



Schofield Elementary School

August 2011

Dear Kindergarten Families,

Welcome to the 2011-12 school year at Schofield! We hope that you are having a fun filled summer and that you are making wonderful memories as a family and community. It's that time to start thinking about the start of the school so we hope the following information will be helpful to you as your child begins this important first year of his/her school experience.

KINDERGARTEN VISITATION DAY

On **Tuesday, August 30**, all Kindergarten children and their families are invited to visit their classroom from **1:30 PM-2:00 PM**. This informal visit will allow Kindergarten children to meet their teacher, become familiar with their classroom, and become acquainted with their classmates. Please remember that a **Welcome Mr. Martinez** event, sponsored by the Schofield PTO, will follow the Kindergarten Visitation from **2:00 PM -2:30 PM** on the playground.

KINDERGARTEN 1ST DAY OF SCHOOL

The first day of school for Kindergarten is Wednesday, August 31st. Please accompany your child to his/her assigned classroom between 8:15 AM- 8:30 AM. During the first week of school, a staff member will meet students who take the bus as they exit the bus. **During this first week of school on Wednesday, Thursday, and Friday, you will need to make arrangements to have your child picked up at the classroom at 11:45 AM. Even if your child rides the bus, we encourage you to pick up your child on the first day.** If you are picking up an older sibling please wait on the basketball court, or remain in your car in the pickup line until the noon dismissal.

Beginning on Thursday, September 1st, Kindergarten teachers will meet students on the playground line up location at 8:30 AM. [Children will practice this process on Wednesday.] To contribute to a successful transition and beginning of the school day, you should plan to say goodbye outside and not follow the line into the building on Thursday.

SCHOOL SCHEDULE

The school day begins at 8:30 AM. Children should not arrive at school prior to 8:15 AM since playground supervision is not available prior to that time. The school offers a fee for service Before School Program from 7:15 AM – 8:15 AM. Parents can contact the school office if interested.

Until Monday, September 19th, dismissal for all Kindergarten children will be at 12:00 PM, Monday through Friday. If your child takes the bus, please be sure to arrive at your child's bus stop in time to

meet your child. **The bus driver is not permitted to dismiss a Kindergarten child from the bus unless an adult is present to receive each child. Otherwise, the driver will return the child to school at the end of the route to wait in the office.** Bus stops will be published in the Wellesley Townsman and/or available in the school office prior to the opening of school.

STAY DAYS

The Wellesley Kindergarten program is a graduated full-day program. All Kindergarten children attend for half-days until the week of Monday, September 19, at which time each child is assigned to stay two afternoons a week, (except Wednesdays which are early release days) until regular dismissal at 3:05 PM. Children will stay Monday and Thursday, or Tuesday and Friday. This pattern continues until Monday, April 23, 2011, when all Kindergarten children participate in the full week schedule with all other grades.

Please understand that classroom teachers construct groupings for stay days, which will maximize the benefits for all children. Consequently, parent requests for specific stay days may not be honored. Stay Day assignments will be sent home on Friday, September 9.

On Stay Days, children may buy a complete lunch including milk, bring lunch and a drink from home, or bring lunch and purchase milk only. (Please remember to send a healthy midmorning snack with your child every day!)

Once Stay Days begin during the week of September 19, Kindergarten children dismissed at noon on Mondays, Tuesdays, Thursdays or Fridays are dismissed with 5th Grade Safeties who will bring the child to the area designated on the child's dismissal plan, and stay with the Kindergarten until the child is released to a parent (or other adult designated by the parent.) Otherwise, the 5th Grade Safety will bring the Kindergarten to the office to wait for the parent.

DISMISSAL PLAN

Please complete the attached "**Dismissal Plan**" form and leave it with your child's teacher on **Tuesday, August 30.**

STUDENT / TEACHER MEETINGS

Your child's Kindergarten teacher will schedule a time for your child to return to school for a 30 - minute visit during the first month of school. This individual time with your child will enable the Kindergarten teacher to get better acquainted with your child, and to assess his/her development in the areas of language, listening, following directions, using a pencil, and understanding basic concepts (colors, shapes, letters, numbers). These findings will be discussed with parents during the fall parent conferences. Look for a sign-up sheet in your child's classrooms on the August 31 Kindergarten Visitation Day. Again, this meeting will be just with the child. The adult that brings the child to the appointment usually waits in the hallway during the meeting.

We look forward to welcoming you and your family to the Schofield community.

Thank you!

Gerardo J. Martinez, Principal

The Schofield Kindergarten Team

**KINDERGARTEN 2011-12
DISMISSAL PLAN**

To assure your child's safety, it is critically important that your child's teacher know your child's daily dismissal plans. On any day when your child's plans at the end of the day are to be different from those provided on the form below, the school must be notified **in writing** [e-mail and faxes are fine]. For parent convenience, the school has set up an e-mail address for dismissals that is checked frequently throughout the day.

The e-mail address is: ssdismiss@gmail.com. The school fax number is 781.263.1527

To assure the safety of all students, we cannot accept telephone messages regarding changes in dismissal plans.

As with the beginning of the school day, we ask that parents refrain from coming to the classroom at dismissal time so that we can end the day in a very safe and efficient manner for all of the children.

Thank you!

Child's Name: _____

Teacher: _____

Please be specific: Bus, walker location (Back Path / Damien / Basketball Court; with whom), car (pick up line), after school care, including the name of the program, etc.

<u>Day</u>	<u>Destination / Person responsible for pickup</u>
Monday:	_____
Tuesday:	_____
Wednesday:	_____
Thursday:	_____
Friday:	_____

Exceptions:

Parent

Date