

Kindergarten Handbook

Buhler Grade School
Plum Creek Elementary School
Union Valley Elementary School



From the Superintendent of Schools

The Buhler USD 313 Mission: An Exceptional Educational Experience for All
Our Vision: Creating Generations of Positive World Changers

Welcome to Buhler USD 313! We hope that your child's participation in the Kindergarten Program will result in a rewarding and beneficial educational experience.

The best educational experience occurs when both parents and teachers work cooperatively together. As professionals, we are dedicated to provide the very best programs for your child. You can help by sharing information that will help us meet the educational needs of your kindergarten student. It is through this sharing in a mutually open and trusting environment that the best possible education will occur.

The information contained here has been prepared by our professional staff to acquaint you with a broad spectrum of services. I urge you to read the content carefully.

We're so glad your son or daughter is going to be a part of our school district. Have a great year!

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Buhler USD 313 Student Outcomes

Use Learning Tools Proficiently —

Demonstrate proficiency in reading, writing, mathematics speaking, listening, illustrating, and research skills: Knowledge — Mathematics and Communication Skills.

Set Goals and Solve Problems —

Use creative/critical thinking skills and organizational skills to solve problems and set goals: Decision-Making, Critical-Thinking, Problem-Solving, Organizational skills, Creative-Thinking and Goal-Setting.

Make Connections Through Curricular Integration —

Integrate basic content skills: Mathematics, Communication, Science, Social Studies, Art and Music.

Practice Essential Workplace Skills —

Demonstrate fundamental workplace skills necessary for employment: Technological Skills, Work Ethic and Following/Giving Instructions.

Exhibit Positive Human Relationships and Responsible Citizenship —

Demonstrate an awareness of human relations in order to become responsible citizens in a multicultural society: Interpersonal Skills, Self-Discipline, Responsibility, Respect for Self, Honesty, Respect for Others, Sense of Humor and Human Relations.

Practice Responsible Behavior —

Exhibit intrapersonal skills to meet the demands of daily life where there is a connection between behavior and consequences: Intrapersonal Skills, Self-Discipline, Responsibility, Respect for Self, Honesty, Respect for Others, Sense of Humor and Human Relations.

Live Healthy and Productive Lives —

Exercise personal, social and familial responsibilities essential to live a healthy and productive life in an international community: Management of Leisure Time, Health Consciousness, Economic Skills, Family Relationships, Civic Skills & Involvement, Time Management, World Awareness and Appreciation of the Arts.

Enjoy Lifelong Learning —

Acquire skills and attitudes that will foster lifelong learning: Appreciation of the Arts, Learning to Learn, Appreciation for Learning and Study Skills.





Beginnings

What to Expect

We promise you that the years your child spends in school will be the most exciting, frustrating, rewarding, amazing, happy years of your life as parents.

Soon, your “pride and joy” will enter the doors of our elementary school. His or her health, safety and well-being are every bit as important to us as they are to you. Between the years of kindergarten and twelfth grade, the changes your child undergoes will be almost unbelievable!

He or she will:

- begin quoting a new person in his life — “teacher.” You will at times wonder how one person can be so right so much of the time!
- be happy when they meet new friends, but be sad when they first discover that peers are not always friendly and kind.
- discover a multitude of new interests...some that will stay with them for a lifetime, others that will lead them on to new and different things.
- have days when all is right with the world, but also have days that will allow them to grow and mature during times of trouble.

Your child is a complex bundle of energy you can safely entrust to us. We have a staff of highly trained, competent, compassionate people, ready and willing to make available to your child all that is necessary for him or her to become a happy, productive and well-adjusted contributing member of our society.

Relax! Enjoy!

These next years will pass more quickly
than you can ever imagine...
but what an adventure they will be!





Beginnings

Age Requirement

Your child may enter kindergarten this year if he or she will be five years of age on or before August 31 (unless altered by the Kansas Legislature.)

Enrolling Your Child

- **Proof of Identity:** You will need the original copy of your child's hospital birth certificate or a certified copy of your child's state birth certificate. Failure to provide proof of identity by the FIRST DAY OF SCHOOL will result in EXCLUSION one week after parent notification.

A certified copy can be obtained from the Bureau of Vital Statistics, Kansas State Department of Health, Topeka, Kansas, or a similar state agency in the state where your child was born.

This information can also be ordered online from www.kdheks.gov/vital/birth.html

- **Immunizations:** (State Law KSA 72-5208) Any student entering school for the first time in the state of Kansas is required to present certification from a licensed physician or local health department stating that the student has received immunization against diphtheria, pertussis, tetanus (DTaP), measles, mumps and rubella (MMR), polio, hepatitis B, and chickenpox (varicella - VAR) as approved by the Kansas State Board of Health. An exception to obtaining the varicella vaccine is to provide proof of prior disease by one of the following: 1) the signed statement of a physician indicating the child's date of illness 2) laboratory evidence of varicella immunity.

