

KINDERGARTEN POLICIES AND PROCEDURES

*Please check your child's SJE folder NIGHTLY for papers, messages, information, etc. Return the folder to school the following day.

*All visitors must enter the school through the MAIN ENTRANCE and check in.

*Morning snack must be a HEALTHY SNACK such as fruit, vegetables, popcorn, cheese stick, pretzels. If you are sending an apple, it is helpful if it is cut into pieces. Please . . . nothing sugary or that requires a spoon/fork. Please place the snack separate from lunch in your child's blue bag.

*On early dismissal days, children will not eat lunch at school. However, they will still have morning snack time.

*Please label ALL your child's belongings! Any unclaimed items/clothing will be sent to the office lost and found.

*Any money/checks sent to school must be in an envelope or Ziploc labeled with your name, amount, and what the money is for.

*When emailing the teacher, it is helpful to put your child's name in the subject line.

*Children are not permitted to bring toys to school for use in the classroom or at recess. This includes electronic devices.

*We do not celebrate birthdays with snacks and treats. However, the birthday child will be recognized with songs and attention on the special day. To avoid hurt feelings, any birthday invitations sent to school to be distributed must be either for every boy in the class, every girl in the class, or for the entire class.

*Please make every effort to arrive on time. Young children, who are late, often become flustered. Our goal is to have a positive start to the day!

*If you know in advance that your child will be late or absent, please notify ME via note or email. If your child is absent, you MUST send a signed note stating the reason and date for the absence. (You will receive a notepad for this purpose.) Please do this even if you have sent an email.

*We realize that there may be times when you need to take your child out of school. School policy states that we do not provide assignments in advance to students going on vacation or trips. I will provide you with any pertinent work your child has missed once they return to school. Please keep this in mind when making travel arrangements.

*If you have any questions, please contact me at: ksodero@stjohnsp.org