

West Creek
Elementary School
Kindergarten Handbook



Home of the **G O Y O T E S**

Where We Are Ahead of the Pack!

Principal: Lynne Rains

Assistant Principal: Michelle Rhodehamel

Welcome Class of 2030!!!!

A	<p><u>Attendance</u>- Your child should be at school every day to avoid gaps in learning. If your child misses school for any reason, please send a note to be kept on file.</p>
B	<p><u>Birthdays</u>- Please let your child's teacher know ahead of time if you wish to send in a special snack on your child's birthday. If you would like to come in to help celebrate, it should be done during our lunch time. If your child is having a birthday party and you would like to invite children from the class, you must send in enough invitations for every child in the class. If there are not enough for everyone, then we will send them back home.</p>
C	<p><u>Clothing</u>- Please send in a spare set of clothes in a bag to be kept at school! This should include shirt, pants/shorts, underwear, and socks! You will need to bring a change of clothes if there isn't an extra set at school. Make sure clothing is changed with the seasons.</p> <p><u>Communication</u>- We believe that a good parent-teacher relationship is necessary for maximum school success. Throughout the school year, we will communicate with you through notes, email, telephone calls, weekly newsletters, daily behavior reports, progress reports, report cards, and parent-teacher conferences.</p>
D	<p><u>Discipline Plan</u>- Your child deserves the most positive educational climate possible. A good learning atmosphere free from distraction and a high level of noise. We believe that lifelong success depends on the ability to appropriately use self-control. This will occur when all students are trying their best academically and behaviorally. Therefore, the classroom discipline plan will be in effect at all times. Your child's teacher will provide you with the classroom discipline plan they have created including rules, consequences, and rewards. It allows every student the opportunity to manage his/her own behavior. Upon receiving your child's classroom behavior plan, please review it thoroughly with your child so they understand what is expected of them. You may consider developing an action plan at home for rewards and consequences to encourage proper behavior at school. We need your help to encourage positive behaviors and to keep negative behaviors at a minimum.</p>
E	<p><u>Early Dismissal Days</u>- We have 3 early dismissal days this year: September 22nd, December 8th, and March 2nd. Dismissals will begin around 1:15.</p>
F	<p><u>Field Trips</u>- We will have two field trips. Permission slips will be sent home prior to each trip. Due to space limitations, the number of chaperones will be limited for each trip. When the field trip permission slip is distributed, please let us know as soon as possible if you wish to chaperone as it is on a first come, first serve basis. Chaperones will be responsible for assisting the teacher in supervising children while we are away from school. Since you need to devote all your attention to our students, <u>siblings are not permitted to accompany you.</u></p> <p><u>Folders</u>- Your child's folder holds everything you need to keep updated on class & school events. Your child will have the responsibility of bringing this folder to and from school daily. This folder will be our primary means of communication. Please check this folder each day!!!</p>

G

Grading Policy- We will be using a standards-based report card. Student work as well as additional assessments will be used to determine your student's current level of mastery towards each math and reading-language arts standard. You will be receiving more information about this in a separate handout from the county.

On Track	Approaching Expectations	Below Expectations
85-100%	50-84%	0-49%

H

Homework- Kindergarten lays the foundation for good work habits in later years. Completion of homework is critical to your child's success in school. We will be sending home weekly homework packets. These will go home on Monday and should be returned on Friday. While your assistance is helpful and to some extent necessary, please do not do the work for your child!! The only way your student will become proficient in these skills is with practice and by doing it themselves. Your child's success, will be much greater with your cooperation.

Health Concerns- If your child has any health concerns or allergies, please let your child's teacher know as soon as possible. NO medication (including over-the-counter meds.) will be administered at school without the appropriate, physician signed form.

I

Independence- Independence builds self-esteem & self-confidence. Kindergarteners are capable of doing much more than you think. Allow them to do things on their own as much as possible such as fastening/unfastening their clothing, opening food items, etc.

J

Join us for Family Reading Nights- Every Tuesday and Thursday night your family can come to the library to read together!

K

Keep Us Updated- If your address, phone number, transportation, or anything else of importance changes, please notify the office and/or your child's teacher.

