

KINDERGARTEN

FAMILY HANDBOOK



Kindergarten is the first step toward what we hope will be an exciting and stimulating educational experience for your child as he or she passes through our educational system. This family booklet is intended to help familiarize you with kindergarten entrance. We have also included general information on school supplies, bus information, and health information. We encourage you to read through this booklet to better understand the kindergarten year ahead. We look forward to our journey together.

Dr. Emmy Mayer
Principal, Altmayer Elementary

Mr. Luke Herlache
Principal, Dickinson Elementary

Kathy Van Pay
Principal, Heritage Elementary

CHILDHOOD SHOULD BE A JOURNEY . . . NOT A RACE.

ENTRANCE REQUIREMENTS

Children entering kindergarten must be 5 on or before September 1st.

ADVANTAGES OF OUR KINDERGARTEN EDUCATION

Briefly, the kindergarten education will help your child to:

- ✓ Work and play with others cooperatively
- ✓ Speak clearly and use appropriate words
- ✓ Share and help others
- ✓ Listen to directions and follow directions
- ✓ Win and lose gracefully
- ✓ Follow and respect leadership of both teacher and peers
- ✓ Develop positive attitudes and work habits
- ✓ Be courteous at all times
- ✓ Develop strategies to settle own disputes calmly
- ✓ Save and economize materials
- ✓ Enjoy books and pictures and instill an excitement towards reading
- ✓ Develop self-reliance by solving problems
- ✓ Acknowledge own mistakes and avoid blaming others
- ✓ Control facial expressions and behaviors when upset
- ✓ Develop the feeling of security
- ✓ Develop ability to become a good listener as listening can be improved through experience
- ✓ Gain positive self-esteem
- ✓ Develop a sense of responsibility
- ✓ Develop as readers and writers

KINDERGARTEN HOURS

All Day: 8:00 a.m. – 2:45 p.m.

Please make arrangements for your child to arrive promptly at 8:00 a.m.

HEALTH INFORMATION

SCHOOL NURSE

A full-time School Nurse, Randi Arneson, is available to serve the children in our school district. She is available to answer your concerns on hearing, vision, immunizations, communicable diseases and other health related concerns. Health Secretaries are available at each school to help with the medical needs of the children. The Health Secretary at Altmayer can be reached at 338-1894 ext. 6084, Dickinson Elementary School at 337-1027 ext. 1163, and Heritage Elementary at 337-1035 ext. 5004

IMMUNIZATIONS

Each student should have the immunizations required by law or have an authorized waiver. If a student does not have the necessary shots or waivers, s/he may be excluded for ten (10)

days or longer, dependent upon an opportunity for a hearing and appeal. This is for the safety of all students and in accordance with State law. Any questions about immunizations or waivers should be directed to the District Health Nurse.

Immunization Requirements

Unless given a waiver, students must be immunized for the following diseases in accordance with regulations provided by the State Health Department:

- ✓ Chicken Pox (Varicella) – 2 doses
- ✓ DTP/DtaP/DT – 4 doses (Diphtheria/Tetanus/Pertussis)
- ✓ Polio – 4 doses
- ✓ MMR – 2 doses (Measles/Mumps/Rubella)
- ✓ Hepatitis B – 3 doses

DTP/DTaP/DT vaccine for children entering Kindergarten: Your child must have received one dose after the 4th birthday (either the 3rd, 4th, or 5th) to be compliant.

HEALTH EXAMINATION

It is recommended that each child be examined by a doctor and a dentist prior to the opening day of school, so that any potential problems may be dealt with before school starts. The required Medical Evaluation Record must be completed and returned to the school on or before the first day of school. Eye exams are also recommended prior to entering Kindergarten.

COMMUNICABLE DISEASES

<u>Diseases</u>	<u>Incubation Period</u>	<u>Exclusion From School</u>
Chicken Pox	13-17 days	5-6 days after onset of rash.
German Measles	10-21 days	4 days after appearance of rash.
Measles	8-13 days	5 days after appearance of rash.
Mumps	12-26 days	Keep patient home until swelling disappears.
Scarlet Fever	1-3 days	7 days – Exception: Child given penicillin by injection and completely recovered may return 24 hours after treatment.
Whooping Cough	5-10 days	3 weeks from start of “whooping” or cough; 57 days from onset of appropriate therapy.
Head Lice		Until student has been treated and is nit-free.
Conjunctivitis (Pink Eye)		24 hours after treatment with prescription eye drops.

REPORT CARDS

Conferences: End of first quarter

Report Cards: End of first, second, third and fourth quarters

The Parent Teacher conference is an opportunity for you to discuss your child's progress with the teacher. If, at any time, you have a question about your child's development, please talk to his/her teacher immediately. Remember that each child differs in the rate of growth and development. Therefore, watch your child's progress rather than how he/she compares with other children.

