Parent Information

Kindergarten

At

Harbour View Elementary



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 Child’s Name

\_\_\_\_\_\_\_\_\_

Group

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Welcoming Conversation Time

*\*\*Group and Welcoming Conversation Times will*

 *be emailed to you toward the end of August/beginning of September \*\**

Everything you need to know…

**Welcome to**

**Harbour View Elementary School**

Welcome to the Kindergarten program at Harbour View Elementary School. Kindergarten hours are Monday to Friday 8:55 a.m. to 2:58 p.m. The first two weeks of school is ***Gradual Entry*** for all Kindergarten children in the school district. Your child will be attending school on an adjusted time schedule. During these first two weeks of gradual entry, time is set aside for ***“Welcoming Conversations”*** with your child’s Kindergarten teacher. The first two weeks of school is intended to facilitate the smooth transition between home and school. The schedule for gradual entry and Welcoming conversations will be emailed to you in late August/early September.

As we navigate our new normal due to Covid-19, we will work with the guidelines provided by the Health and Education ministries to create an approved plan for gradual entry and welcoming conversations. Parents will be contacted once a new plan is in place prior to the beginning of the school year. Thank you for your patience and understanding as we work through this process.

## Welcoming Conversations~  *Please bring your child to this conversation.*

These conferences are held during the first two weeks of school. The conference time will be 20 minutes in length. During this time, you can discuss any questions or concerns you might have about your child starting kindergarten. The school will email parents with your child’s Gradual Entry schedule and Conversation time.

**CHEQ (Childhood Experiences Questionnaire)**
The CHEQ is a survey completed by parents/guardians at the start of the Kindergarten school year. Towards the end of August, you will receive information about this survey and a password. These surveys can be completed at home once you receive the login information. These surveys take only 20 minutes to complete and are completely voluntary.

## School Supplies

We are pleased to once again offer a PAC endorsed school supply purchase program at Harbour View to reduce the amount of waste, ensure quality materials, and lower the overall cost of supplies over a child’s six years at elementary school. We have partnered with Creative Children and School Start as School Supplies providers. For the cost of $50, teachers can order the bulk of your child’s supplies for next year based on the classrooms’ needs. Teachers will buy some communal supplies (scissors and rulers, etc. 1 per child that are recycled in the classroom from year to year) and individual consumable supplies for each child. \**Please note, communal supplies will not be shared during the COVID-19 Pandemic.*

This way, students will get the exact same supplies and standard of quality they need for their learning while at the same time reducing the waste of unnecessary or oversupply of items. Participation in this program is optional. However, most parents report the cost is less than purchasing the list of supplies independently.

In September, there will be a School Cash Online item available to add to your cart to purchase School Supplies for your child. A school supplies list will be made available by Kindergarten teachers in the fall should you wish to opt out of the school supply purchase program.

**Additional Required Supplies** that are not purchased through the school. Every Child needs...

**1 Pair of Headphones** *~* These are used in the computer lab and in the classroom. We strongly recommend that each child have their own headphones that fit over your child’s head. These do not need to be expensive. Please no earbuds.

**1 Pair of Indoor Shoes ~** Every child must have a pair of appropriate indoor shoes. Indoor shoes must be suitable for the gym ~ they can’t fall off when your child is running and playing in the gym. \*\*Crocs, clogs, slippers and pretty dress shoes are not suitable for indoor shoes. ***Light-up shoes are not allowed in the classroom ~ they are very distracting.*** Your child must be able to put on and take off their shoes independently. *DO NOT send laced shoes for either outdoors or indoors unless your child can independently tie their own shoelaces.* ***Teachers will not do up laces.***

**1 Backpack** (Regular sized) *~* All kids will need an appropriate-sized backpack that can easily fit a duo-tang, library books and their lunch kit. Please do not send toddler sized backpacks as it is difficult for students to develop independence when the backpack is too small.

**1 Complete change of Extra Clothes ~** Every child must have a complete change of clothes – ***pants, shirts, socks and underwear.*** These clothes will be kept in the cloakroom, just in case an “accident” should happen. All clothes will need to be labeled and put into a large Ziploc freezer bag. Clearly write your child’s name on both sides of the Ziploc freezer bag with a black felt pen.

**1 Rain boots, waterproof jacket and waterproof rain pants/muddy buddies ~** We will be going outside for extended periods of time, every day. Your child needs to have appropriate clothing for the weather. On rainy days, the kids love to “work” on river construction and maintenance. Rain boots, a ***waterproof*** jacket and ***waterproof*** rain pants (either pull on ***waterproof*** rain pants or Muddy Buddies) are a must during the wet weather. Remember, we live on the rainy “Wet Coast” and the weather can and does change in the blink of an eye. Kids are outside during recess, lunch and at the end of the day. During severe weather, we will not go outside. At home, please practice putting on rain pants, rain jackets and rain boots. Ensure that your child knows where to find their rain clothes in their backpack. The front pocket of a backpack is a great place to store rain pants and an extra pair of socks.

