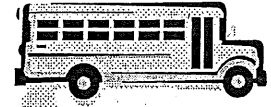
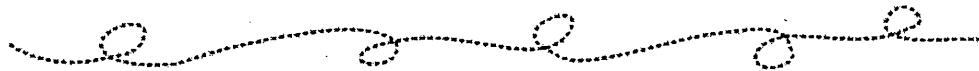


Welcome to Pre-K



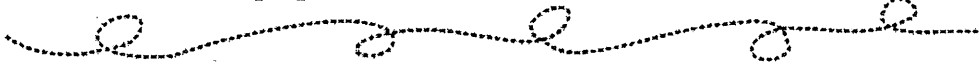
I would like to welcome you and your child to Pre-K at New Haven Primary! It is understandable that you and your child may have met this day with excitement or apprehension (or a little of both). Hopefully this handbook will help you to know what to expect in Pre-K this year and answer any questions you may have. We are looking forward to working with your child this year and helping him/her to achieve his/her full potential.



Parent/Teacher Relationship



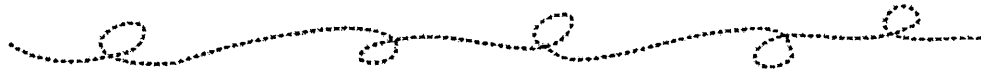
A strong parent-teacher relationship is necessary for maximum school success. Communication will take place through notes, telephone calls, weekly newsletters, quarterly reports and a parent-teacher conference. Please be encouraged to contact me if you have any questions or concerns at any time. Please check the purple take home folder each night for communication purposes.



School Attendance



Your child's regular and prompt attendance at school is crucial to his/her success. This cannot be emphasized enough. Most Pre-K learning activities are group oriented and involve interaction with classmates. Therefore, it is next to impossible to make up all work at home. Please view school as a priority to ensure that your child attends every day except in cases of illness or emergency.





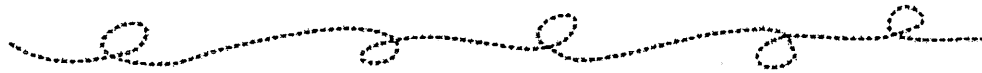
School Supply List



Many of our school supplies are provided. These items listed below are still needed. Please send these on the first day of school or as soon as possible with your child.

- * an extra set of clothes in a plastic bag marked with your child's name
- *1 backpack to be sent to school daily
- *1 box of tissues
- *1 one-inch 3 ring binder
- *1 container of Chlorox (or other brand) wipes to clean tables
- *1 bottle of hand sanitizer

As the year progresses, a list of items needed in our room will be requested. These may be for cooking or special art projects. If you can provide one or more of these items, it would be appreciated.



Pre-K Hours



The 2012-2013 hours are listed in the New Haven Primary handbook.

These follow:

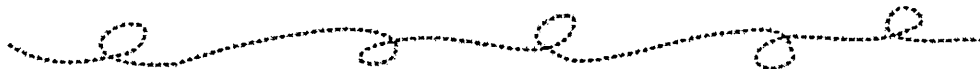
A.M.- 9:15-11:45 daily *Please arrive no sooner than 9:10 in order to eliminate parking lot congestion with grades K-2.

P.M.- 12:30- 3:00 (Monday, Tuesday, Thursday, Friday)

12:30-2:30 (Collaboration Wednesdays)

-There will be no morning Pre-K if there is a weather delay.

-On Wednesday weather delay days, collaboration is cancelled. Dismissal time will be 3:00.





Transportation



All Pre-K students must be car riders or walkers. If you need to pick your child up early, you must sign him or her out at the office. The office will call the classroom and ask for your child to be sent down.

Also, please be sure to have your car tag hanging on the mirror of your vehicle so that the number is visible. All Pre-K students, walkers and car riders, will enter the building at door 2 at the back of the building. Cars will enter the parking lot on the north side, loop around the parking lot to drop off children at door 2, and continue to exit the parking lot on the south side. Teachers will be outside to dismiss students from cars.



