

Dear Families,

Welcome to Kindergarten at Bridge School! We are very excited to be working with you and your child this school year. As partners, we will work together to ensure the best possible learning experience for your child. With the start of the new school year, we would like to inform you of some of the procedures that will be part of our daily schedule.

Drop-off/Pick-up- Children should never be left alone to wait outside. During inclement weather please drop off your child inside the school auditorium. Also please remember pick up times, and remind students to wait with their teacher at the door until they see the person that is meeting them. Parents that are late will be called at home, and children will be sent to the office to be picked up.

School Start Time: 8:00am **School End Time: 3:00pm**

Attendance- Please call the school office by 8:00am if you're child is going to be absent. A signed and dated note must be sent to school after every absence. A note is kept on file, even if parents have been called at home. "Excused" absences include: Student Illness, Death in the Family, Family Emergency, and Religious Holiday. You may use the attached absence templates to fill out and turn in to your child's teacher.

Money/Notes- Any money sent to school for field trips, Book Fairs, lunch, etc, needs to be placed in a zip lock bag for your child with their name on it. Please place any notes addressed to the teacher or school office in your child's homework folder and keep your child informed when doing so.

Dress Code- Kindergarten students are not required to wear uniforms. Students participate daily in movement activities, and will often sit on the carpet. Comfortable clothing and gym shoes are advised. Velcro gym shoes are recommended for students who have not learned how to tie shoes. Students may only wear post earrings; **NO** hoop earrings, tattoos, "flip flop" sandals, open toe shoes or long necklaces are allowed. Gym uniforms are sold by the P.T.A. If you wish to purchase gym uniforms, please contact the office for more information. Bridge school t-shirts are recommended to be worn on field trips.

Lost & Found- Students are responsible for their own belongings. Lost & Found is located in the locker nearest to the school office.

School Supplies- A large backpack and (1) Pocket Folder must be brought to school every day. The folder will be our method of communication, so please remember to check every day for homework assignments, notices, and other important papers. The backpack should be large enough to hold the pocket folder. Laminated folders are heavier and will last longer. Supplies

needed at home include: Pencils, Erasers, Crayons, Children's Scissors, and Glue, to complete homework assignments. For security reasons, only homework folders, extra shoes, and Show and Tell items will be allowed in backpacks.

Homework - We will be assigning homework because we believe that it is important that students practice what we have taught in class independently. Homework packets will be given every Monday and must be turned in, completed on Friday of that same week. Your child is to complete 1 (double sided) sheet per day. It is important that homework is done on a daily basis in order for students to develop proper homework habits. In addition your child must complete a book report sheet that will be part of the homework packet. Unless stated, all homework is to be written in pencil only. Please read the directions to your child, but have him/her do the work themselves. If your child has difficulty with a handwriting assignment, you may write on the assignment sheet with ink, and have your child "trace", using a pencil. If problems still continue, please write us a note explaining what you believe to be the problem. Remember to check your child's packet before he or she turns it in to ensure that it is completed to the best of his or her ability.

Breakfast/Lunch- Breakfast is served at the beginning of the school day in the classroom and is **free for everyone!** Breakfast will not be served to students that arrive late to school. Lunch is served in the Bridge School Cafeteria at 11:30 am. Students may choose to bring a lunch from home or enjoy the lunch provided by our school. We do not serve pork products.

Behavior- In order to instill a positive classroom environment, suitable for learning, we have a behavior management system in place in which the children are expected to follow rules and routines appropriately. If your child is having difficulty following classroom procedures or is consistently misbehaving in class we will require a parent- teacher meeting. You will be able to monitor your child's classroom behavior on a daily basis by checking their behavior calendar. Please look at this report everyday with your child and sign it. This report must stay in your child's folder.

Celebrations- For your child's birthday you are welcome to bring goodie bags for the class, for your child to pass out, as long as they do NOT include anything edible. Please do not write students names on goodie bags so that it is easier to distribute to the class.

Medications: The school nurse will administer all medications. Please contact the office if your child is to be given any medicine during school hours. If your child has asthma, you will need to leave a spare inhaler with the office. **Do not send medicine to school in your child's backpack. This includes cough drops and chapstick. Please report any allergies to your classroom teacher or the school office.**

Field Trips: We will attend various field trips throughout the school year. You will be notified ahead of time all the details of the trip including destinations, dates, times as well as costs. Volunteers are always welcomed join us on trips and help chaperone. In an effort to allow as many parents to participate in classroom field trips we will only allow parents to join us on **one** school trip.

Volunteers: Volunteers are much needed and a welcomed part of the classroom. We really look forward to working with you! This partnership is so important to make our classroom successful. Together we will work on making this year very enjoyable! If you are interested in volunteering please fill out the attached form and return it to school with your child.

Please send a note in your child's folder if you have any questions, concerns, or wish to schedule a conference. We are available before and after school to meet. And don't forget to Read! Read! Read! Read with your child as much as possible. This special time is critical to successful literacy development

Welcome again to a wonderful year!

Sincerely,

Your Kindergarten Team