



# Kindergarten Handbook

2020-2021

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## **Glacial Hills Elementary School Kindergarten Philosophy**

- Respectful, caring bonds with children and their families are the essential foundation for a successful kindergarten experience.
- Encouraging a child's love of nature will create compelling reasons for them to want to read, write, research, and learn.
- Kindergarten is a magical journey that nurtures the social-emotional skills in each child and creates joyful school memories.
- Children are creative thinkers learning to make good choices, work cooperatively, and to be kind and responsible.
- Each child has unique strengths. Offering rich experiences in the many languages of art, music, drama, dance and storytelling help children enhance these strengths while promoting creative and higher-order thinking and encouraging self-discovery and self-awareness.
- Children are active learners – touching, moving, talking, writing, drawing and questioning. They blossom when they have opportunities to explore, investigate, and predict.
- Young children thrive in a multisensory approach to learning within a joyful and caring community. When a child's unique individuality is valued and celebrated they will care about school and develop a love of learning.
- Kindergarten is the beginning of an educational journey leading children to reach for the stars. It is a celebration of learning!

## STARTING SCHOOL INFORMATION

### AGE

Under existing state and school policy, a child must be five years old on or before September 1<sup>st</sup> of the school year before he/she can be enrolled in kindergarten. Likewise, a child must be six years old on or before September 1<sup>st</sup> before he/she can enroll in first grade. All entering students must be fully immunized for DPT, polio, measles, and the 3-shot series for Hepatitis B. Please see the school nurse for any exceptions.

### ATTENDANCE

In our ever-changing society and community, it is our feeling that we need to have a cross check for safety on those days when your child is absent from school. We believe the best way to have this “safety check” is for you to call the school by 9:30a.m., 320-239-3840 on the day your child/children is absent to verify the absence. If we have not heard from you by this time, we will then contact you for verification. We can’t always locate parents to check this out, due to working schedules/appointments, or disconnected phones. The welfare of your child and his/her whereabouts, when not in school, is of concern to all of us.

If it is necessary for a child to leave school early, please send a note with him/her. Please check out your child at the office before leaving school. Also, if you plan to pick them up at school, please stop in at the office and we will call them from their classroom. We will not release your child to anyone other than a parent, without a written note. We are responsible for your child while he/she is at school and need to know his/her whereabouts at all times. (See bus information.) If there is a change in your child’s routine for the end of the day, **please notify Nancy prior to 12:30 if possible. Please do not send an email to the classroom as there is not always an opportunity to check it before dismissal.**

Excused Absences may be given for the following reasons:

Illness, necessary medical attention or appointments, serious illness or death of someone in the immediate family, emergencies calling for service of the student at home, trips or travel when arrangements shall have been made in advance with the Director.

We ask parents to try to schedule doctor appointments after school or during vacation periods whenever possible. This allows students to maximize their educational experiences and exposure to new ideas and concepts.

## **BELONGINGS AND CLOTHING**

If you send books or other articles to school, please write your child's name on them so they can be returned to the right person.

Kindergarten children sit on the floor for games, etc. Clothing should be suitable for this. If girls wear dresses/skirts, please have them wear shorts or tights underneath. Tennis shoes work the best for school. Keep in mind the weather conditions when your child leaves for school as it may change by afternoon. Children are to wear shoes in school for safety purposes. Flip-flops/sandals are not allowed in school.

Children go out to play most days at noon and for P.E. Snowsuits, boots, mittens or gloves, and hats are a must in the winter. Please label all your child's belongings clearly. We encourage all children to play outside in order to use up some energy. Please dress your child appropriately for the weather, as we will go out unless it is raining.

**\*\*\*All children should bring a complete change of clothes in a Ziploc bag to be left in his/her locker.\*\*\***

## **BIRTH CERTIFICATES**

It is school policy that parents have the child's Birth Certificate at the time of registration.

## **BUS INFORMATION**

Our bus procedure is as follows:

- \*Children riding the bus will leave the building first and buses will leave.
- \*If your child/children walk, they will wait until buses have departed.

