

Mrs. Sharpe's
Kindergarten
Class Handbook

Freedom Elementary
School
2017-2018

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- **Attendance:** We understand that there may be times when your child is absent from school. Please keep children home if they are sick (fever/vomit free for 24 hours) but try to schedule non-urgent appointments on days that we are off from school. We ask that you send an excuse note to school when they return (Place those in the Student Daily Planner.) I will send missed assignments home to be completed and returned.
- **Behavior Management:** The classroom community should be a place where all students feel safe and have optimal opportunities to learn. It is each student's job to come to school prepared, respectful, responsible, and ready to learn in order to create this safe and orderly learning environment.
Each child will be given the opportunity to begin each day on **Green-ready to learn**. We will be using a color chart to monitor behavior choices. Your child will have a clip that he/she will move up and/or down the chart, depending on their behavior choices. Please see the chart below. The classroom assistant or the teacher will initial day planners with the corresponding color each day.

Gold Your behavior is off the chart!	Students who reach the gold level will be rewarded for their positive choices.
Blue Making Great Choices	Students who reach the blue level will receive recognition for their positive choices
Green Making good choices	Everyone starts the day on this spot, they are "READY TO LEARN" Students can move up or down the chart.
Yellow Think about choices	Students who receive a warning will move to yellow and are encouraged to take some time to "think about it"
Red Consequence for choices	Students who continue to make poor choices will have consequences for their behavior.

- **Discipline Policy:** Please read the school policy in front of the Day Planner. Our classroom policy will follow the guidelines of being respectful, responsible, prepared, and safe. I will notify you of any concerns and document them in the Day Planner.

- **Falcon PRIDE expectations:**

Positive attitude

Respect for others

Integrity

Do the right thing

Effort towards learning

- Students who show their Falcon Pride in the restroom, hallway, cafeteria, and playground can earn a "Golden Egg" which will put their name in a drawing for a prize or special activity. Students who earn Golden eggs will also receive a gold sticker.
- The whole class will work together to earn compliments for their behavior in the classroom, hallway, cafeteria, special area classes, etc. Compliments will earn the class marbles in our **Behavior Marble Jar.** Once our jar is full, the class will vote to decide their reward (extra play time, movie and snack, no homework for the week, pajama day, etc.).
- **Class Newsletter:** A newsletter will be sent home every Monday. Please read it carefully and post it in a convenient location. It will inform you of upcoming events, important dates to remember, weekly homework, spelling words, and student spotlights.
- **Book Orders:** Scholastic Book Clubs offer great books at terrific prices! Children love getting new books and every time you order we receive free books for our classroom library. This is a great (optional) way to support reading.
- **Class Webpage:** Information will be updated, lesson plans will be posted, and the newsletter can be found on our webpage at <http://freedomkindergarten.weebly.com>

- **Common Core Standards:** You can visit www.corestandards.org for information concerning our learning standards and objectives. We will set learning goals for each student and collect growth in Data Folders. Report cards will be sent home four times this year.
- **Conferences:** Conference dates will be set for the fall and spring. If you would like to meet with me before these dates then I will be glad to meet with you by a scheduled appointment anytime throughout the school year. Please send a note in your child's Day Planner or call and leave a message for me at the office.
- **Contact Information:** Please feel free to contact me with any questions or concerns that you may have. You can write a note in your child's Day Planner, leave a message with the office at 869-3600 or e-mail me at april.sharpe@bullitt.kyschools.us
- **Day Planner:** *Communication is very important to me. Please use the student's Day Planner as a tool to keep in touch. Students are asked to bring it to school every day. Your child is responsible for sharing the planner with you each evening. After you have reviewed the planner, please sign or initial and return it the following day. Any notes, transportation changes, money, all things important should be clipped to the planner. This is most helpful in our daily procedure and record keeping. The pencil /money pouch will be where you put money for school. Please add a note that there is money in the pencil pouch. The planner also includes the Student Handbook where you will find specific information about our school policies and procedures. Be sure to review that information (especially the dress code), sign and return the form in the front of the handbook.*
- **Field Trips:** All volunteers MUST have a background check on file at the office. These need to be updated every year. This is for the protection of all children. Thank you for following this BCPS procedure. Some venues will limit space for chaperones. If more parents are interested in going than space available then names will be drawn from a hat