Outdoor Recess



The children will be going out for recess everyday unless it is raining or extremely cold. Please keep this in mind when helping your child to select clothing for the day. When there is snow on the ground, students must have snow boots in order to play in the snow.



Discipline



Establishing good classroom discipline is essential to each child's success, confidence, and well-being. Every child should feel that the classroom environment is safe and secure. In addition, it is important that each child learns to develop self-discipline and good work habits, to resolve conflicts peacefully, and to think independently.

Each child will receive a behavior calendar, which will be kept on the Return to School side of the purple take home folder. At the end of the day, students will be given a reward sticker or a brief note explaining the reason for not receiving a sticker. Please initial this daily. We hope to work together to promote sticker behavior. Your encouragement from home makes a huge difference! There are three basic parts to the discipline plan: Pre-K agreements, classroom community, and logical consequences.

1. Pre-K Agreements

Our four basic classroom agreements and rules are:

1. We are nice to others
2. We listen to teachers
3. We play safely
4. We keep our classroom clean

As a class, we will spend time discussing what these agreements mean and how they affect us in our classroom. We will coordinate these with the New Haven Primary expectations:

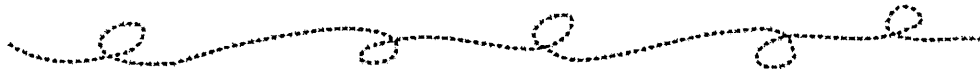
***We are responsible**

***We are respectful**

***We are engaged**

2. Logical Consequences

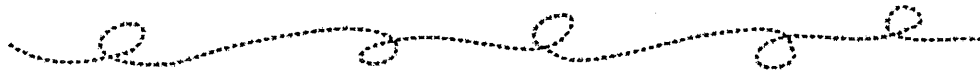
The idea is for the consequence to be related to the misbehavior and act as a solution or restitution for the problem. For example, a child must clean up his or her mess if something is spilled. By having the consequence directly related to the act, the child will begin to understand cause and effect relationships. If classroom rules are severely or persistently broken, parents will be contacted by note (to be signed and returned) or by telephone. An individual behavior plan may also be set up for your child if necessary.




Communication



School is a partnership between school, home, and the students. As a member of this partnership, there will be communication with your family regarding classroom events, your child's progress, etc. Please check your child's purple take home folder **every day** for newsletters, notes, and home activities. It is important that this purple folder is checked and cleaned out daily. Please send in \$1 for your child's purple take home folder as soon as possible.





Birthdays



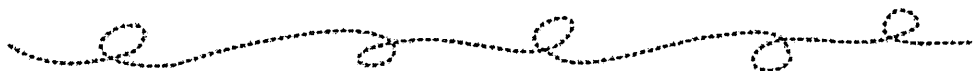
Birthdays are a special day in many children's lives. If you would like to send in a special treat to celebrate, we encourage choosing a healthy goodie to share with the class. Please send a note to make these arrangements. There are 15 students enrolled in each Pre-K section. If there are food allergies to be considered, information will be sent home. If your child is having a party at home, we can only distribute invitations if all children in the class are invited. If you cannot invite all of the children, please do not send the invitations to school. This avoids many hurt feelings.



Clothing



Please refer to the New Haven Primary Parent- Student Handbook on p. 13 to make sure the clothes worn by your child are school appropriate. As noted earlier, it is very important to have an extra set of clothes here at school for each child.



Money



On occasion it will be necessary for your child to bring money to school. Always send money in a sealed envelope with the following information written on it:

1. Your child's first and last name
2. The amount of money
3. The purpose for the money (book order, etc.)
4. Our Room Number



Toys



Your child should not bring toys to school. The exception is if your child is requested to bring one for an educational activity. An example of this would be to bring a toy Clifford dog on Red Day.