PARENTAL SUGGESTIONS FOR A SUCCESSFUL START

- 1) Talk about kindergarten as a happy place and of the teacher and principal as people who will help you learn and keep you safe.
- 2) Give your child as many varied experiences as possible. Take him/her on trips to the airport, zoo, beach, farm, parks, etc.
- 3) Take special note of all the work he/she brings home. Show daily interest in your child's work. Be generous with your praise. A work of encouragement for work well done usually stimulates children to greater efforts.
- 4) See that your child gets enough sleep. Help him/her stay healthy by putting him/her to bed by 8:00 p.m. each night.
- 5) If your child has any handicap that may interfere with his/her school experience, please let his/her teacher know.
- 6) Provide clothing large enough so your child can dress him/herself. (Especially boots)
- 7) Please label anything you send to school, including boots and jackets.
- 8) Use upper case letters only for the beginning letter of names.
- 9) Please do not send your child to school if he/she has a cold or any symptoms of illness.
- 10) Encourage your child to ask questions and explore many possible answers.
- 11) Read to and with your child daily and make frequent use of the library. This will stimulate your child's interest in reading.
- 12) Clearly communicate to your child your expectations of behavior and effort while he/she is at school.
- 13) Discipline your child with firmness, consistency, and affection.
- 14) Promote your child's ability to follow directions independently.
- 15) Promote your child's independence and responsibility by having him/her complete tasks or chores daily.
- 16) Encourage your child to speak in complete sentences using correct language.
- 17) Establish a brief daily home time to review academic concepts or to practice fine motor activities.

SUPPORT READING AND WRITING SKILLS

All kindergarten children are not ready to write, but if your child asks for help, please use the manuscript alphabet. If your child is ready, show them how to write their own name in manuscript. Please model it in your writing and encourage your child to use the upper case letter for the first letter in names and the lower case letters for the remainder of the letters. EXAMPLE: **John**, not **JOHN**. One of our goals is to know the alphabet by the end of kindergarten.

YOUR CHILD WILL BE HAPPIER IF:

- 1) He/she knows how to care for his/her own toilet needs and has been taught to wash his/her hands after using the restroom.
- 2) He/she can dress himself/herself, tie shoes, button clothing and work zippers.
- 3) He/she knows his/her name, address, and phone number and parent's name.

- 4) He/she can play easily and happily with other children, and has learned to put away playthings and materials when he/she is through using them.
- 5) You read aloud to him/her. Expect him/her to sit still and listen. Take time to listen when he/she has something to say.
- 6) He/she has been given clear instructions on who will pick him/her up at dismissal time. **Try not to be late.**
- 7) He/she uses common courtesies appropriately, i.e., "Please" and "Thank You."
- 8) He/she is able to wait his/her turn when others are speaking.

ATTENDANCE

Students are required by Wisconsin Law to attend school regularly and promptly. Attendance is on file for each student. An accurate record is kept of all absences and tardies. Multiple unexcused absences and tardies violate state law and the City of De Pere Truancy Ordinance #81-30 Violations.

ABSENCES – Parents are requested to call in on the day of absences. Please call by 8:00 a.m. on the day of absence (983-9174, then press 8 for the attendance menu). The office staff must be informed of the reason for the absence. For some absences, the school may ask for a doctor's excuse. Parents may request assignments when calling in the absence. Any request must be made by 9:00 a.m. and will be available to be picked up after 2:45 p.m.

LEAVING SCHOOL EARLY – If a student must leave early (medical, dental or personal) a signed note from parent or guardian must be sent to the homeroom teacher.

VACATIONS DURING THE SCHOOL YEAR – Prior to planning a vacation during the school year, parents are requested to discuss vacation dates with the homeroom teacher and obtain approval from administration. A form is located at the School Office.

SAFETY FIRST

Teach your child to go directly to school and to return home immediately after dismissal. Teach him a direct route.

- 1) Look both ways before crossing an intersection. Remember that red means STOP and green means GO.
- 2) Walk across at intersections only, unless otherwise clearly marked. Stay between the crossing lines.
- 3) Obey the safety rules.
- 4) Get out of the car on sidewalk side of street.
- 5) NEVER RIDE WITH STRANGERS.
- 6) The street in front of school allows for "drop off" and "pick up" only.

ADDITIONAL KINDERGARTEN PRACTICE SKILLS

While the majority of your child's preparation for a successful kindergarten experience results from the natural and everyday activities listed on the previous pages, the following academic skill and behavioral emphasis with your child prior to kindergarten entrance could also contribute significantly toward his/her kindergarten success:

- ✓ Teach your child their first and last name
- ✓ Familiarize your child with the alphabet letters and numbers
- ✓ Provide opportunities for your child to use pencils, crayons, scissors and glue sticks
- ✓ Encourage your child to speak in complete sentences
- ✓ Encourage self-help skills (buttoning, zipping, tying shoes, snapping) and appropriate bathroom use
- ✓ Provide opportunities for your child to follow directions independently
- ✓ Give your child responsibilities and praise for his/her accomplishments
- ✓ Encourage good manners (sharing, taking turns, using please and thank you, listening to others, observing rules)

ANY QUESTIONS?

Please ask:

Altmayer

- Dr. Emmy Mayer, Principal
- Mrs. Nicole Gobat, Building Secretary
- Mrs. Stephanie Mirkes, Attendance Secretary
- Mrs. Randi Arneson, District Nurse
- Mrs. Janna Allen, Health Secretary

Dickinson

- Mr. Luke Herlache, Principal
- Mrs. Renee Jadin-Rice, Dean of Students
- Mrs. Amy Darnick, Building Secretary
- Mrs. Pam Mathu, Attendance Secretary
- Mrs. Randi Arneson, District Nurse
- Mrs. Jayma VanStraten, Health Secretary

Heritage

- Mrs. Kathy VanPay, Principal
- Mrs. Jessica Nejedlo, Dean of Students
- Mrs. Patti VanRens, Building Secretary
- Mrs. Cindy Thiem, Attendance Secretary
- Mrs. Randi Arneson, District Nurse
- Mrs. Julie Lundin, Health Secretary