In order to ride a different bus or to change your child/children's routine for going home, please send a note. The bus drivers will have a list of children who will be riding their buses. Anyone who does not normally ride a bus must have a bus pass to board the bus.

If you are going to pick your child up at school, or if they are to go home with someone else, please notify the teacher or office by a note or phone call.

Mrs. Giese will be at school in the morning to meet your child and to help them find their bus to go home.

## DISEASES, COMMUNICABLE

A child starting school the first year comes in contact with an increasing number of children. Keep your child home if he/she has a fever, cough, headache, sore throat, earache, swollen glands, rashes or sores, nausea, vomiting, diarrhea, or general signs of illness. Parents are asked to report any cases of contagious diseases to the school as soon as possible. Listed below are guidelines to use when your child becomes infected with any one of the following diseases:

**Chicken Pox**—Exclude from school until last pox are healed—about 7 days. Crust must be dry. Incubation period (exposure until pox appears) is 13-17 days.

**Impetigo**—Very contagious—exclude from school until lesions are healed. Get treatment immediately.

**Pinkeye**—Very contagious—exclude from school—treatment required for 24 hours before returning to school. May return when symptoms are gone or with medical approval. Symptoms are redness, burning, watering, crusting, or mattering of the eye.

**Scarlet Fever, Scarletina and Strep Throat**—All are caused by the strep germ and require medical treatment. Exclude from school until treatment is received. The child should have been on medication for a minimum of 24 hours before returning to school. The dangers of not treating Streptococcus are commonly rheumatic fever and kidney problems. Incubation period is 2 to 5 days.

**Head Lice**—you are an important link in keeping head lice to a minimum problem. Head lice are not choosy about whom they infect and it can happen to anyone. They cause no disease or illness—only inconvenience. The important thing is to treat promptly and to do a thorough job. Please report to school/teacher if you know you have it at home or daycare. Reporting known cases to the school would be very helpful. If your child has head lice, proof of treatment prior to returning is required.

## HOME LANGUAGE QUESTIONNAIRE

In order to assist the school district to provide an equal opportunity for a meaningful education to all students, Minnesota Statute 120.095 requires that schools count and report the primary language of their students. “Primary Language” is defined as: the language the student learned when he/she first began to talk; the language that usually is spoken in the student’s home, or the language that the student usually speaks.

## IMMUNIZATIONS

Minnesota law requires that ALL children enrolling in Kindergarten have completed a pre-school screening (PSS) and have had all their required immunizations or have a legal / medical exemption. A copy of the PSS and immunization record or exemption must be on file in the school office ON or BEFORE THE FIRST DAY OF SCHOOL next fall. Parents of children who are NOT in compliance with this requirement will be contacted early in September to keep their child home until the required documentation has been received by the school.

The following immunizations are **REQUIRED** for all students entering Kindergarten:

**Diphtheria, Tetanus & Pertussis (DPT)**..... 5 doses  
(Or 4 doses if the 4<sup>th</sup> dose was given after the 4<sup>th</sup> birthday)  
**Polio (OPV)**..... 4 doses  
(Or 3 doses if the 3<sup>rd</sup> dose was given after the 4<sup>th</sup> birthday)  
**Measles, Mumps & Rubella (MMR)** ..... 2 doses  
(1<sup>st</sup> one given after the age of 12 months)  
**Hepatitis B (HBV)** ..... 3 doses  
**Varicella (or verification of chicken pox illness)**.....2 doses

You may wish to have your child immunized at your doctor's office or at the Horizons Public Health Nursing Service. The immunization clinics are scheduled monthly. Please bring your immunization records with you as past information is needed in order to give immunizations. Cost of the immunizations at these clinics is \$14.50 each. Horizons Public Health is located in the Pope County Courthouse annex building.

Immunizations are offered at least once a month. Please call for date information, 320-634-7822.

## **MEAL INFORMATION**

### **Breakfast/Lunch/Milk**

A nutritious breakfast and lunch will be served to each child daily and they will have a milk break daily.

If you think you may qualify for the free and/or reduced lunch/milk program, please fill out the application you receive and bring it to the elementary school office on or before the first day of school. Remember, this information is confidential. You are urged to apply and use these programs as we are reimbursed for these programs.

