library day. The library will charge for lost or damaged books. Any correspondence about lost books should be directed to the library. It is recommended that you place library books in a plastic bag. That way if a water bottle should leak, it won't damage the library book.

***Gym & Recess:** Children will have physical education instruction. They also go outside to recess many days weather/time permitting. **Sneakers** are the safest footwear for both gym and recess.

***Lost and Found:** If you label your child's clothing with his/her name, it will make it possible to return "lost" items. Kindergartners often do not recognize their own possessions and many articles of clothing are left in the lost and found.

***School Supplies:** *A request for specific materials will be listed in the summer letter that you will receive in August.*