* For children less than 5 years of age who attend a preschool or daycare program operated by a school, the following immunizations are also required:

- * Haemophilus influenzae type b (Hib): 3 doses
- * Pneumococcal conjugate (PCV7): 4 doses
- * Hepatitis A: 2 doses

As an alternative to these immunization requirements, the parent can provide: (1) An annual certificate from a licensed physician that the immunizations would seriously endanger a student's life or health, or (2) A written statement signed by one parent or guardian stating that the student adheres to a religious denomination whose teachings are opposed to these immunizations.

Immunizations MUST be current by enrollment time. Failure to have needed immunizations completed by the FIRST DAY OF SCHOOL will result in EXCLUSION one week after parent notification. The student will remain excluded until immunizations are in the process of being completed.

Immunizations are available from your private physician's office, or at the Reno County Health Department at 209 West 2nd in Hutchinson. Call 620-694-2900 for an appointment.

Please refer to school web sites for more information on immunizations.

- **Health Assessment:** (KSA 72-5214) Any student up to the age of nine years entering school for the first time in the state of Kansas shall, prior to admission, be required to present the results of a health assessment conducted within 12 months of school entry by a physician or other health care provider as approved by the state of Kansas.

As an alternative to the health assessment, the student shall present a written statement signed by a parent or guardian that the child is an adherent of a religious denomination whose religious teachings are opposed to such assessments.

Failure to complete the health assessment by the FIRST DAY OF SCHOOL shall result in EXCLUSION from school one week after parent notification.

Beginnings



Kindergarten Supplies

- An inexpensive plastic box with a lid for keeping your child's supplies in his or her desk (8" x 6" x 2")
- Six regular size #2 pencils with erasers
- Two erasers (green or pink, no decorated ones)
- Box of (16 or 24) regular crayons (Please do not purchase washable or fluorescent colors.)
- One package of four thin (Expo brand) dry-erase markers (red/blue/green/black)
- Watercolors (Prang if possible)
- Two 4-ounce bottles of "Elmer's Glue" for art projects
- Two large glue sticks or 4 small glue sticks
- One pair of plastic scissors with stainless steel blades -- We prefer "Fiskars" brand.
- 3-ring binder (2" View-thru)
- Large box of facial tissues
- Rectangular school backpack (no wheels)
- Tennis shoes for Physical Education (no extra pair needed)

Please label all supplies

Let's Get Off to a Great Start!

Nothing is more important than making sure your child is ready to begin his or her education. However, children grow and mature at different rates. Please review the following statements. They are not meant to be a formal evaluation, but can give you an idea of some of the areas your child may need to work on.



Can your child...

- Be easily understood when talking with strangers?
- Draw and color beyond a simple scribble?
- Tie a knot?
- Zip or button up a coat?
- Walk backward for a distance of five or six feet?
- Stand on one foot for five to ten seconds?
- Alternate feet when walking down stairs?
- Tell left hand from right hand?
- Use a knife for spreading jam or butter?
- Take care of personal toilet needs?
- Cross a residential street safely?
- Repeat a series of four numbers without practice?
- Repeat an eight to ten word sentence if you say it once?
- Tell you the meaning of simple words, such as bicycle, apple, show, hammer, water?

Beginnings

Can your child supply the last words to all of the following statements?

Mother is a woman/Father is a ____.

A fire is hot:/An ice cube is ____.

A plane goes fast/A turtle goes ____.

Can your child tell you....

- | | |
|--|------------------------------|
| — how many feet he or she has? | — what things are made of, |
| — how many ears a dog has? | such as cars, chairs, shoes? |
| — which goes faster; a motor scooter
or a bike? | — what a key is used for? |
| — what or where meat comes from? | — what eyes are used for? |
| | — what ears are used for? |

This is not intended to serve as a formal evaluation. These are merely guidelines to give you an idea of the skills kindergarten-aged children should be developing.

That First Big Day

You can make the first day of school a big success if you will:

- Have your child spend time with other adults or older children.
- Speak of kindergarten as a happy place and the teachers and principal as friends.
- Send your child to school the first day with another child. It will be much easier to say goodbye at home than to be taken to school and left in a strange place.
- Show your child the way to school before the first day.
- Find out the teacher's name and be sure that your child knows it.
- Provide the teacher with any information that might help to understand your child better.



- Remember -
Your reaction and attitude toward school
will help determine your child's attitude.

