

Welcome to Kindergarten! This is one of the most important years of your child's academic career, a time when attitudes toward school are formed. Since Kindergarten helps build a foundation for learning, we can build a strong one by working together toward the same goals for the benefit of your child. With this in mind, here are some expectations, guidelines, and ideas that will make your child's introduction to public education a positive experience.

1st Week & Month of school

When bringing your child to school please say good-bye lovingly and leave quickly, even though your child may seem upset. We will take good care of your Kindergarten!



Chaffee Trail Elementary's Kindergarten ABC's



A

Absences-Excessive absences hinder a child's progress. If your child is absent, you must send a note in your child's agenda when he/she returns. Please include the date of absence, and the reason for the absence. Absences other than illnesses or family emergencies are considered unexcused.

****Agenda**** - Please be sure to check and sign your child's agenda each night and return to school the following day.

Attendance-Regular school attendance is essential for your child to make the most of his/her education. Please make every effort to have your child at school everyday.

Assessment-We use several instruments to assess students in Kindergarten. We will administer state based assessments such as FAIR, ECHO and

FLKRS. We will also use informal observation surveys, conferencing notes, portfolios and running records.

Arrival-Your child should come to school no earlier than 8:00 AM. The first bell rings at 8:25AM. Instruction will begin promptly at 8:30AM. If your child arrives after 8:30AM, they must go to the main office to obtain a tardy slip before being admitted to class.



B

Birthdays- We recognize birthdays in Kindergarten. Please let us know ahead of time either verbally or with a note if you would like to send in treats for the class, so that we can prepare our schedule accordingly. DO NOT send birthday invitations to school unless one will be given to every student in the class.

Backpacks-Your child's backpack should be big enough to hold a pocket folder and agenda. Backpacks help your child carry folders, notes, projects, and books to and from school. Please check your child's backpack DAILY. *Rolling backpacks do not fit in our cubbies, so they will not be allowed.*

Breakfast-Breakfast is the most important meal of the day. Please make sure that your child eats at home or knows to go to the cafeteria as soon as they arrive at school. Breakfast is served in the cafeteria each morning. The cost of breakfast is \$1.00 and reduced breakfast is \$0.30. Parents may set up an account at www.mylunchmoney.com in order to prepay for breakfast and/or lunch. There will be a \$1.95 transaction fee.



C

Clothing- Please dress your child in comfortable clothing that is appropriate for Kindergarten. Sneakers are preferred for P.E. days for your child's safety. **Backless shoes and spaghetti strap shirts are not permitted.** (Please refer to the Duval County Public Schools Student Code of Conduct book for further information regarding appropriate attire).

Communication- Communication between home and school is very important. If you feel the need to talk to me, please call the school, write a note in your child's agenda, or email me. I will get back with you as soon as I can. **PLEASE**

MAKE SURE TO CHECK AND SIGN YOUR CHILD'S AGENDA EVERY NIGHT!



D

Dismissal-Dismissal for Kindergarten will begin at 2:45 P.M. Please do not come to the classroom to pick your child up. Your child will be dismissed and will go to the designated pick up locations with a teacher. If for some reason you need to take your child out of school early, you must go to the office and sign her/him out BEFORE 2:15pm. **If dismissal plans change, please send a note in your child's agenda to notify us of the change, otherwise your child will be sent home their usual way.**



E

Early Dismissal-Students will be dismissed at 1:45 pm on early dismissal days. A schedule of early dismissal dates is available online at www.duvalschools.org

Emergency Cards-Your child will have an emergency card on file. At least two working phone numbers are required in order to contact parents in case of illness or emergency. Please notify us of any changes as soon as possible.



F

Field Trips-We will take several educational field trips during the year. A permission slip will be required for each field trip. If we do not receive a permission slip, your child will not be allowed to go with the class. Permission must be in writing and only the school generated permission slip forms will be accepted - permission will not be granted over the phone. If you wish to chaperone, you must fill out the volunteer forms and be approved prior to attending the field trip. Field trip t-shirts will be available for \$6.00 at the beginning of the year. Please wear the t-shirt on field trip days.



G

Guidance-Our school counselor is available to conduct classroom guidance lessons.

Good night's sleep-We do not have naptime. Please make sure your child gets plenty of sleep.



H

Homework-Your child will have homework Monday through Thursday. Please initial the homework sheet and return it each Friday. Homework can also be printed online from the Virtual Backpack or your class website!



