

Glen Oaks Kindergarten Information

Welcome to Glen Oaks Kindergarten! This is such an exciting time for you and your child, and we are thrilled to share it with you. We want to work with you to make this Kindergarten year fantastic and make sure that we do everything we can to help your child reach his or her full potential. We know to make that happen we will need your help and support. The first step is to know our basic routines listed below.

Arrival:

- Kindergarteners (and older siblings) need to be dropped off at the FRONT of the school. They can be dropped off as early as early as 7:15am. Between 7:15-7:30, students must remain in the cafeteria, which is monitored by a Glen Oaks Staff member.
- If your child would like to buy breakfast, it is served from 7:15-7:50. Breakfast will not be served to students after 7:50.
- Between 7:30 and 7:50 children can come straight into the kindergarten pod to unpack and get ready for the day. We will have quiet activities available (reading, art, play dough, computers...) for them to do until the school day starts.
- School starts at 7:50. Please make every effort to be here on time.

- Students will be counted tardy if they are not in the classroom by 8am. **If your child is tardy two times in the same week, you will be contacted by your child's teacher to discuss ways in which the teacher, student and parents can work together to help the child get to school on time.**
- Every 7th day, students will have extra time with the specials teachers, the school nurse, or our school counselor first thing in the morning. We will let you know in advance what days these are so you can help remind your child to go to the gym instead of the classroom.

Dismissal:

- Glen Oaks dismissal is at 3:00pm.
- ALL parents need their child's dismissal card to pick up. **If you do not have the dismissal card, a teacher will direct you to the office where you will need to show your driver's license, and a new dismissal card will be issued to you.**
- If someone other than a parent or guardian is picking up your child, that person must:
 - Be listed in the child's records as an adult approved to pick up your child

-Have the child's dismissal card

- Kindergarteners who are being picked up by a car will be released from the front of school at the cafeteria side door.
- Kindergarteners who are walking home with a parent or a sibling will be released from the front of school at the cafeteria side door. Parents will wait outside the cafeteria doors until children are released.
- Older siblings should plan to meet their Kinder sibling in the cafeteria IMMEDIATELY after school.
- We must have written permission from a parent to allow your child to walk home with an older sibling or neighborhood friend.
- A Glen Oaks staff member will escort daycare van riders and Club 360 students to the appropriate area of the school.

Change of plans for transportation:

- If there is ever a change of plans for the way your child will be going home, please send a note in your child's folder or send an email (by 2:45) to your child's teacher so we have your child waiting in the

correct location for you. We also ask that you call the front office to inform the office staff of the change. (469-302-6403/6400)

- If you have a LAST MINUTE (past 2:40) change of plans, please call the office staff and they will let us know where to send your child.
- Without a note we will send your child to the normal location.
- If your child is leaving school early (during the school day), please sign them out in the office.

Absences:

- If your child is absent, please send an email or a note to either your child's teacher or the school registrar, Lisa Taylor, ltaylor@mckinneyisd.net, within 3 days of the absence for it to be excused.
- If a child is absent for 5 consecutive days due to illness, a doctor's note must be provided upon the student's return to school to verify the illness.
- Attendance is taken at 9:15 each school day. Your child will be counted absent for the entire day if your child arrives after 9:15.

Request to be excused from PE due to illness/injury:

- Parents/guardians are required to send a note for students who will not be participating in PE due to an illness or injury. This note will be accepted for up to 5 consecutive days. Longer non-participation will require a doctor's written excuse.

Lunch:

- Kindergarten eats lunch at 12:25 each day.
- If you are sending lunches from home, please try to help your child be more independent by letting him/her open containers at home.
- **You are welcome to sign in at the office to eat lunch with your child starting Tuesday, September 8th.** We like to give the children time at the beginning of the year to make friends, learn the cafeteria routines, and get comfortable with eating in a set time frame before you join us. If you do come to school to eat with your child, classmates will not be allowed to eat with you and your child per Glen Oaks policy.
- Cafeteria Parent Volunteers: Let us know if you are interested in volunteering to help us in the cafeteria. We like to have 2 parents with us each day. If you want to do this important job, please submit a volunteer background check online.

Lunch Account:

- There is information about McKinney Food services on the district webpage. Here is a link:

<http://www.mckinneyisd.net/departments/nutrition/>

- Visit www.myschoolbucks.com to access your child's account (with his/her student ID number) and add money to the account online. Your child's teacher will provide the child's ID number at the beginning of the school year.

Snacks:

- We will have a time each morning (around 10:00) for snacks in the classroom.
- **PLEASE SEND A SNACK EVERY DAY.** Due to our late lunchtime, having a snack each day is crucial to keep your child focused in the classroom. Teachers are not allowed to provide food to children who do not have a snack.
- Please send dry foods that are easy for your child to manage and eat. (Crackers, granola bars, dry fruit, pretzels, etc.)
- Pack the snack SEPARATELY from the lunch and label it with your child's name.
- Water bottles: Students are encouraged to bring

water bottles to keep at their desks and to take outside on hot days. **We ask that you NOT put ice or a frozen core in the water bottle** because it causes condensation which leaves our tables wet during the day.

