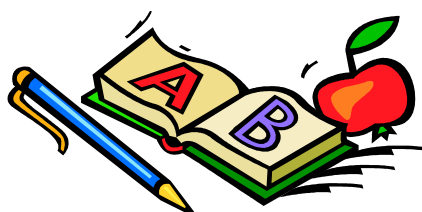


# Mrs. Olewnik's

Parent Handbook for



## Kindergarten



Spruce Elementary

## **Transportation**

Please remember to notify me **in writing** if there are any changes to your child's dismissal from school. Without written instructions from you, I will send your child home in their usual manner. I cannot accept verbal changes from your child or sibling. The best way to make a change is by sending a "Home to School Note" in the zipper pouch of your child's SPARKLE Book. The "Home to School Note" can be found in your child's SPARKLE Book as well. It is also a good idea to make sure your child is aware of the note so that it can be turned in to me when he/she arrives at school. If you are unable or forget to send a note in with your child please call the Main Office immediately to make a change.

## **Take Home Notebooks**

Our SPARKLE books hold everything students and parents need to keep updated on classroom and school events. Your child will have the responsibility to bring this notebook to and from school each day. This notebook will be used as a means of communication. Please remember to check it daily and remove any notices and/or completed work.

## **Clothing**

Kindergarteners are involved in physical activities throughout the school day. Remember to dress your child in clothes that are comfortable for moving around and sitting on the floor. Also, please try to keep clothing easy for your child to manipulate when he/she needs to use the bathroom. Sometimes items such as belts and buttons can be tricky for students who are in a hurry!

Sneakers are the most appropriate footwear that should be worn regularly, especially on P.E. days. Dress code is outlined further in the Spruce Handbook. Please keep in mind that your child may have to sit out during recess if he/she is not wearing appropriate footwear.

Each child should also have a change of labeled clothing to keep in a baggie in his/her cubby in the event of an accident or spill. Thank you for providing this.

## Money

On occasion, it will be necessary for your child to bring money to school. Always send money in a sealed envelope or baggie with the following information written on it:

*Your Child's First and Last Name*

*The Amount of Money*

*The Purpose of the Money*

*My Name(Mrs. Olewnik) Room 113*

This envelope or baggie should be placed in your child's zipper pouch and your child should be made aware that it is there so it can be turned in when he/she arrives at school.

## Lunch

If your child will be making a purchase in the cafeteria, please follow the money procedures outlined above. If you would prefer to have your child use a reusable change purse, please make sure his/her name is on it. Lunch money will be kept in your child's SPARKLE Book until it is time to prepare for lunch. Please DO NOT send money in your child's pocket.

Menus are sent home monthly and are also available on the district website. Please help your child select his/her lunch choice before coming to school. This will make for a much smoother morning routine.

## Snacks

We will have **one** simple and nutritious snack on a daily basis. This snack will be provided from home, and should **not** include a beverage. We have a drinking fountain in the classroom. As part of the morning routine, each student will place their snack into a "snack basket" when they arrive at the classroom. Please label the snack with the child's name. It may also be helpful to send the snack in a separate bag or container clearly labeled "snack". **Please do not send in snacks that require refrigeration.**

## Items From Home

During the year, there will be opportunities for your child to bring in items from home. However, I ask that you **do not allow your child to bring item or toys to school** unless we are having a special occasion to do so. I will let you know in advance when this will happen.

## **Down Time**

Kindergarteners are busy people during the school day! We use our bodies to learn and play. Each day we will have about a 20 minute rest period to relax, re-energize, and take a bathroom break if needed. Your child should have a **towel** (no mats please) to rest on. Your child is not required to sleep, but is expected to lie quietly and not disturb others. Rest towels will be sent home several times throughout the year to be washed and returned.

## **Birthdays**

I know how special birthdays are for you and your child. We will recognize birthdays at school in an appropriate manner. If you would like to send in a special snack for the class for your child's birthday, please arrange this with me ahead of time. I will let you know if there are any dietary restrictions. Also, all snacks will need to be store bought due to possible allergies. Please provide and paper products we may need as well. Usually napkins do the job. Summer Birthdays will be celebrated in June.

If your child is having a birthday party and you would like to invite students from class, please give the invitations to me and I can distribute them to the children's SPARKLE Books. I discourage any "party talk" so that we can avoid hurt feelings if someone is unable to attend.

## **Homework**

Daily reading will be an important part of your child's work at home. I will send home a separate information packet regarding these procedures when we are ready to begin (usually late September). Additional assignments may be sent home throughout the school year. I will let you know in advance and will let you know about any changes in procedures.

## **Scholastic Reading Clubs**

Books Books Books! We all know how exciting it can be to crack open a new book or read a new book on our Nook or one of the many forms of media available in this day and age. I think you get my point. That excitement is amplified for our newest readers! About once a month, I will be sending home catalogs from Scholastic Reading Clubs. This program provides an inexpensive way to add books to your home library while benefiting our class. With each purchase, our class earns Bonus Points that can be exchanged for books and educational materials for our classroom. Be on the lookout for these order forms.

### **Newsletters**

A classroom newsletter will be sent home every other week. It will contain information about school events, important reminders, and updates on what is happening in our classroom.

### **Discipline**

In order to provide a positive, comfortable environment that supports learning and academic growth, students are encouraged and expected to follow these rules throughout the day:

**Ears Listening**  
**Eyes Watching**  
**Lips Closed**  
**Hands Still**  
**Feet Quiet**

Please talk with your child about what they mean and encourage him/her to do their best always. I will send home more detailed information regarding behavioral procedures as the school year continues. It is often necessary to change and tweak these classroom management techniques to keep the students at their best. I will always communicate any behavior problems with you and am willing to work together to resolve any issues that may arise.

### **Open House, Parent/Teacher Conferences**

Open House will be scheduled for an evening in September. This will not be a time for us to conference about your child, but rather an opportunity for families to see the classroom, what we have been working on, and explore the school. At Open House there will be a sign up sheet for you so that we can arrange a Parent Teacher Conference. More information regarding Open House will be coming home soon after the school year starts.