

Saugus Public Schools

Kindergarten Handbook 2011-2012

Schedule of Operation:

Half-Day Kindergarten: 8:40- 11:00 am; 12:20-2:40 pm
Full Day Kindergarten: 8:40-2:40 PM

Snack/Lunch:

Half-Day:	Full Day:
Healthy snack/drink	Healthy snack/drink
Milk available for purchase	Lunch/drink
	Lunch/ milk available for purchase

Income eligible children are entitled to free or reduced milk and/or lunch. Forms will be sent home for you to complete. Please complete and return the form to determine if your family qualifies.

We will be talking to the children throughout the year about healthy and nutritious foods. We ask that you reinforce good eating practice by sending your child to school with a healthy snack or lunch.

Arrival/ Dismissal:

You should plan to visit the school prior to the first day to alleviate any anxiety your child may be having. Driving the route you will take, walking around the grounds, and IF POSSIBLE, entering the building to look at the classroom, makes their entrance in September exciting, rather than anxious. In September, if your child continues to be upset, we will assist you with transition into school.

It is also VERY IMPORTANT that you PICK UP your child on time. They should come out the door seeing someone waiting for them. Even the few minutes you may be running late is upsetting to them and their

anxiety about school returns. If you are having an emergency, please notify the school so we can prepare your child and keep him/her relaxed.

Sick Policy:

If your child is sick, please keep him/her home. When (s)he returns to school, please send a note of explanation as to your child's illness or absence. In this way, we can monitor your child's health, as well as that of the other children in the classroom. **IF YOUR CHILD HAS ALLERGIES OR OTHER MEDICAL CONCERNS, PLEASE NOTIFY US AND HAVE PROPER DOCTOR DOCUMENTATION.**

Staff will inform parents regarding injuries and any changes in children's health. It is extremely important that parents/guardians keep the school updated with home and cell phone numbers and emergency information.

Communication With Teacher:

The best way to get in touch with staff is to send a note in your child's folder. Please notify us if anything is happening at home which may affect your child. If you call the school, please do not expect to talk to the teacher during class time unless it is an emergency. You may leave a message for the teacher, who will return your call as soon as he/she is able. You may also contact the individual teacher by email through the Saugus Public Schools website.

Quiet Time:

In full day kindergarten your child will be required to rest for 20 minutes on a provided mat. Each child is to send in their own beach towel. The beach towels will be sent home on the last Friday of each month to be cleaned, and be brought back to school the following Monday.

Home/School Routine:

It is evident that children with a consistent morning routine thrive in school. Your child needs to begin his/her day at home with a healthy breakfast, clean hygiene habits, and come to school prepared with their backpack containing their work folder, homework, snack, lunch, and any other necessary items (i.e. library book, sneakers, etc.).

Arriving in a timely manner sets the tone for their day. It is important that your child enters school ready to learn.

A consistent night routine is vital to continue with your child's development. A reasonable bedtime is crucial for a good night's sleep. Young children require 9-10 hours of sleep to maintain a healthy body. ("After 8:00....way too late!!!") Having a structured routine in place and following through, is the best way to avoid chaos at bedtime. Giving your child a 10 minutes, 5 minutes, and 1 minute warning; and following it up with tooth brushing, reading a story, and finally LIGHTS OUT!!!!

Homework:

Saugus Public School homework policy for kindergarteners is 10 minutes per day. There should be a designated homework area and time each day. If homework is not given on a certain night, please work on current skills, read a book, and/or allow your child practice in writing their name, letters or numbers.

Suggestion: Keep a small box with crayons, pencil, eraser, scissors, glue stick, ABC cards and numbers available near your child's designated homework area.

***For Saugus Public school policies and additional information please refer to Saugus elementary school handbook.