Learning

Learning Goals

We will emphasize the following during the kindergarten year:

- To help your child live and play with other children.
 - To be courteous and cooperative.
- To care for personal belongings.
 - To be considerate of others.
- To share...ideas, games, experiences.
 - To use new words.
- To listen...to others, to directions, to stories.
 - To express feelings and emotions through speech, music, art.
- To explore — by handling, manipulating, discovering the what, where and why.
 - To determine likenesses and differences.
- To support and strengthen the child's sense of self-worth.

— Most Importantly —

We will be helping your child gain the necessary skills to continue his or her education!

Learning Activities

Kindergarten is an exciting place to be! Teachers use many different activities to teach your child necessary skills. Play is serious business to a child and an important learning tool! Children will learn to enjoy active play, such as running, jumping and climbing, and skills taught in all areas of the curriculum will be reinforced through play. These include:

Reading: Students will develop reading readiness skills: physical and mental coordination, the identification of relationships and identifying letters as printed symbols.

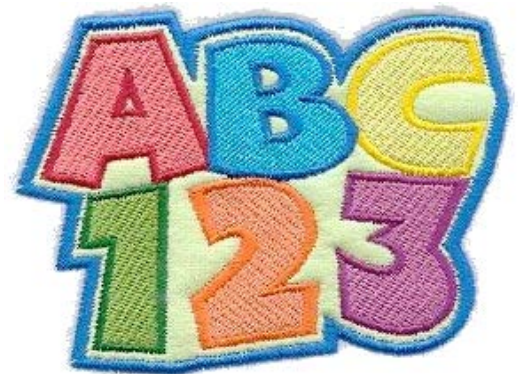
Mathematics: Students will gain some understanding of the use and meaning of numbers.

Science: Students will learn how to take care of plants and animals.

Music: Students will sing with the group, listen to records, express ideas in simple rhythms and learn to follow directions set to music, such as skipping, hopping, marching and running.

Art: Students will learn to appreciate beautiful things, express ideas in drawings, painting and modeling clay and try many different materials and tools.

Social Interaction: Students will learn to appreciate and understand both home and school surroundings, and how to work and play with groups.



Learning

Activities to Enhance Learning

Some of the many ways parents can stimulate their child's intellectual and social development are listed below. Try some of these activities! They will be challenging and entertaining for both the adult and the child.

Help Your Child Broaden His or Her Background —

- Read and discuss books regularly.
- Have fun with nursery rhymes.
- Show interest in ideas and questions.
- Help seek answers to questions.
- Explain your actions as your child watches.
- Provide for play with other children.

Help Your Child Grow in Self-Reliance —

- Encourage independent thinking and verbal expression.
- Teach care of personal needs in the rest room, in dressing and tying shoes.
- Teach awareness and care of personal possessions.
- Praise courteous actions.
- Avoid discussing your child's inabilities in his or her presence.
- Avoid comparisons with other children.

Help Your Child Develop Good Work Habits —

- Encourage correct holding and manipulation of crayons, scissors and pencils.
- Encourage completion of tasks.
- Establish a quiet atmosphere to encourage good listening habits for reading books, listening to records and talking together.

Help Your Child Develop a Sense of Routine —

- Avoid tardiness.
- Avoid absence except for illness.
- Go straight home from school.
- Provide your child with regular meals and sufficient sleep.

Help Your Child Take Care of Belongings —

- Put your child's name on each crayon, the top of the crayon box and on pencils.
- Put your child's name on all items brought for showing and sharing.
- Put your child's name on envelopes sent to school containing milk money or notes.
- Please! Label all of your child's removable clothing, such as boots, mittens, sweaters, coats, scarves, hats and caps!



Cooperation



Rules, Guidelines and General Information

Kindergarten is a time for your child to establish habits that will be needed for the rest of his or her life. Make sure your child arrives at school promptly, attends school regularly and leaves on time to go straight home.

We want your child to have a very successful school experience, and part of making sure that happens depends on knowing and obeying school rules. Below are a few selected rules and guidelines especially helpful to parents of kindergarten students.

Regular Attendance

State law requires that regular school attendance be enforced. Parents can aid their children in developing this habit by making sure the child is absent only for illnesses or other legitimate reasons. Parents should always send a written excuse or call the school following an absence. A phone call or note notifying the school of an impending absence would be greatly appreciated.

Sending Children Home

No child will be taken or sent home until parents or another designated responsible adult is contacted at home or at work. An ill or injured child will never be permitted to walk home without permission.

Visitations

Parent visitations are welcomed and encouraged. However, it is suggested that an appointment be made. Parents should avoid visiting class during the first month of school. This will help the child make an easier adjustment to school life. School visits are discouraged during the last three weeks of the school year.