- **Take Home/Homework folder:** The green pocket folder will be used to transport papers to and from school. Please check it nightly to read notes from school, review work- help your child make corrections as needed. Please be sure to remind your child to turn this folder in every day.
- **Homework:** Weekly Homework assignments will come home on Monday and should be returned on Friday. These assignments are planned to support our classroom activities and lessons. Most will require your support and should be completed in 15-20 minute sessions. As you work on these assignments with your child you will share the learning experience with them.
- Reading/Homework:** Reading is also homework (at least 10 minutes for 5 nights/week). Record this information on the **R.E.D folder** (Read Every Day). We will send home books from our class library on Monday. Record reading time in the log and return the books in the R.E.D folder on Friday. Books will be changed weekly. Students will receive charms for every 10 entries. Our reading goal for the year will be 175 books/entries. Please include books from your personal collection, library books, magazines, etc. that are read. The books in the bag are a supplement to your child's reading options.
- **Lexia:** Lexia is a technology-based program that address the 6 areas of reading instruction (phonemic awareness, phonics, structural analysis, automaticity/fluency, vocabulary and comprehension. Student will use this program during reading stations and can access it at home.
- **Dreambox** is a program that we use to support our math instruction. Your child will have access to this at home on your personal devices. We will use it during the day as well.
- **Lunch:** You can put money in your child's account on line. Go to www.bullittschools.org/wp/departments/support-services/food-service/online-payment-information/ for more information. We eat lunch from 11:00-11:25. (**Student breakfast is \$1.25; Lunch is \$2.65**)
- **Money Procedures:** Money can easily be lost. Please send all money in your child's money/pencil pouch with your child's name and write the reason for the money in your child's planner or on a separate piece of paper. This is one of the most important things you can do to help us.

- **Medication:** any medication your child may need during the school day must be brought to school by you. Your child will not be allowed to transport any over the counter medication or prescription meds. A completed form must be on file before any medication can be administered, including cough drops, itchy cream, Neosporin etc. If you have any questions, please contact the school office.

➤ **Related Arts/Special Area Schedule:**

Our class will attend related arts classes each day from **12:00-12:50**

	Blue week	Green week	Red week	Yellow week
Sharpe	Science Lab	Arts and Humanities	Library	P.E.

- Please have your child wear tennis shoes on the PE days. We will check out library books most every Monday.
- **Snacks/Birthdays:** We love to celebrate your child's special day. Please let me know ahead of time if you plan on sending in snacks for your child's birthday. Cookies or mini-cupcakes are the preferred snack. Please do not send big cakes or cookie cakes.
 - **Transportation:** any changes in transportation must be in writing (note or FAX by 3:15) from the parent/guardian
 - **Volunteers:** Volunteers are important to the success of the school environment. Positive role models are important and welcomed. There are many different areas of need and there is sure to be a job to fit everyone's talent. The only requirement is that all volunteers have a background check on file at the office. This is to protect all students, including your child. We need and appreciate anything that you can do to help.

Class Handbook Signature Page

Please sign and return this page to your child's teacher

I have read and discussed the Kindergarten Class Handbook with my child. I will continue to encourage my child to follow the rules and procedures listed in this handbook.

Parent signature

Date

My parents/guardian talked to me about the Kindergarten Class Handbook. I understand that I will be expected to follow the rules and procedures in this handbook through the school year.

Student signature

Date



My child, _____ has my permission
to watch appropriate PG rated videos (such as Frozen) at school
for special occasions.

Parent signature _____