During the Open House, before school starts, parents will be able to deposit money into the family lunch accounts. Each time your child goes through the lunch line, his/her account will be debited.

2019-2020 regular lunches are \$2.50/meal and reduced lunches are free. *These prices may be subject to change before the start of the school year.*

You will be notified when your child needs to deposit money into your account.

Please put money coming to school in an envelope with your child's name on it and place it in their Take Home Folder.

The National School Breakfast Program is a part of the federally funded National School Lunch Program and all children can participate. A FREE breakfast is offered daily to all Glacial Hills Elementary (K-6) students.

## **MESSAGES**

When we have an important message to send home, a written note is included in your child's take home folder. You are welcome to contact Mrs. Giese at school (239-7277) or via email at [mgiese@glacialhills.org](mailto:mgiese@glacialhills.org).

## **INFORMATION**

If you are going to be out of town, or are having a crisis in your family, as your child's teacher, it is so helpful to know, so I can better help your child.



## **PHYSICALS**

All students are highly encouraged to have a physical examination prior to entering kindergarten.

### **PRE-SCHOOL SCREENING INFORMATION**

**All students entering Kindergarten must have their completed pre-school screening form on file before entering school. There is no fee for this screening. It is beneficial to have the screening done early.**

Appointments may be made by calling the Horizons Public Health Nursing Service, Glenwood, at 320-634-7822

## **REGISTRATION FORM**

When filling out Registration Forms, please be sure the school has the correct information for emergencies and early school closings. Please notify the school of any changes in address, telephone number, etc. You will receive an Emergency Health form to fill out when school starts.

### **Schedule/School Hours (Tentative Schedule)**

8:05 a.m. – Attendance is taken

2:45 p.m. - Kindergarten Dismissal

3:00 p.m. - Buses leave

**Students are considered tardy at 8:10 unless they come on the late bus.**

## **SPECIAL HEALTH NEEDS AND MEDICAL EXCEPTIONS**

If your child has special needs, allergies or chronic health problems, we should arrange a time when we can meet and discuss the best way to meet these needs, discuss special medications, etc. If the child needs to take medications at school, parents must sign a slip to that effect. This form is sent or brought to the school and remains on file for the school year.

Medications need to be brought in by the parent, in the original pharmacy labeled container.

All children are expected to participate in physical education classes and be outdoors at recess unless we receive a written note from the doctor excluding them from these activities, whether it is on a permanent, temporary or restrictive basis. Please send a note if your child should stay in for recess.

## **TREATS**

Your child may bring treats to school to share on his/her birthday or anytime during the year which they share. The Minnesota Department of Health reminds us that any type of food prepared in private homes is not to be served in school. Fruit, bakery or pre-packaged food that has been purchased is acceptable.

## **VISITS**

Families are always welcome to visit.

- \*Please call before you come.

- \*Wait at least 30 days before visiting school so your child will have a chance to become adjusted to his/her new surroundings.

## Glacial Hills Elementary Kindergarten Supply List

- \*1 1½ inch white View 3 ring binder
- \*1 pack Ticonderoga #2 pencils
- \*1 pack (4) of black bold color, low odor, dry erase markers (chisel tip)
- \*School bag with their first and last name written on the outside (no wheels please as they will not fit in the lockers)
- \*2 boxes basic Crayola Crayons (24 count)
- \*1 box **wide** Crayola Classic Colors washable markers (8 count)
- \*1 Crayola water color paint set (8 count)
- \*8 Elmer's washable school glue sticks (large size please .77 oz.)
- \*1 small pack of Pink Pearl erasers
- \*2 250-count box of Kleenex
- \*1 box each of quart and gallon plastic bags (please get those with a ZIPPER closure)
- \*1 container of Lysol wipes
- \*1 set of clothes (pants, underwear and socks) in a plastic bag with your child's name on it to leave in school
- \*1 fiskars scissors
- \*1 bottle white glue
- \*\$45.00 for snacks (please make check payable to Mary Giese)
- \*Please put all of your child's school supplies in a bag and label the bag with their name (not each individual item.)**
- \*Please do not label supplies.**