After School Pick-up

Parents are to notify the office if the student is not to ride the bus home or of any change in the after class pick-up routine.

Arrival at School

Unless, your child wishes to have breakfast at school, Your child should arrive at school no earlier than 10 minutes before school is scheduled to begin.



Bicycles

Kindergarten students are discouraged from riding bicycles to school.

Pets

Pets should never be allowed to follow your child to school. If, by previous arrangement with the teacher, your child brings his or her pet to school, parents should arrange to pick up the pet immediately after the student is finished sharing it with his classmates.



Cooperation

Dress Code

Cleanliness is essential to a student's well being. Good health habits should be practiced at all times. Proper grooming of hair, teeth and body should be stressed.

Shorts may be worn from the beginning of school through October 31, and from April 1 through the end of the school year. Appropriate school dress and grooming standards that result in a neat, clean personal appearance are stressed.

No hats may be worn in the school building prior to 4:00 p.m. No hat that interferes with the vision of surrounding patrons will be permitted at a school function. Hats may not be worn at any formal school function, including concerts and other musical performances. Hats considered part of a coordinated outfit may be excluded from this policy.

Field Trips

A well-planned field trip is a worthwhile educational experience. A general permission form for field trips will be available for parent's signature at the time of enrollment. Parents will receive notification of each field trip. A teacher will accompany the students on all field trips. Parent suggestions for possible field trips and/or parents volunteering to assist with a field trip are encouraged and appreciated.

Party Invitations

If party invitations are distributed in the classroom, they should be given to all children. Singling out only certain children to receive invitations will lead to unhappiness. If all children are not to be included in the activity, then the invitations must be distributed outside of school.

Milk Program

All kindergartners will be given the opportunity to participate in the daily milk and refreshments program.

School Breakfast and Lunch Program

Parents and Guardians are welcome to join their student for breakfast or lunch. Meals will be the adult price. Please call the school the day before your visit to make the necessary arrangements.



Our food service system gives parents the ability to view your child's account balance. You will be able to see a copy of their eating history report, including dates, times and items that your child has purchased for breakfast and/or lunch within the past 30 days. There is also an option to set up E-mail alerts if you would like to be notified when your child's balance gets below an amount of your choosing. To sign up for these services, visit the NutriKids page on the district's web page at <http://www.buhlerschools.org/index.aspx?NID=73>

Free and Reduced Meal information/applications will be available on the district website, www.buhlerschools.org at enrollment or from any Buhler school office after the beginning of August.



***Kindergarten Milk (Full Year)\$65.00
(Milk Fee required regardless of Free/Reduced Status.)***

Cooperation

Inclement Weather/Recess Guidelines

The well being of our students is our first priority. The district's guidelines for recess during inclement weather are based on professional judgment that seeks to safeguard the health and welfare of our students. Reminders are included in classroom, building newsletters and handbooks about appropriate dress for Kansas weather conditions.

During times of questionable weather as it relates to recess, we will diligently monitor weather conditions, confer with other Buhler USD 313 schools and as always honor parent requests for individual students to stay inside.

A variety of on-line resources are used to monitor weather conditions. These resources provide current temperature, wind chill, precipitation and wind velocity. These weather conditions are important influences in decisions about recess.

The following guidelines are used when making decisions involving outdoor recesses: (1) If wind chill is at 18 degrees Fahrenheit or below, recess will not be outside. (2) If precipitation is falling, recess will not be outside. (3) If a student has been ill or has a special need, a parent can request that the student stay inside during recess.

Student Safety from Threatening Weather and Fire

If a tornado warning occurs during school hours, your child will be kept at school until the "all clear" has been announced by the radio and television stations.

During a tornado alert, your child will not be allowed to go home, even if it is after dismissal time. Parents may, however, pick their child up from school.

All schools have regularly scheduled fire and tornado drills. Children are instructed on the safest locations in the schools as well as the most direct route to exit should the need arise.

School Cancellation

In case of power failure, snowstorms or any other emergency resulting in a condition that would endanger the health of students, school will be dismissed and students delivered to their respective homes as soon as possible provided the emergency cannot be corrected that day.

Parents should instruct the student and the office of any special circumstances resulting from early dismissal. Buhler USD 313 will attempt to accommodate all the situations regarding the student's best interests.

Those who transport their own students should listen for news reports. If — in the judgment of school officials — it seems wise not to have school because of storm conditions or other circumstances, Buhler USD 313 will notify all local radio and television stations:

A decision to cancel school will be made prior to 7 a.m. so that the appropriate announcements can be made. If you do not hear the announcement by 7 a.m., you may assume that school will be in session and buses will run.

