

Mrs. Lyons' 2010-11 Kindergarten Handbook

Welcome to Kindergarten! I am looking forward to spending the year with your family as we make our way through your child's first year of school. I have put together this Handbook in an attempt to anticipate questions that you might have as we get going. If you would like to speak to me (about anything at all), my number in the room is 692-9542, x3155. The best time to try to reach me directly is from 3:00-3:20 pm. Please do not call or visit unexpectedly during class hours - it is very disruptive to the children and not possible for me to speak freely. Instead, leave a message at the main office for me to pick up during my next break. I am VERY good about returning email if you should like to reach me at elyons@greenwichcsd.org. ☺

Attendance



Regular attendance is very important. When your child is ill and misses school, please send a note upon his or her return. If your child is tardy, you must sign them in at the office and write a note for his or her file. Absence and tardy notes should include the child's full name, the teacher's name, the date of the absence or tardy, and a brief reason.

Transportation

If you walk home with your child, please meet them at the cafeteria at dismissal. When picking up your child by car, please drive to the traffic loop at the far SIDE of the school (by the cafeteria entrance) to meet them. If you are picking your child up early, go directly to the office to sign them out. Please let me know ahead of time by note if you are picking your child up early so that I may have him or her ready.



IF THERE IS A CHANGE IN YOUR CHILD'S DAILY ROUTINE, please send a note to school or call the office and speak to the receptionist. Verbal messages from a child or sibling are unacceptable. Without a written note from you or a message that you have contacted the office, your child will be sent home in the usual way. Do not leave messages concerning a change in your child's dismissal routine on voicemail or email, as this is sometimes not checked in time.

G.R.E.E.N. Folders

I have put together special folders to make communication between us easier. These GREEN folders (Great Reminders, Everyday Essentials & Notes) have sleeves for basic school info like calendars and word lists, a zippered bag for money, and pockets for papers going home and papers coming to school. I will ask the children to place their work and important notices in this folder for you to review EACH DAY. Please return the folder to school every day. Put any notes for me, lunch money, book orders, etc. in this folder. The system, while not infallible, helps things from getting lost in transit. If the folder should become lost or damaged beyond use, please replace it for your child.

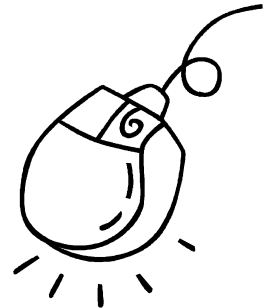
Money



When sending money to school with your child for lunch, milk, field trips, book club orders, etc., please be sure to use an envelope or zip-locked bag **CLEARLY LABELED WITH YOUR CHILD'S NAME, WHAT THE MONEY IS FOR, AND THE AMOUNT ENCLOSED**. Please send exact change when sending cash. The envelope can go in the zippered pouch in your child's GREEN folder.

Our Web Page

We have a classroom web page at www.greenwichcsd.org/k6/lyons/. Here you can find news and pictures of our activities, our monthly calendar, our schedule, a month-by-month list of themes we will study, and more. Please visit often, and feel free to email me at elyons@greenwichcsd.org.



The Special Area Class Schedule

Your child will attend one special area class each afternoon, and should be prepared with appropriate materials and attire. On Library days, please make sure to send the book they checked out (or return it the next morning if it gets forgotten). On PE days, please make sure your child has gym shoes and comfortable clothes for running and climbing. On Art days, they should have clothes that can get messy. However, it's not a bad idea to keep in mind that any day could be a messy, climbing, running day in kindergarten! Here is our schedule for this year:

Monday
Library

Tuesday
Gym

Wednesday
Art

Thursday
Gym

Friday
Music

Report Cards / Conferences

Report cards are issued every 10 weeks and will give you information as to how your child is progressing. There will be a Parent Teacher Conference in the fall when the first report card is issued. However, I will be very glad to meet with you by appointment should the need arise either sooner or later. Our Primary Back to School Night will be Monday, September 20th, from 6-7:30 pm, and I will have a sheet there on which you may sign-up for November conference times.

