Edgemont Elementary
Kindergarten Handbook
Dear Parents,

We want to take this opportunity to welcome you and your child to kindergarten. We are looking forward to getting to know you and your child this year. The beginning of the school year is an exciting time in the lives of children, especially kindergarten students.

We have prepared this handbook to answer questions you may have concerning procedures in our room and in our school. **We highly recommend that you take a few minutes to read this before school begins to read it and refer to as needed.** Let us know if you have any other questions. (A copy will be posted on the school website.)

We look forward to establishing the best possible learning environment for your child. With teamwork and cooperation among parents, teachers, and students we will all have a TERRIFIC year!

KINDergarten Donation

The school recommends saving your donation for the annual school Fund Run. In kindergarten the donations we receive mainly cover field trip transportation, new class books, school & non-school type supplies, special snacks, extra art projects. It does not cover daily snacks. Please Save your donations for the Fund Run!
ATTENDANCE & TARDIES
Your child’s regular and prompt attendance is critical for success in kindergarten. Please be sure that your child arrives on time every day, except in cases of illness or emergency. If your child is absent, it is district policy to call the office, not the teacher (801-221-9984) to excuse your child’s absence. Please be aware that excessive tardies and absences are recorded in Power School and are automatically sent to the district. In kindergarten most learning is done hands on. If your child is absent it is very difficult to send home activities we've done in class. For this reason kindergarten students are not responsible to do make up work. If your child is absent, please focus on the homework for the month.

ARRIVAL AND DEPARTURE
Morning session begins at 8:40 am and ends at 11:40. All AM Students may enter the classroom at 8:30 am and will be dismissed at 11:40 am. Morning students will be waiting at the front of the school by the flagpole with the teacher. After 11:50 am students will be taken to the office to call home. The school is not able to provide supervision for your child after class so it is critical that you pick up your child promptly. If your child arrives before 8:30am they will wait in the front foyer with the older children until the bell rings.

Afternoon session begins at 12:20 and ends at 3:20 pm. Students may enter the room no earlier than 12:20 pm. Please do not send your child to school early. Afternoon students will be waiting at the flagpole with their teacher at 3:15 for pickup by a parent or sibling. After 3:25pm, students will be taken to the office to wait. The teacher has other commitments after school and so it is critical that you pick your child up promptly.
TRANSPORTATION
Please notify the teacher in writing, if there are changes in the way your child will go home from school. Without written instruction from you, we will send your child home in the usual manner. If another adult that we do not know is picking up your child, make sure they have a note from you. Please be patient with us at the first of the year until we get all children matched with their parents or carpool.

COMMUNICATION
We plan to communicate with parents through several means:
• Email. Please be sure to provide your most commonly used email address to us. Please be sure that our emails won’t be blocked by your email provider. Our email addresses are dianne@provo.edu, and anner@provo.edu. We check our email at least daily on school days and are committed to respond within 24 hours, but usually sooner.
• In Person. We are available after class time. Parent/Teacher conferences will be held throughout the year. Please see the school calendar for exact dates.
• Phone. Please be sure to provide your contact numbers to us, especially if they change. You may reach us at school, 801-221-9984. Unless it is an emergency, please do not ask the secretary to call during class time.
• Newsletters. We will send school notes and newsletters with your child. Most of these will go through e-mail.
• Website. We will keep our class websites updated throughout the year.
VOLUNTEERS
Parent volunteers are an invaluable part of a high quality kindergarten program. They enable us to do so much more than we could without your help. If your schedule permits, we would like to have a regular weekly or biweekly commitment. If you cannot be a regular helper, we hope you can help occasionally for a special project, party, or field trip. If you can volunteer outside of the classroom, we have several projects that can be done at home. Let us know if you are willing and we will send home materials with your child.

MONEY
Periodically, your child will bring money to school for field trips, book orders, etc. Please make sure to send it in an envelope in his/her bag. Please note the date, the purpose, and the amount enclosed.

BIRTHDAYS
We know how special birthdays are for you and your child. Please let us know ahead of time if you wish to send something special to school for your child’s birthday. (Our district policy is that all food must be store bought not home-made.) Summer birthdays will be celebrated in May at our unbirthday party. Please do not send invitations to school for distribution unless you are inviting the entire class. Thank you for your cooperation.
READING
Your student should read or be read to for at least 15 minutes every day. At school Kindergarteners check out books from the school library to read in class. If you would like your kindergartener to be able to check out books to take home you need talk to Mrs. Moore the school librarian. The Provo Library is also a wonderful and fun place to visit weekly and check out leveled books for your child.

ENRICHMENT PROJECTS
There will be occasional enrichment projects throughout the year to do at home. The projects will help you become involved in your child’s education and have been proven to have an impact on learning.

INSTRUCTION
The kindergarten curriculum is centered on the Utah State Core (http://www.corestandards.org/) Our Kindergarten teachers have designed a curriculum map that insures all kindergarten standards are met by the end of the year. SEEL is our central philosophy for teaching literacy. SEEL is a program of systematic and engaging reading and writing activities as a class, as small groups and as individuals. (more info at-- http://education.byu.edu/seel/). We will be holding SEEL events throughout the year to help you learn more about what we are doing in the classroom. We will help children develop a sense of curiosity to explore their world through various modalities with the goal of developing the whole student in ALL areas.
Every Friday will be an early-out day at school. There will also be early-out days for SEP conferences. Our AM kindergartners will end at 10:45 am and our PM kindergartners will arrive at 11:25am and leave at 1:30pm. There will not be school on certain holidays and breaks. The school will **always** give you a reminder in advance of these dates. Please be sure to look at the school calendar online.

HEALTH AND ILLNESS
Please do not send your child to school when he or she is ill or have the following symptoms: fever, runny nose, cough, unusual irritability, vomiting, diarrhea, rash, discharge from the eye, head lice, an illness or infection treated with antibiotics within the last 48 hours, or any other illness in the contagious period. If your child has an allergy that is causing these symptoms let your teacher know they are not contagious. Feel free to contact the school nurse if your child has a health issue that needs to have a school health plan.

FINALLY...
Pay attention what your child brings home from school. For example, if he brings home a paper jet you could ask, Why did you make this? What did you learn about? What did you do with the jet?

Talk positively about school. The way your child perceives your feelings about his/her school and teachers will have a direct effect on how he/she feels about them. We are delighted to have your child in kindergarten and
we look forward to working with you to make sure your child starts school on a positive note. We GREATLY appreciate your support and opportunity to guide and instruct your child in what we consider to be the noblest of all professions and anticipate a happy and successful school year!

Sincerely,
Mrs. Dianne Amesse (DianneA@provo.edu)
Mrs. Anne Robertson (AnneR@provo.edu)