SchoolReach

In our continued effort to improve communication between parents and school, Buhler USD 313 uses a telephone parent notification system called SchoolReach that will enable school personnel to notify all households and parents by phone within minutes of an emergency or unplanned event that causes early dismissal, school cancellation or late start. The service may also be used from time-to-time to communicate general announcements or reminders. Here is some specific information you should know:

- * Caller ID: The Call ID will display the main number for the school from which the call is originated.
- * Live Answers: There is a short pause at the beginning of the message. Answer your phone as you normally would; "hello" and hold for the message to begin. Multiple "hellos" will delay the message.
- * Answering Machines: The system will detect that your machine has answered and will play the recording to your machine. The phone will ring for up to 40 seconds.
- * Message Repeat: At the end of the message you will be prompted to press any key to replay the message.

The successful delivery of information is dependent upon accurate contact information for each student, so please make certain that we have your most current phone numbers. If this information changes during the year, please let us know immediately.

Cooperation

Health

All children entering Kindergarten should be able to take care of their personal needs with minimal assistance. They should be aware of the proper health habits including hand washing, brushing teeth, bathing, combing hair, covering coughs and sneezes, and taking care of all bathroom issues. A dental check-up and eye exam are recommended so that your child can begin Kindergarten without problems that could affect optimal learning. A health record is maintained throughout your child's school life by the school district. Buhler USD 313 employs three nurses to monitor the entire district's health so they rotate to different schools during the week. If your child will be absent from school due to an illness or injury, we request that you call the office to let them know. This information allows the district to monitor the health concerns of the district and work with other community health resources to provide illness surveillance when requested.

Students will be sent home if they have symptoms of a potential infectious or contagious disease. There may be times when a doctor's note will be requested to excuse the absence. Students should not attend school and should remain at home if any of the following conditions exist:

- * Temperature of 100 or higher within the last 24 hours. Children with fevers are usually contagious. Please do not give fever-reducing medication at home and send your child to school.
- * Severe cold symptoms (excessive coughing or miserable congestion)
- * Nausea/Vomiting/Diarrhea
- * Sudden appearance of rash unless it is known to be non-contagious
- * Fainting due to an unknown cause or grand mal seizure
- * Red/discharging eyes
- * Active case of head lice. Infested students should receive appropriate treatment with removal of head lice and nits before returning to school.

Dealing with Head Lice (Guidelines from KDHE as of 10/19/07)

Head lice are parasites that adhere to the hair of humans. They lay eggs(nits), feed on human blood, and cause itching. Head lice are a nuisance, however, they do not have any serious health consequences nor do they transmit bacteria or infections.

TREATMENT OF HEAD LICE: (recommended 2 week regimen)

*DAY 1-Apply pediculocidal shampoo per directions followed by a thorough fine-tooth wet combing. This should kill most adults and nymphs and remove most viable nits.

*DAY 2-6-DAILY apply ordinary shampoo followed by cream rinse and a thorough fine-tooth wet combing. This should remove additional adults, nymphs, and nits.

*DAY 7-Apply pediculocidal shampoo per directions followed by a thorough fine-tooth wet combing. This should kill and remove most remaining adults, nymphs, and some nits.

*DAY 8-14-DAILY apply ordinary shampoo followed by cream rinse and a thorough fine-tooth wet combing. This should remove residual adults and nymphs.

CONTROL OF HEAD LICE: HOME

The home is the primary point of control for head lice. Parents should assume that head lice are present in the schools as well as other community settings at all times, and children should be inspected weekly for lice by their parents. When a member of a household is found to be infested, ALL members of the household should be examined, and ALL infested members should be treated at the same time with the regimen described above. Environmental efforts can be limited to the laundering of all bed linens and clothing worn by infested individuals. Extensive cleansing, vacuuming, and spraying of the home is of limited effectiveness and is not recommended.

CONTROL OF HEAD LICE: SCHOOL:

When a child is discovered to have lice at school, he/she may be sent home at the end of the day with a provision that he/she begin treatment prior to return, as required by state regulation. The American Academy of Pediatrics recommends that a child be allowed to return to school after the first treatment.

The Kansas state regulation does not require the child to be nit-free to return to school.

CONCLUSION: In order for individual head lice cases and apparent head lice outbreaks to be managed in an optimal way, parents, teachers, and health care professionals should reach a common understanding and

Cooperation

acknowledgment of the following principles:

*A head lice infestation is a mild health condition without serious health consequences for a child, and should not be considered as a major health threat to those infested or those potentially exposed.

*Head lice cannot be completely eliminated from communities or schools. Neither the occurrence of a case nor an outbreak should be considered as evidence of a breakdown in hygienic practices on the part of individuals, families, or schools.