Book Orders



Your child will be bringing home a form to order books about once a month. If you wish to order, simply fill out the form and send the correct amount of money or a check made out to the book company in an envelope. I also provide the option to order online. These orders are a convenient way for parents to buy quality books for their child at a low price. As an added bonus, for every dollar that is spent on books, we earn bonus points which are used to purchase books for classroom use. This is a win-win situation because you get quality literature at a low price, and you are helping to provide quality literature for the classroom!

Medications

If possible, do not send medications to school. If medication is necessary, bring it labeled with written directions directly to the school office.

Clothing

Kindergartners are involved in activities that require jumping, running, climbing and the like. Sneakers are required for the playground and gym; other shoes are fine for the day, provided the child brings sneakers to change into. PLEASE avoid platform shoes, clogs, cowboy boots and "flip-flops." Each child should be able to button, snap, zip, etc., anything s/he wears. Tie shoes are very upsetting to children who do not yet know how to tie, so please teach your child how to tie before sending tie shoes to school. In class, students will be cooking, painting, using markers, using glue, working with play dough, and other "messy" stuff; please select clothing that is both comfortable and appropriate for these activities.



Recess

The children will be going out for recess everyday after lunch unless it is raining or *extremely* cold. Please keep this in mind when helping your child to select clothing for the day. An outfit that is fine for just hopping on and off the bus may not keep your child comfortable during half an hour of outside recess. The children will be dressing for outdoors with 2-3 other classes and only 1-2 adults to help them, so **PLEASE** do all you can to teach them how to manage their own coats, zippers, snowpants & boots, etc. It will make the experience much less frustrating for them and allow them more play time. During bad weather, we will have indoor recess.



Snacks

We will have a snack time every day at about 9:30 (lunch time is at 11:25). Please pack a healthy snack in your child's backpack that will be easy for them to take out at snack time to eat. I ask that you please avoid snacks such as chips and sugary treats. *Some popular healthy snack suggestions:*



- cereals
- cheese and crackers
- cut up fruit or vegetables
- granola bars
- muffins
- popcorn
- pretzels
- trail mix
- raisins

Birthdays

I will schedule child's "school birthday" on our monthly calendar as close to their real birthday as possible. All summer birthdays will be celebrated in June. Children enjoy bringing in special treats on their day birthday, and this is a good day for the cupcake, doughnut or cookie snacks we normally avoid! Please do not send a cake or big cookie that must be cut. Please plan for serving 18 students.



Party invitations may NOT be passed out at school. This is a school rule. However, at the beginning-of-the-year conferences, I will ask each family if they would like to be included in a class directory of addresses and phone numbers so that you can coordinate outside activities if you like.

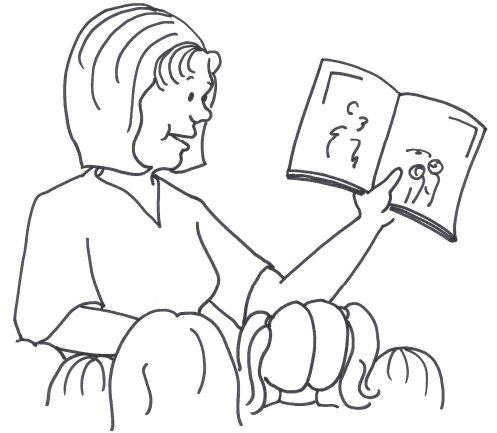
Parent Involvement

Field Trip Parents

We hope to have at least one field trip in the fall and one in the spring. Last year, we visited Borden's Apple Orchard and Moreau State Park. When the field trips are announced, please let me know if you are interested in chaperoning the trip.

Parent Volunteers

I understand very well that home and job demands often prevent parents from being able to come in to help at school. If you find yourself with a free day, though, please don't hesitate to drop me a note or call to see if you can come in to help with a project or read a story to the children. They are so proud to show off their parents!



Thank you so much for sharing your child with me this year. I am looking forward to building a relationship with you so that we can help make this a wonderful year for them!

Mrs. Erin Lyons