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 Principal Vice Principal

**Sacred Heart School**

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 **Welcome to Kindergarten**

Welcome to Sacred Heart ECS. Your child is about to complete one of the most important milestones in his/her life—the first day of school! As we begin this very important year, I hope that you and your child are as excited as I am. I know that we are going to have a very special, fun and educational year together.

Provided in this booklet are explanations of the practical aspects of our program for the year. Please keep this handbook and use it as a reference.

**General Information**

**Arrival:** The first school bell rings at 8:40 a.m. Please have your child at the west doors (doors closest to the kindergarten room) at this time. Try not to arrive too early as the children are required to wait outside. I will come out each morning and bring the children into our classroom. The other classrooms in the division (grade one and two) have also adopted this approach for students entering the school.

**Snacks:** We will have snack time during the day. It will be for approximately 10-15 minutes. **Please send nutritious, easy to eat snacks and juice or milk (no microwave food please).**

**Outdoor Recess:** We will have a daily outdoor recess unless it is raining or extremely cold. Please keep this in mind when you are selecting clothing and footwear. For the most part, if your child is well enough to be at school, he/she is well enough to participate in outdoor recess. However, on those occasions you feel it is best for your child to stay indoors, **please send a written note** and I will make arrangements for your child to stay in.

**Home Time:** The **school days ends at 3:15**. At home time, an Educational Assistant and I will escort the children to the boot room. You should plan to meet your child in the boot room at this time. For those students who take a bus, I will escort them to their bus. If your pick-up arrangements change on any given day, please call the school and let our secretary know or send a note in the morning. **If no phone call or written note is received, your child will be sent home by his/her usual method of transportation.** Please try to be on time to pick up your child at the specified time as they really worry when you are late.

 Verna Sand, Principal Tara McBride, Vice Principal

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**Attendance**

 Your child’s **regular and prompt** attendance at school is crucial to his/her success. Most Kindergarten learning activities are group oriented and involve interaction with classmates. Therefore, it is next to impossible to make up work at home. **If your child must miss school due to illness or emergency, please call the attendance line prior to 9am at (780)352-9355 to inform us of his/her absence.**

**![MCj01368410000[1]]()**  **Health Conditions**

It is imperative that you make me aware of any allergies, health or social problems that your child may have. Mild asthma, a cold, family difficulties, speech or hearing delays are all things that can affect your child’s behavior and performance at school. **IF YOU HAVE NOT YET HAD YOUR CHILD’S VISION TESTED PLEASE DO SO AS SOON AS POSSIBLE.**

**Classroom Expectations**

As you will likely be in our classroom at some time helping or picking up your child, I would like to make the basic expectations clear so that we all know them and can therefore be consistent.

**Our basic rules are:**

1. **![MCj03973160000[1]]()**Treat others with kindness and respect
2. Always try your best.
3. Be a good listener (to teacher(s), classmates, and helpers)
4. Think before acting and be safe

I will be teaching the rules to the children like this:

1. Never hurt anyone on the inside or the outside
2. Follow directions quickly
3. Put your hand up to talk
4. Put your hand up to walk
5. Make smart choices
6. Make your dear teacher Happy

The children will also be made aware of a reaction plan when they are not following expectations. It will look like this:

GREAT – working consistently and following rules most of the time

GOOD JOB – working consistently and following rules sometimes

READY TO LEARN – ready to learn

SLOW DOWN – warning from the teacher

THINK ABOUT IT – sit at the table away from the group

CALL PARENTS – just as it sounds

**Home Reading Program**

Research has shown that the single most important factor for school success is daily reading. I have always run a home reading program and strongly believe that all children (especially young children) need to be read to everyday. We will be operating a home reading program this year where you and your child will note the books that you read together, and hopefully by the end of the year, your child will be able to read to you. Our class will keep a tally of the books read as a class and when we reach 500 books, we will celebrate in grand style with a party.