*The most effective point of control of head lice is the household. Parents, not school employees, are best suited to screen their children for head lice and to properly treat and control lice within the household.

*School policies should reflect the mild nature of this health condition, the impracticality of total elimination, and the low risk of transmission by a child under treatment. Policies and practices should have minimal disruptive effect on children's educational experiences and minimal stigmatizing impact on children.

Communicable Diseases

A list of common communicable diseases, including exclusions and incubation periods, is printed below. If you require further information, please contact either the school nurse or your family physician.

Disease	Isolation	Incubation
Chicken Pox 14-21 Days	One week from onset of rash or may return when lesions are scabbed over	
Pink Eye (Acute Infectious Conjunctivitis)	Student may return after prescription medicine has been applied and discharge from the infected eye ceases Student may return to school 24 hours following treatment or submit notice from the attending physician that student may return to school prior to the 24 hours	1-3 Days
Streptococcal Sore Throat	May return 24 hours following antibiotic treatment if free of fever	2-5 Days
Ringworm	May return to school if receiving treatment	4-14 Days
Impetigo	Student may return to school 24 hours following treatment or submit notice from the attending physician that student may return to school prior to the 24 hours	7-10 Days
Scabies	May return to school after receiving treatment	N/A
Head Lice	Infested students must receive appropriate treatment of head lice and nits. Please call your physician if you are needing further treatment recommendations	
Fifths Disease (red cheeks)	No need for exclusion (typically not infectious following onset of rash)	4-20 Days
Mumps	Should be excluded from school 9 days after onset of parotiditis	12-25 days
Pertussis (Whooping cough)	Should be excluded until they have received 5 days of antibiotic treatment	7-10 days
<i>Other communicable diseases may require instructions from a physician or the Health Department.</i>		

Cooperation

Medications at School

Taking medication at school, whether prescription or over-the-counter, should be avoided and given at home whenever possible. The school cannot give any medication without the signed consent of the parent/guardian. If a prescription medication is to be given at school, the label on the container must indicate the student's name, name of medication, dosage, date, prescription number, and the physician's name. All medication must be in the original container with a current date. Additional prescription bottles with labels are available from the pharmacy where you purchase your medication. Information on the signed medication form must match the prescription label.

Due to the passage of Senate Bill No. 10, medications prescribed by a health care provider for the treatment of anaphylaxis or asthma, may be carried and self-administered by the student. However, the appropriate form must be signed by the parent/guardian AND the physician.

These forms are available in the school office. It is important to note that this is a privilege that may be revoked at any time if the student is not handling the prescribed medication in an appropriate and safe manner. Please Note - if you are sending your student to school with an inhaler that will be self-administered, please make sure that the pharmacist places an appropriate label on the inhaler so that the inhaler is easily identified. An additional inhaler may need to be purchased at the parents' discretion and kept in the office should the student not have his inhaler available.

Herbal, Natural, Homeopathic Remedies

Because the formulation of herbal, natural and homeopathic remedies is unregulated, their potential for harm is great in a school setting where a student's complete medical history and medication history may not be known. These medications/remedies should not be administered at school without primary care provider or specialist authorization. Even with proper authorization, the school must take into consideration the risk inherent to the student safety in administering a product that lacks published data about its safety, efficacy, and dosages for children.

A Word About Safety

Please work with your child until he or she understands:

- Never get into a car with a stranger.
- Know what to do if lost.
- Go directly home after school.
- Always walk on the sidewalks
- Know that the policeman is a friend.
- Cross the street only at the intersection, never in the middle of the block.
- Walk facing traffic where there are no sidewalks.

Easing the Adjustment to School

Knowing and understanding the following information can help make your child's adjustment to school much easier:

- Your child should know his or her full name, address and phone number.
- Children should always show respect for authorities.
- Other people's property should always be respected. Children should avoid littering, picking flowers, walking on lawns, etc.
- Clothe your child suitably for kindergarten activities as well as outdoor activities.
- Teach your child the terms of politeness, such as "please," "thank you," etc., and when to use them.
- Help your child assume responsibility at home, such as taking care of his or her own room, picking up toys, caring for pets, etc.

Please keep the following items at home: money not specifically requested for school, comic books, recordings not suitable for school, any guns and knives.



Cooperation

Transportation



Permission will be granted and arrangements made to drop a student off at a location other than their home in the evening (or at noon) provided (1) it is on a regular basis, and (2) the schedule is approved by the transportation manager at the beginning of the school year or at the time of enrollment.

If an emergency arises that requires a one time change in the drop off point, permission will be granted when written notification, signed by the parent or legal guardian, is approved by the transportation manager and provided to the school office and the bus driver.