Extra Clothes, Dress Code, Shoes:

- **Extra Clothing:** *On the first day of school, EVERY kindergartener should have underwear, a pair of shorts, a shirt, socks and shoes in a gallon size Ziploc baggie with his/her name on it.* Even if your child hasn't had bathroom accidents in YEARS, yogurt/milk/paint spills still happen regularly (the school nurse does not have extra clothes for students). We will gather the spare clothes and keep them in our rooms in case we need to use them for your child. If your child uses the spare clothes, we will send the dirty clothes home and ask you to send in another fresh set. When the weather gets colder, we will send the clothes home to be replaced by a new set of wintertime clothes.
- **Dress Code:** Shirts need to be the width of 4 child fingers covering the top of the shoulder. If they are not, a jacket/sweater needs to be worn over the shirt. Shorts, skirts and dresses need to be fingertip length. Leggings or shorts must be worn under dresses or skirts. If your child is wearing a

long shirt with leggings, the long shirt must be fingertip length.

- **If your child is not in dress code, you will be contacted to bring a change of clothes to school.**
- **Shoes:** Please send children in shoes they can run and play in EVERY DAY. Tennis shoes with socks are the safest things for them to wear at school. Flip-flops, sandals, crocs and cowboy boots are not good for kindergarten. They spend most of the day moving around the classroom, running at recess or at PE. Coach Oliver and Mrs. Taylor expect tennis shoes to be worn each day they have PE and music. Thank you for your help with this!

Folders and Backpacks:

- Students need to bring their take-home folders and backpacks to school EVERY DAY.
- **We need you to check the take-home folder every day.** Please initial the behavior chart, mark the reading log, EMPTY out the front pocket (this is where notes from school and completed student work will be). When you have checked the folder, have your kindergartener put it back into his/her backpack.

- If you have notes or money for us, place that in the zipper pouch.

Homework:

- Kindergarteners will have 20 minutes of homework each school night, which is vital to their academic progress. A few weeks into the school year, students will bring books home for reading practice with supplemental activities that will strengthen their reading skills. We will provide more information about our homework expectations when those books begin coming home.
- Until homework begins coming home, please read to your child each night and give your child time to explore books on his/her own.

Library Books:

- Your child will be bringing home books from our Glen Oaks library a few weeks into the school year. We encourage students to keep library books in their backpacks all week. When library books are taken out to be read at home, remind your child to put them back into his/her backpack. Our class visits the library once a week when students are allowed to turn in their books and check out new ones.
- In order to keep library books from being damaged, please keep library books and water bottles (or

other leaky items) in separate areas in your child's backpack. If library books are lost or damaged, contact your child's teacher or our school librarian on the amount due.

- Reading library books with your child can count toward the 20 minutes of nightly homework. Your child is not expected to choose library books on his/her reading level, instead students are encouraged to find books that interest them. Therefore, your child may need support reading library books at home.

Medicine:

- Contact Mrs. Zimmer, our school nurse, 469-302-6408 or azimmer@mckinneyisd.net, if you need to send in any medication (even cough drops). She has a form that has to be completed for any medicines (Rx or over the counter).

Birthdays:

- We celebrate your child's birthday in class that morning with a crown and by singing "Happy Birthday" to your child. Your child will also be recognized during our morning school-wide broadcast and receive a birthday pencil from our principals.
- **It is McKinney ISD policy that we cannot celebrate birthdays at school with any food or**

candy items. This includes bringing cupcakes, a cake or other food items for the class to share.

- On your child's birthday, family members may join the child for lunch (classmates are not allowed to join you), and you may bring a sweet treat for your child only.
- Your child is welcome to bring non-food gifts to pass out to the class at the end of the day (pencils, erasers, stickers, etc.). This is optional.

Birthday Party Invitations:

- It is also our policy that birthday party invitations (cards or electronic invitations) may only be passed out or sent to the class if:
 - EVERY child receives an invitation
 - EVERY girl receives an invitation in the event of an all girl birthday party
 - EVERY boy receives an invitation in the event of an all boy birthday party

Gum, Candy and Toys:

- Please keep these at home...☺...(unless we send a note home that specifically requests an item that we need for a special lesson or activity).

If you have any questions or concerns, please feel free to contact your child's teacher. Thank you!

Robin Richardson, rorichardson@mckinneyisd.net, 469-302-6447

Vicki Nance, vnance@mckinneyisd.net, 469-302-6443

Angela Sattler, asattler@mckinneyisd.net, 469-302-6444

Other important contact emails/phone numbers:

*Front Office, 469-302-6400

*Principal, Molly Hovan, mhovan@mckinneyisd.net, 469-302-6400

*Assistant Principal, Rhonda Hamilton,
rhamilton@mckinneyisd.net, 469-302-6400

*Nurse, Annette Zimmer, azimmer@mckinneyisd.net,
469-302-6408

*Counselor, Annie Henderson, anhenderson@mckinneyisd.net,
469-302-6411

*Registrar, Lisa Taylor, ltaylor@mckinneyisd.net, 469-302-6402

*Librarian, Wendy Dickerson, wdickerson@mckinneyisd.net,
469-302-6423/6428