

A.3 Outline of Routines and Expectations, Distributed at Kindergarten Parent Information Meeting



Holy Family Separate School

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"You may give without loving, but you cannot love without giving"

Holy Family School Kindergarten Parent Information Meeting

We would like to warmly welcome you and your child to the school community of Holy Family. We look forward to working together to provide the experiences necessary to encourage your child's spiritual, intellectual, physical and emotional growth. The Junior and Senior Kindergarten classes are scheduled for full days on an "A" and "B" day schedule. A School Board calendar will be sent home on the first day of school clearly outlining this schedule.

We trust that the following brief outline of important routines and expectations will be helpful as you prepare your child for his/her first day of school. A detailed information booklet outlining daily routines, expectations, curriculum guidelines, dates for reporting and assessment processes will also be provided.

First Day of School: To ease the transition from home to school an appointment will be set up for you and your child to meet with the teacher. This will provide an opportunity to become acquainted with the teacher, the classroom, daily activities and procedures. We will also have a progressive entry of Junior Kindergarten students. Over the first two weeks of school we will be gradually admitting a few students to the class at a time. In June, a personalized letter will be mailed to each family clearly outlining the date(s) and procedures for the interview and your child's first day of school.

Safe Arrival: To help ensure the safety of all students we have a Safe Arrival Program at our school. Every student is enrolled in this program. Parents are requested to phone the school if their child will be absent. An answering machine will take your message on weekends, holidays and before or after school. If you have not called the school and your child is absent, a call will be made home or to your place of work to confirm your child's absence.

Regular School Day: The school day begins at 8:55 a.m. All Kindergarten children meet in the Kindergarten play area at the front of the school. Outdoor supervision begins at 8:40 a.m. Children are admitted to the classroom at 8:55 a.m. Your child's teacher will meet all students as they enter the schoolyard. School is dismissed at 3:25 p.m. If you are picking up your child, it is important to be on time. The classroom teacher will bring the students out to the play area at the end of the day. All students riding on a bus will be placed on the bus by their teacher.

Transportation: Transportation before 9:00 a.m. and after 3:30 p.m. will be by regular school bus for children who live outside of Alliston. Transportation is only provided within the Holy Family boundaries and has been arranged for the regular bus stop nearest your home address. Staff will greet the children at the bus area and ensure that they safely enter the Kindergarten play area. At the end of the day, a parent or guardian must meet the bus when it arrives at your home or designated bus stop.

Illness: Please ensure that we know of any allergies or medical conditions that your child may have. Medications must be delivered to the office in their original container and are only administered through the office. Medication forms will be available at the office and must be completed before medication can be administered.

Shopping Tips: In preparing your child for Kindergarten we ask that you consider purchasing the following items: A backpack is recommended and we suggest that your selection be lightweight and large enough to carry your child's lunch bag and the many creations that may be completed within a given day. A pair of indoor running shoes will be needed and we ask that all shoes fasten with Velcro.

Lunch and Snack Time: Your child will have two snack times and a lunch break. We ask that you be conscious of nutrition when selecting snacks and packing a lunch for your child. We encourage easy to manage, reusable containers, as well as thermoses or reusable plastic drink containers. Some children have severe reactions to peanuts; therefore our Kindergarten classes must remain "nut free." Please do not send snacks that may contain: peanut butter, peanuts, tree nuts, and foods with warning "may contain nuts or peanuts or processed in a facility that processes nuts or peanuts."

Assessment and Reporting: Informal assessment of your child's learning takes place on a daily basis and is an integral part of all learning activities. During each school day teachers assess for different purposes using various techniques. Classroom observations of daily participation and task completion combine with formal/informal evaluation rubrics to gather data relating to students' growth and achievement. In response to both formative (ongoing assessment) and summative assessments (completed at the end of each unit or term) there are three formal reporting periods throughout each school year. The classroom teacher will prepare a written report for each term. In November, the entire school celebrates learning at scheduled three-way conferences involving parent/student/teacher. In March, a written report is sent home, and in June the final formal report of the year is completed and sent home. Additional interviews to discuss progress and celebrate learning can be arranged at any time throughout the school year.

Home/School Communication: A detailed school newsletter is sent home on the first of each month clearly outlining the many events and celebrations within our school community. Kindergarten teachers also prepare special classroom newsletters that are also sent home at the beginning of each month. These newsletters outline curriculum being covered as well as special events and celebrations that are specific to each class. Teachers will call home to share specific issues with parents and to celebrate the success of your child. We also encourage parents to call your child's teacher if you have questions or concerns.

Tips To Help Prepare Your Child For School

It is important to note that many of the skills and attitudes which can help to contribute to your child's successful entry to Junior Kindergarten can be effectively taught before he/she enters school. Please assist your child in developing confidence with the following:

1. Knowing his/her family name, the name(s) of family members.
2. Being courteous with children and adults – using please, thank you, excuse me, etc.
3. Putting on and taking off his/her shoes and outer clothing; manipulating zippers and buttons.
4. Caring for his/her toilet needs independently.
5. Forming good eating and sleeping habits.
6. Reading to/with your child each and every day.

In Junior and Senior Kindergarten the traditional subjects, including Religious Education, Language, Mathematics, Social Studies and Science, are woven into an integrated learning experience based on the developmental needs of the students. Early literacy is a key area of focus throughout the many activities of our day. We ask that you spend some time each evening reading with your son/daughter. A variety of programmes and materials will be shared from home to school including our very popular B.E.A.R. Reading Club – "Be Enthusiastic About Reading". Monthly classroom newsletters will provide ongoing tips and strategies to assist your child in the development of effective reading and writing skills.

"We look forward to sharing many wonderful years with you and your child."

Simcoe Muskoka Catholic District School Board