School Bus Rider's Guide

Time for School

Don't miss the bus: Give yourself plenty of time to reach the bus stop. Leave your home about five minutes early. Walk, don't run.

Walk Safely: Stay on the sidewalks or, if there are none, walk on the left side of the road facing oncoming traffic. Cross streets only at intersections or crosswalks.

Waiting for the Bus

No horseplay: Running around and playing is okay for the playground, but not for the bus stop. Stay out of the street while you wait for the bus. Traffic is often heavy in the morning, and you could be hit by a car or cause an accident if a car is forced to stop quickly for you.

Respect property: Don't run across people's yards, climb their trees or go in their garages. Stay at the bus stop.

Sshh! People in the neighborhood may still be sleeping when you leave for school, so try to keep down the noise. You don't like to be disturbed when you are tired, so be considerate.

The Bus Ride

Be quiet: The driver needs your help and he or she may have trouble concentrating if there is too much commotion in the bus. Stay in your seat.

Keep the aisle clear: Nothing...books, bags, legs, arms or bodies...should block the aisle. Do not stand in the aisle. If the driver is forced to make a quick stop, you could be thrown around and hurt yourself and others.

Everything inside: If the driver lets you open the windows, keep your hands, arms and head inside. Don't throw things out of the windows.

No pets allowed: Animals — including pets on leashes, in boxes or in cages — are not allowed on the bus.

Share your seat: Don't save a spot for a friend, but keep the seat open for anyone who wants to sit down. You'll have plenty of time to talk to your friends once you get to school.

Getting Off the Bus

Be organized: Be ready to leave when you reach your stop. Don't keep the driver and the other bus riders waiting while you gather up your books and other belongings.

Stay put: Wait until the bus has stopped completely before you get up from your seat. And always let the people in the front of the bus get off first.

Don't push: You'll get out faster if no one shoves or pushes. Also, chances are better no one will trip and fall, causing delays.

Leave immediately: After you get off the bus, leave the area quickly so that you are out of the way of other buses bringing more children to school.

Stay clear: Keep away from the side of the bus. If you must cross the street, cross in front of the bus — but wait for an "all clear" signal from the driver before you leave the curb. Look both ways before crossing.

Emergency Situations

If an emergency situation arises, you can help by staying calm. Listen to the driver and follow instructions. Help the driver by getting the smaller children to safety.

Partnerships

The Parent's Role in Education

Children learn in many different ways — by seeing, doing, imitating — and they grow and develop physically, socially, intellectually, emotionally and psychologically. You influence your child by the example you set, the praise you give and the experiences you offer. Much of how successful your child is in life, and in school, depends on you.



To provide your child with the very best opportunity for success, you child's education. This involvement should take the form of active support and interest shown at home and frequent contact with the school.

Parent Teacher Conferences: The parent-teacher conference will provide you an opportunity to discuss your child with the teacher. The conferences are usually scheduled at the end of the first and during the third nine weeks. Some of the areas the teacher will discuss with you will be your child's:

- relationship with others
- response to questions
- self-reliance and dependability
- contributions to activities/discussions
- health
- self-control and cooperation
- respect for people and property
- effort and cooperation
- academic progress

In turn, parent-teacher conferences will give you the opportunity to inform the teacher about your child's:

- specific interests and aptitudes at home
- family and neighborhood relationships
- any handicaps that may not be apparent
- specific reactions to school
- general health habits
- fears/emotional problems

PTO (Parent-Teacher Organizations): Each elementary school has a parent-teacher organization. Concerned parents work with the schools to improve the educational environment and quality of education. They are involved in everything from fund raising projects for the purchase of new technology and new playground equipment to support of programs such as Reading is Fundamental (RIF).

Calling All Volunteers: Another form of participation is volunteer work. Every school is looking for those who can volunteer some of their time in the schools. Volunteers are needed on a part-time and full time basis, and for special events.

Newsletters: Each school publishes an online newsletter.

Site Councils: We need informed, concerned patrons. Communication must be a two-way process to be effective. We invite your input at all times, and will listen to your. Each school has a site council that provides assistance, direction and leadership in school improvement activities. There are several other opportunities available to parents and patrons who wish to become move involved in our school district.

Board of Education: The Buhler USD 313 Board of Education meets monthly on the second Monday. Meetings begin at 6 p.m. at the Burkholder Administrative Center, 406 West 7th, Buhler, and are open to the public.



Buhler USD 313 Strategic Priorities

1. Improve our teaching and learning process by focusing on results.
2. Increase access to and use of emerging technologies.
3. Increase focus on learning readiness in our pre-kindergarten through third grade learning program.
4. Maximize and increase our financial capabilities.
5. Strengthen trust and working relationships among our stake holders.
6. Create and maintain "state of the art" facilities in order to maximize student learning.