**Library**

Our class does have a scheduled library time each week. We will visit the library and enjoy stories and activities that are related to things we are doing in class. The students will be taking out books but will not be able to take them home.

 **Book Orders**

About once a month your child will be bringing home a SEE-SAW book order form. You are under no obligation to purchase any books; it is your family’s choice. If you do decide to order books, please return the order form by the date noted and **please send a cheque payable to Scholastic books** for the exact amount of your order.



 **Birthdays**

I love birthdays, and I think it is very important to celebrate every child’s birthday. On your child’s birthday or the Friday before if it happens to fall on a weekend, you may send in a special birthday snack for the class, if you wish. Some other options that you may choose are stickers, bookmarks or a small treat for each child. Or, you may choose to **treat** the class to a **birthday book**. The child may bring a book (wrapped in birthday paper and tied with a ribbon if you wish) that she/he would give to the class. This book would become a permanent part of our classroom library with your child’s name on the inside cover. Other birthday activities will include a special card and birthday book for the birthday child and the teacher reading a story chosen by the child. Summer birthdays will be celebrated in June. If your child does not celebrate birthdays, please let me know and we will discuss alternative arrangements.

**Class Parties**

We will be having a number of classroom parties and celebrations this year. Before each party we will post a signup sheet outside our classroom and give all parents the opportunity to bring a snack for one of the parties. If you are not a parent who will be coming to pick up your child, please call me and we can schedule over the telephone.

Halloween Christmas Valentines Easter/Spring Graduation



**Backpacks and Supplies**

Supplies your child needs to bring to school:

* 1 large backpack
* 1 pair of indoor running shoes (white soles) to be left at school
* 1 box of Kleenex

**All other supplies will be provided to ensure that students have identical supplies. The cost for this is $35.**

It is very important that each child bring a backpack to school every day. It is equally important that you check the contents of your child’s backpack and agenda each night for important newsletters, notes, library books, home reading books or work that your child has completed at school.

It is suggested that you question your child about their work at school. Ask them what they learned and have them show you what they did. Many children are proud of their efforts and will excitedly show you what they know how to do. Don’t forget to praise them for their accomplishments.

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 **Sharing/Letter Detective**

Each child will be scheduled on our calendar as the letter detective. They will know in advance and will be asked to bring something from home that begins with the letter of the week. This gives us the opportunity to practice our alphabet knowledge as well as provide each child the chance to share and speak to the class. A short note to explain this further will be sent home with your child when it is their turn to be the letter detective.

 **Money**

On occasion it may be necessary for your child to bring money to school (book orders, picture money, etc.). When sending money to school, please place it in a sealed envelope clearly marked with the child’s name, amount of money enclosed, purpose of the money (book order) name and grade and place it in the front pocket of their agenda.



**Fieldtrips**

We may be going on two fieldtrips, to the Edmonton Valley Zoo and Telus World of Science. This will be dependent upon Alberta Health Guidelines, our available funds, and any possible fundraising done this year.

**Important Phone Numbers**

Sacred Heart School Main Phone #: (780)352-5533

Sacred Heart School Attendance Phone #: (780)352-9355

Alberta Health Link: 1-800-408-5465

Wetaskiwin Trans Com Transport: (780)352-9866

 In the past, some parents have chosen to use this service to transport their child to and from school.

**How to keep up to date on school events**

We no longer do a monthly school newsletter, instead we use the following ways to keep you up to date:

1. **School Website:** [**www.sh.starcatholic.ab.ca**](http://www.sh.starcatholic.ab.ca)
2. **Sacred Heart School Facebook Page: Like us and follow us**

[**https://www.facebook.com/SacredHeartSchoolWetaskiwin**](https://www.facebook.com/SacredHeartSchoolWetaskiwin)

1. **We** also **send out phone and e-mail messages** to keep parents up to date on events happening in the school.
2. **School Council:** Coming to school council meetings is a great way to stay informed on the events of the school and your child’s education.

**We are going to have a terrific year working together!**