L

Library - About once a week, your child will visit the school library. Kindergarten students will receive an orientation for checking out books. After that time, he/she will be permitted to check out one book at a time during library class. Your child must return their current book in order to get a new one. If your child does not take care of the library books, they will lose their privilege to check out books. Your child's student number acts as their lunch AND library number- please work with them to memorize their number!

M

Meals- You can prepay for your child's meals online at www.MealpayPlus.com or send in lunch money following the money procedures below. Menus are available online at www.cmcss.net. Breakfast and lunch include milk. The cost of student meals is as follows:

	Reduced	Full Pay	Adult/Guest
Breakfast	\$0.30	\$1.00	\$1.80
Lunch	\$0.40	\$2.65	\$3.50

Money- Always send money in a sealed envelope with the following information: child's first and

	<p>last name, amount of money, purpose for money, teacher's name, & 6-digit student number</p> <p>MyOn- Our school has a wonderful resource available for your child to use to read or listen to books online on the computer or a tablet. Your teacher will be giving you your child's log-in information. Students will earn points based on the number of books read and/or the number of minutes spent reading. The highest earners in each class and each grade level can earn special rewards at the end of each nine weeks.</p>						
N	<p>Nametags- We will be providing your child with a nametag on the first day of school. Have your child wear it to school every day until notified by your teacher. This helps teachers and staff to easily identify kindergarten students and help them as necessary.</p>						
O	<p>Opportunities to Volunteer- Your child's teacher will offer opportunities to volunteer in her classroom throughout the year. Please complete & return the Volunteer Form.</p>						
P	<p>Playground Rules- Your child will be expected to follow these rules to ensure their safety.</p> <table border="1"> <tr> <td>General Rules</td> <td> <ol style="list-style-type: none"> 1. Do not pick up and/or throw rocks, sticks, or mulch. 2. No chasing, hitting, pinching, pulling, pushing, or fighting of any kind. 3. Stay within the designated area unless given permission by a teacher. </td> </tr> <tr> <td>Swings</td> <td> <ol style="list-style-type: none"> 1. Sit on the swings facing the parking lot. Sit on the swing on your bottom. Do not sit on your knees or lay on your stomach. 2. Friends are not allowed to push you on the swing. 3. Swing straight; do not twist the swings or go side to side. </td> </tr> <tr> <td>Slide</td> <td> <ol style="list-style-type: none"> 1. Only one person is allowed on the slide at a time. Wait until the person in front of you is off of the slide before you go down. 2. Always slide down on your bottom, feet first. 3. Do not crawl or walk up the slide. </td> </tr> </table>	General Rules	<ol style="list-style-type: none"> 1. Do not pick up and/or throw rocks, sticks, or mulch. 2. No chasing, hitting, pinching, pulling, pushing, or fighting of any kind. 3. Stay within the designated area unless given permission by a teacher. 	Swings	<ol style="list-style-type: none"> 1. Sit on the swings facing the parking lot. Sit on the swing on your bottom. Do not sit on your knees or lay on your stomach. 2. Friends are not allowed to push you on the swing. 3. Swing straight; do not twist the swings or go side to side. 	Slide	<ol style="list-style-type: none"> 1. Only one person is allowed on the slide at a time. Wait until the person in front of you is off of the slide before you go down. 2. Always slide down on your bottom, feet first. 3. Do not crawl or walk up the slide.
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Q	<p>Questions?- We encourage you to contact your child's teacher if you have any questions or concerns. You may call the school, send a note, or email.</p>						
R	<p>Read, read, read!- Please read with your child each day. Reading aloud can help your child develop their listening, verbal, and reading skills. Research has found that reading aloud to your child on a daily basis is the single most important thing you can do to build future readers.</p>						
	<p>Reading Clubs- Our library has several reading clubs. Our favorite is the Mountain Climber Club. All you have to do is keep a log of the books your student reads or that you read to them. Turn the log in once your student has 25, 50, 75, and 100 books. If they reach 100 books read, they will receive a special award at the end of the year. There are other clubs also available. Visit our school website for more information on these exciting clubs.</p> <p>Rest Time- Your child will have a short rest period each day. Please provide a towel for</p>						

your child to rest on. Due to limited space, do not send in a mat!! Also, please do not send pillows or stuffed friends for your child to sleep with. These items are among the worst carriers of lice and other critters and NOBODY wants that! Your child is not required to sleep but must relax on his/her towel quietly and not disturb other children. The lights are turned off and soft music fills the room so you might be surprised to find out you have a sleeper! Towels will be sent home regularly to be washed. Please wash & return ASAP.