Shared Vision...The Buhler School District we envision...

1. is a community of learners with a defined sense of purpose supported by parental involvement, business and community partnerships and a unified staff.
2. respects all members of our community as having dignity and worth, and promotes interaction among students, parents, patrons and educators.
3. offers a challenging, integrated curriculum responsive to every student's needs, intelligences and interests.
4. values time as a resource for learning and supports flexible and creative uses of that time.
5. balances academic skills, life skills and co-curricular activities while honoring personal and family activities.
6. continually meets challenges of the future through aligned curriculum, instructional strategies and meaningful assessments based on results.
7. provides a dynamic learning environment encouraging academic rigor and expanding learning opportunities within and beyond our classrooms.
8. supports teachers who facilitate integrated learning, enhance character education and develop thinking and problem-solving skills.
9. provides access and support for multi-media and emerging technologies that support the teaching and learning process.
10. offers staff development, support and follow-up opportunities for all employees.
11. actively explores alternative funding to provide adequate resources
12. is an inviting place students want to attend.

Shared Beliefs...We believe....



1. All people can learn and deserve equitable opportunities to excel.
2. Learning and living are best supported in a nurturing environment.
3. An integrated and relevant education, supported by technology, enhances creativity and provides meaningful learning opportunities.
4. Learning how to learn and acquiring thinking and problem solving skills are as important as what we learn.
5. Students develop enthusiasm for learning through positive, safe experiences.
6. Each student is entitled to an education supported by research, results and best practices.
7. Every individual must be treated with equity and dignity.
8. Service to humankind is the highest demonstration of citizenship.
9. High expectations, quality and excellence are essential components of our educational system.
10. Successful educational organizations are based on honesty, trust, respect, open communication and shared decision-making.
11. Our success depends on our ability to plan effectively, embrace change and focus on results.
12. We are accountable to a diverse community of varied expectations and interests.

Buhler USD 313 Directory

Burkholder Administrative Center
406 W. 7th, Buhler, KS 67522
<http://www.usd313.org>
Mike Berblinger, Superintendent of Schools

Buhler Grade School
808 N. Main, Buhler, KS 67522
<http://www.usd313.org/bgs/>
Melissa Kennedy, Principal

Plum Creek Elementary School
901 East 43rd Avenue, Hutchinson, KS 67502
<http://www.usd313.org/pc/>
John Schulte, Principal

Union Valley Grade School
2501 E. 30th, Hutchinson, KS 67502
<http://www.usd313.org/uv/>
Paul Erikson, Principal

Buhler High School
611 N. Main, Buhler, KS 67522
<http://www.usd313.org/bhs/>
Mike Ellegood, Principal

Prairie Hills Middle School
3200 Lucille Drive, Hutchinson, KS 67502
<http://www.usd313.org/phms/>
Todd Fredrickson, Principal

Gehring Transportation Center
720 N. Buhler Road, Buhler, KS 67522
Steve Armbrust, Transportation Manager

Notice of Nondiscrimination

The Buhler School District, USD 313 does not discriminate on the basis of race, color, national origin, sex, religion, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries or complaints regarding the non-discrimination policies including requests for accommodations or access to a District facility to participate in a program, activity, or service:

Mike Berblinger
Buhler USD 313
406 West 7th
Buhler, KS, 67522

(620) 543-2258
(620) 543-2510 (FAX)
mberblinger@usd313.org (EMAIL)

For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office for Civil Rights in the U.S. Department of Education (OCR), please contact OCR at (816) 268-0550 (voice), or (877) 521-2172 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

Kindle excitement about Kindergarten. Visit your school and meet your child's teacher.

Invite new school friends home to play and help your child build strong friendships.

Never forget safety. Teach your child safety rules- wether walking or taking the bus.

Discuss what your child will be learning in school-colors, numbers, shapes and letters.

Explore your neighborhood together. Talk about the world you live in.

Review the good behavior expected of your child, such as following rules and taking turns.

Get involved at your child's school. Join the PTO or in the classroom.

Answer your child's questions about school. Reassure your child that school is fun!

Read to your child daily. Visit the library together.

Turn everyday into a learning experience. Let your child help with everyday chores.

Encourage your child to eat well, get enough sleep, bathe daily, brush teeth 2x a day.

Notice the new things your child is learning to do. Reinforce your child's progress with praise.



Kindergarten Handbook
Buhler USD 313
406 West 7th
Buhler, Kansas 67522
Print/Production: Sheri Cunningham