

September 2020

Dear Parents,

Welcome to the Pre-Kindergarten program at St. Mary School. Our goal is to engage your children as active learners. We will focus on their spiritual, academic, social, emotional, and physical development throughout the school year.

Here are some requests and suggestions that will help us guide your children on their educational journey.

***Backpacks:** Please make sure your child's backpack is standard size in order to carry a supply box, extra set of clothing, folder, and snack/lunch bag to and from school on a daily basis.

***Masks:** Masks are required to be worn by your child when entering and leaving the school building. Students may remove their masks when they are seated at their assigned seats in the classroom. Masks will be worn by teachers and aides unless they are at the required distance (six feet) from any student.

***Daily Temperature Reading:** In order to attend school each day, your child will have his or her temperature taken. If your child's temperature is 100 degrees or higher, he or she will not be able to attend school.

***Drop Off and Pick Up:** Please use the chapel doors in the church parking lot accessed on Harrison Ave. and Main Street. Please park in a marked stall as close to Harrison Ave. as possible. Thank you!!! Doors open at 8:15am. If you arrive after that, please use the main entrance to drop off your child. Pick up is at 2:15pm at the same location. It is extremely important that you leave the pick up area as soon as your child is released to you. We are dismissing one child per class at a time for safety reasons. If you pick up older children from the school, we need a note that includes the names of your children and their homerooms. When these children are dismissed, they will come and stand outside the Pre-K classrooms. At our dismissal, these children will be released as family groups.

***Emergency Cards and Pick Up Information:** It is vital that we have the correct information regarding the people you give permission to pick up your child from school. Please send in a note when someone from your list is picking up your child. I will need to see a driver's license until I get to know the person(s). If the person is not on the list, I will not release your child to that person without written consent from you.

***Absences:** Please call the school nurse if your child will be absent from school that day. Upon returning to school, please provide an absence note or a doctor's note, if necessary, in your child's folder.

***Labels:** It is important to label all items such as supply boxes, lunch bags, and backpacks. For the first two weeks of school, please make sure that the attached identification tag is on the backpack.

Art Supplies: Please keep in mind that the school supply list is to accommodate your child for the entire school year. Please check the supply list and send in only the items indicated.

***Folders:** It is extremely important to check the contents of your child's folder each day. This will be a vital means of communication, especially with regard to any forms or notices that require your attention. If you have any questions or concerns, put a note for me in the folder. I will respond back via the folder. I will also be able to answer emails or return phone calls after the children are dismissed for the day.

***Bathroom:** Please make sure that your child uses the bathroom before coming to school and can manage all types of clothing (belts, buttons, zippers). Also, please provide a change of clothing in a plastic bag with your child's name on it. This will be kept in the backpack in case of an emergency. When the seasons change, please provide the appropriate clothing.

***Snack/Lunch:** Please provide a healthy snack/drink each day in a brown lunch bag with disposable drink containers. Lunch/drink should be in the same bag. Please make sure your child likes the snacks, lunch, and drinks you provide. We do not have any food in the room to give to them. Please provide the necessary utensils that are disposable along with napkins. Please have your child practice opening the drinks and food items. We will provide assistance as needed, but we must sanitize our hands before helping another child. **Please remember that no refillable water bottles are permitted.**

***Birthday Celebrations:** We will celebrate each birthday by providing a birthday crown and singing to your child during snack time. Treats are not permitted to be shared with the students. Summer birthdays will be celebrated in June.

***Book Orders:** Forms will be sent home in order for you to purchase books and educational materials for your child. Please follow the directions on the order forms. If you like to order online, Mrs. Hayman's class activation code is **MK9FM**. Miss Garrick will send her activation code as soon as it is verified. While there is no obligation to order, the class benefits by receiving points that we can use to purchase more books for our class libraries.

***Recess:** We will be going outside each day (weather permitting) for recess. Students will be wearing masks when they are outside. Sneakers are the best type of footwear to wear. Please dress your child accordingly. As the weather gets cooler, jackets and long pants are recommended.

***Pictures:** I would like to take pictures of your child throughout the school year for projects or the website. If you do not want your child's picture displayed in the school or on the website, please notify me.

***Religion Books:** Religion books will be sent home the first week of school. The website will indicate which lessons need to be sent in on a week to week basis.

Thank you for your support and cooperation. Together, we can make this year a special learning experience for your child.

Fondly,

Miss Garrick Pre-K I

Mrs. Hayman Pre-K II