Snacks- We will have snack time each day. Each kindergarten teacher handles snack differently. Your child's teacher will let you know when and how to send in snacks. You will need to send in enough for every child. Some ideas for snacks include cookies, graham crackers, animal crackers, fruit roll-ups, goldfish, granola bars, etc. No candy, please!

Scholastic Book Clubs- Occasionally, we may send home a catalog from Scholastic Book Clubs. This program provides an inexpensive way to add books to your children's home libraries while benefiting our class. With each purchase, your child's class earns Bonus Points, which can be exchanged for books for our classrooms. Please keep in mind that you are under no obligation to purchase materials from Scholastic Book Clubs.

S

Supplies- Please send in your child's supplies as soon as possible. Do not label supplies. Your child's teacher will send home a note if any supplies need to be replenished throughout the school year as well as a list of other items needed for upcoming activities or events.

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| <ul style="list-style-type: none">• 1 dozen #2 yellow pencils• 8 glue sticks• 4 boxes of 24-count crayons• plastic school box• 1 large bottle of hand sanitizer or hand soap• 1 pkg. of antibacterial wipes• complete change of clothes in a large, labeled Ziploc bag | <ul style="list-style-type: none">• 1 pair blunt scissors (Fiskars are best!)• 1 bottle liquid glue (4 oz)• 2 large boxes of tissues• 2 plastic, solid color 3-prong pocket folders• 1 pkg. of 4 dry erase markers• 1 wide rule spiral notebook• 1 wide rule composition notebook• rest time towel or small blanket |
|--|--|

T

Transportation- Please remember to NOTIFY your child's teacher IN WRITING or CALL THE OFFICE if there are changes in the way your child will be going home from school. Without written instruction from you, we will send your child home their usual manner. (We cannot accept verbal changes from your child or a sibling.) PLEASE DO NOT EMAIL TRANSPORTATION CHANGES!!! We can't guarantee that we will have an opportunity to check our email prior to dismissal. Additionally, substitutes do not have access to our email accounts.

U

Useful Resources- One of the easiest things you can do with your child is to use flashcards to practice the kindergarten foundational skills such as letters, sounds, numbers, and words. You can find flashcards for very low cost at many stores or you can make your own using

	index cards. It only takes a few minutes each day to see benefits. Some of our favorite websites you can also use with your child include Starfall.com, ABCMouse.com, Storybots.com, ABCya.com, GoNoodle.com, ixl.com, and MathPlayground.com.
V	<u>Visitors</u> - You are always welcome to join us for lunch, however, please give us a few weeks to establish our routine before visiting. Visitor lunches are \$3.50. When you arrive, please sign in at the office & meet us at the entrance to the cafeteria. You and your child will dine at one of the guest tables. Please say your goodbyes in the cafeteria when lunch is over. <u>Volunteer</u> - Please see your child's teacher if you are interested in volunteer opportunities in the classroom or for school events.
W	<u>Websites</u> - Visit the Clarksville-Montgomery County School System website (www.cmcoss.net) and the West Creek Elementary website for lots of information and resources. We also have a West Creek Elementary Facebook page- check it out!!
X	<u>Extras</u> - Ice cream and other extras such as chips and Rice Krispy treats are also available at an extra cost during lunch time. If you want your child's account to be blocked so they cannot purchase these extra treats, please send in a note. You will be held financially responsible for any additional charges your child accumulates.
Y	<u>Yearbooks</u> - We will have yearbooks available for purchase later in the school year. <u>You Make the Difference!</u> - You are your child's first teacher. Your involvement and support makes all the difference in the world. You and your child's teacher are a team. Please work with your child regularly on building fluency with the kindergarten foundational skills. If you need ideas for activities or techniques to use with your child, please let your child's teacher know. We are in this together!
Z	<u>Zzzzzzzz</u> - Please make sure your child gets a great night sleep every night!

Dear Parents,

We GREATLY appreciate your support and anticipate a fun and successful school year! Please feel free to contact your child's teacher at any point throughout the school year if you have any questions or concerns.

We are a team! ☺

Sincerely,

WCES Kindergarten Teachers