I

Illness-Please do not send your child to school if he/she has a temperature. If your child becomes ill at school, you will be called to come and get your child. We need at least two working phone numbers at all times in order to contact you in case of illness or emergency.



J

January -Many of the school supplies, such as crayons and glue sticks will need to be replenished for the second semester of school.



K

Kindergarteners are learning to read! - Reading with your child every night will help them grow as readers and reinforce the skills learned at school. Record each book on their book log.



L

Library-Kindergarten students will be allowed to check out books from our library, however, parents will be financially responsible for lost or damaged books. Parental Permission is required in order for your child to check out books.

Lunch-The cost of lunch is \$1.60 and \$0.40 for reduced lunch. If you would like to purchase a lunch and eat with your child, the cost is \$3.00. Please sign in at the office and wait for us in the cafeteria.



M

Medications-A student may not be in possession of any medication in the classroom. All medications, including over the counter medications, must be left in the office by the parent. The parent must fill out the proper medication form in order for their child to receive medication from clinic personnel (this includes Tylenol, cough drops, etc.).



N

Notes-School notices will be placed in your child's agenda along with notes from the teacher. Please check your child's agenda every evening and initial each day so that we can keep the lines of communication open.



O

Outside-Your child will have outside time daily, weather permitting.

Please dress your child appropriately for the weather.

tennis shoes are preferred for outside activities



P

Parent Involvement-We love Parent Involvement! Please be involved in your child's Kindergarten year as much as possible.

Progress Reports - Progress reports will be sent home four times a year. Please sign and return one copy within 3 days.

PTA (Parent/Teacher Association)-All parents are encouraged to join the school's PTA.



Q

Questions-Please contact me if you have any questions or concerns regarding your child's education. I will make every effort to meet with you and discuss your concerns.



R

Report Cards-We are on a nine-week grading period. Your child will receive a report card at the end of each nine-week quarter.

Reading - Please read with your child every night. Don't forget to record it on your reading log! This will help our school meet our yearly reading goal. The top reader will be recognized at the end of the year!

Rules-Your child is expected to follow all school and classroom rules every day. If your child has to move his/her clip, you will be notified of the rule that was broken in his/her agenda. Please remind your child to be the best person he/she can be each day. We are in school to learn and we will maximize our learning time with limited distractions.

Restrooms-We have restrooms in our classroom and your child is allowed to go when needed. Unfortunately, accidents will happen. Please send in an extra set of clothes in a Ziploc bag with your child's name on the bag in case such an accident occurs.



S

Show & Tell-Throughout the year, we will have Show and Tell based on our letter of the week. Please refer to your child's homework for further information. Please let your child practice telling you about the item, because he/she will be describing it to the class.



T

Transportation-If your child will be going home a different way, you **MUST** call the school or send a note. We will not let your child go with another adult or child unless you have notified us. *All Kindergarten students must be met at the bus stop by an adult and will NOT be allowed to walk home by themselves.* This is district policy and will be strictly enforced.

Tardies-Students arriving later than 8:30AM are considered tardy. They must get a tardy slip from the front office in order to be admitted to class. Tardies disrupt the class and interfere with student performance. Each tardy is kept on file and will be reflected on your child's report card.



U

Units and Themes- Themes are a wonderful way to keep our students engaged as they learn across the curriculum. We will study various themes throughout the year.



V

Virtual Backpack-The school website has a link to the Virtual Backpack. The homework will be available on the kindergarten link.

<http://www.duvalschools.org/chaffeetrail/kgbookbag.htm>

Volunteers-We always need volunteers. If you are interested in volunteering at our school, please pick up and complete the Volunteer Application in the front office. We would love to have you!

Voicemail - Feel free to leave a message on our voicemail at any time. However, please refrain from noting transportation changes on our voicemail, as we will only be able to check our messages before and after school hours.



W

Website-Please regularly check your child's classroom website. You will find lots of useful information and pictures of current classroom events!

<http://www.duvalschools.org/chaffeetrail/faculty.htm>

Wish Lists - If you are interested in donating any extra classroom supplies, you can find out what we are in need of by checking the classroom website. Supplying extra items is not necessary, though very much appreciated.



X

X - We are *eXtremely eXcited* about the upcoming school year. We look forward to working with you and your child.



Y

You - You are your child's first teacher. We appreciate the foundation you have set forth for us to build upon.



Z

ZZZZ's-Your child should get plenty of rest each night. Kindergarten students require 10-12 hours of sleep a day. It is so important for your child to be alert and ready to learn each day. Set a bedtime and be consistent.

