

Dear Parent,

I am delighted to be your child's teacher and I am looking forward to a wonderful school year. Kindergarten provides a place where your child will grow and develop, not only academically, but also physically, emotionally, and socially. As a parent, you understandably have concerns. Hopefully, the following information will provide the answers to your questions. Please keep this information to refer to from time to time.

Building bridges between home and school is done through my weekly communication letter, as well as the bi-weekly Falcon Flyer sent to your e-mail address. To stay abreast and know what is occurring in the classroom, please take time to read all correspondence. Welcome to our school.



SCHOOL HOURS: School begins at 8:15 a.m. and ends at 2:50 p.m. The school provides supervision at 8 o'clock. **Never** leave your child unattended. Dress your child appropriately for rainy and cold weather. Children remain outdoors unless it is raining. Parents who drop their children off have the option of waiting closer to the time school starts to enter the school buildings. The cafeteria provides shelter until time to enter the classroom. Late arrivals, 8:25 a.m. and after, must be signed in by a parent at the school office prior to going to class.

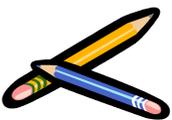


ABSENCES FROM SCHOOL: Each day in class is beneficial to your child. Kindergarten instruction consists of nearly all hands-on activities and rarely relies on worksheets. Making up class assignments is difficult. Whenever the need arises due to illness or a family trip please notify the school at 02451-903080 by 9:00am. A note explaining your child's absence upon their return is also necessary. Returning to school without a note or a phone call to the school office will warrant an unexcused absence.

SPECIAL CLASSES: Your child will receive a well-rounded education. Instruction will be provided in art, music, PE, computers, Host Nation, library and enrichment. D.A.R.E. is also an integrated part of the curriculum that helps to develop personal safety awareness.



NOTES: Notes are communication between home and school. If there is to be a change in your child's dismissal procedure, there **must** be a note detailing the change. The office can be notified until 2:15 p.m. for unexpected changes in the case of an emergency. Please remember that unexpected changes to your child's plans can be disconcerting to your child and raise the potential for errors. If your child rides a bus and you wish to pick them up at the last minute, it is best to meet at your child's bus. Be sure to inform the professional aide or principal that you have removed your child from the line or bus.



SUPPLIES: Once again, thank you for waiting to send in supplies. Names are not necessary on anything **except** the watercolor sets. All other supplies become community items and are shared. Upon withdrawal from school, markers and watercolors will be returned.



POCKET FOLDERS: The pocket folder will be used to carry mail back and forth to school. Be sure to tell your child when they have mail to be given to the teacher. Hopefully this will keep papers from becoming crinkled and torn, and keep communication lines open. Pocket folders will also be used to transport homework assignments and other school related information.



TOYS: Toys, money, and other valuables are not to be brought to school especially **guns or weapons** of any nature. There is a **no** tolerance policy for anything that resembles a weapon. Soon into the school year, children will have Show-and-Tell. The helper of the day may share something from home. Your child is notified the day before their turn. Once we begin focusing on a letter a week, students may also bring something that begins with the letter

sound, increasing phonemic awareness. It is preferred that items be brought in Tuesday through Friday. Monday is usually the day the letter is introduced. You will be notified when this begins.

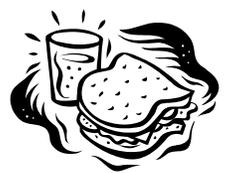
SNACK TIME: Lunch for Kindergarten students is from 11:00-11:30. Therefore, the morning snack will consist of only a juice box. Ten minutes will be allocated for the morning juice break. You may also provide a snack for the afternoon (12:50 snack time). Children are encouraged to eat healthy foods at snack time rather than chips, cookies or candy. (Yogurt, cheese, crackers, peanut butter, raw vegetables, Jell-O and fruit are just a few examples of healthier choices.) Allow your child to make a choice so snacks will not be wasted. Please also be sure to place the juice and snacks in a container separate from the regular lunch. It is also important to note that when a birthday is celebrated in the classroom and a treat is shared, your child may return home with their afternoon snack.



BIRTHDAYS: We enjoy celebrating your child's special day. On the occasion, birthday treats may be passed out for snacks or shared after lunch. Your child may return with their original snack. We appreciate you letting us know ahead of time if you intend to bring in treats.

Sometimes there are requests to pass out birthday invitations in class. I am willing to do this only if invitations are extended to all students in the class.

LUNCH: We will eat in the cafeteria at 11:00-11:30. Children may bring their lunch (cold lunch) or purchase a lunch tray with milk for \$2.05 (hot lunch). Milk sold separately for cold lunches is \$.50 and water can be purchased for \$.65. Lunch accounts can be arranged at the cashier's cage at the Base Exchange at Schinnen. Your child will be given a pin number that should be given to the teacher. Your child will not be required to memorize the number. Parents may also apply for free or reduced lunches through the school liaison office. Once children are settled into the school routine, parents are welcome to eat lunch with their child, but please notify the teacher or school office by 8:45a.m.



If you want to purchase a hot lunch for \$3.20 then you will be included in the lunch count. Lunch menus are sent home in your child's folder and are published in the Falcon Flyer.

LIBRARY: Children go to the library (Information Center as it is now called) once a week to select a book. They may return it the next day, but young children often enjoy hearing the story more than once. Ask your child to tell you about the story. Parents may check out several books. If the child's book has not been returned by the following library day, another book may **not** be checked out. This process is helping to teach responsibility. Please help your child care for school property.



HOMEWORK: In Kindergarten, the emphasis for homework is to begin setting a time aside each day to reinforce learning. To instill a love for reading, you're asked to read with your child each night and mark the book title on a calendar (this will be provided to you). A chart in the room will account for the reading.



BOOK ORDERS: Scholastic book orders will be sent home from time to time. Ordering books is **optional**. When purchasing books, please pay by check **only**. Check your total and be sure your child's name is on the order. This will help expedite the order. A volunteer is needed to implement the ordering of books. Please let me know if you are interested in assisting with this project.

CONFERENCES: My door is always open. However, it is best to set up an appointment. Tuesdays are always set aside for school meetings. Open House is set for sometime in September and the first parent teacher conference will be held in November. Once again, I am available at anytime.





BUSERS: Children who ride the bus should have a bus pass in their possession. Parents are asked to seat their child in the front of the bus near the driver. If a need arises for your child to ride an alternate route (one other than his or her usual route) a temporary bus pass must be obtained through the Transportation Office. Their number is 02451-63-2213. It is the parent's responsibility to ensure your child has the correct pass.



SCHOOL WEB PAGE: The Geilenkirchen Elementary School has a web page for parent viewing; valuable information is available on this sight. Log on to: <http://www.geil-es.eu.dodea.edu>



Thank you for your help and support.
We are a team working together for the same goal.
Together Everyone Accomplishes More!