**Recess**

Recess snack should be an easy to eat snack. It is strongly advised that you label your child’s snack with the word SNACK or a sticker so that it is recognizable to your child. Make sure to show your child what is their “snack” and what is their “lunch.” We often have kids eating their lunch for recess and then are starving at lunch, especially at the beginning of the school year. In Kindergarten, we start recess and lunch early to ensure that your child is developing healthy eating routines at school.

**Lunch**

Lunch should be nutritious and protein rich. It is suggested that your child helps plan and pack the recess and lunch food. Families need to send spoons/forks/knives from home. We will not heat up food at school. Please practice opening, closing and packing up lunch kits with your child to support independence at school. In Kindergarten, we start lunch early to give additional time for students to eat their lunch. Kindergarten children will have about 25 minutes to eat their lunch. Please practice eating lunch within this time frame over the summer.

**Drop –Off and Dismissal**

* **Please enter the school through your child’s designated door at the school. Your classroom teacher will review the pick-up and drop off location with you.**
* **Parking is either on Lillian St. or Porter St.** Porter Street has the best parking for Kindergarten classes.
* **DO NOT park in the staff parking lot or in front of Step-by-Step Daycare.**
* **DO NOT let your child cross through the staff parking lot.**
* **DO NOT enter the school through the front doors.**

**\*\*\***The staff parking lot is a very dangerous place with many vehicles coming and going.

This is not a safe area for children.\*\*

**Drop-Off**

Please drop-off your child at their designated spots and wait for the teacher to come and get the students. The number of children entering the school can be congested. Please wait for the Kindergarten teachers to pick-up the students. Please give all your hugs and kisses before they line-up. Let your child enter the school with the group. Your child needs to gain independence and confidence that they are big kids and can do it all by themselves – letting go of your baby is hard to do. Often during the first few weeks of school, your child may be anxious and might cry – this is normal. Please say good-bye and wish your child a good day. If things are not going well in the classroom, the teacher will call you. Please do not cry as you are saying good-bye as your child will pick up on your stress and anxiety – this separation is often harder on the parents than the kids.

**Pick-Up**

At the end of the day, we will have your child lined up outside where you dropped them off in the morning. Please wait for the teacher to dismiss your child before hugging and kissing them. Kindergarten children will only be released to the child’s designated pick-up person as indicated on the **Getting Acquainted Sheet** (yellow). Parents must inform the teacher or the office in advance if their child is being picked up by anyone other than those designated to pick-up. If you don’t see your child’s backpack outside…just wait. Once all the kids are ready, then the Kindergarten teachers will take them outside to dismiss them. Please do not take your child from the class line up without the teacher acknowledging you and your child as it is difficult for teachers to monitor the safety of all the children.

**Late Pick-ups**

If you are going to be late picking up your child, please phone the school to let us know. If you are late, your child will be waiting at the office on the bench for your arrival. You must let the office know when you have arrived and are picking up your child for safety purposes or they will be phoning you to confirm your child is with you.

**Kindergarten students get very anxious if you are late picking them up.**

*Punctual pick-up is very important…*

**If your child is ABSENT, you must inform the OFFICE in advance.**

Always let the office and the teacher know if your child will be away. The school is responsible for knowing where all students are during school hours…**this is a matter of safety**. We must know that every child is safe and has not gotten lost or stolen on the way to school. The office must spend extra time each day trying to track down where missing students are. Please give the school a quick call to let us know that your child will be away or complete an Absence Report on our school website.

**If your child is LATE, you must check-in at the OFFICE before going to class.**

Please try to be on time for Kindergarten every day. Being late interrupts the learning routine of your child and their classmates. It is very hard on a child when they come in late and have missed important instructions. It is very difficult for the Kindergarten teacher to have to stop everything and attend to late children. If you are late, please report to the Office first, sign in, and let our secretary know that your child has arrived at school. Again, the office must spend extra time each day trying to track down late students.

**If you are picking up your child early, you must sign them out at the office.**

The safety of your child is our greatest concern. If you are picking up your child early, you must sign them out at the office. It is the responsibility of the school to know where your child is during school hours. Thank you for your co-operation with this matter.

**Sickness**

In a Kindergarten class…the children touch everything, wipe their noses everywhere, cough and sneeze without covering their mouth and have things dribble out of their noses. They especially like to hold each other’s hands and hug each other. In all fairness to everyone in the classroom…please follow the sickness rules. Balancing sick kids and life is always a challenge.

***The Sickness Rules:***

1. If your child is too sick to go outside at recess, lunch and for outdoor explorations, **THEN** they are too sick to be at school. The kids go outside several times every day. The fresh air helps to kill bacteria and viruses that hibernate in the sinus passages. Cold air doesn’t make kids sick.
2. If your child has a **fever, is vomiting and/or has diarrhea,** you need to keep them at home for at least 24 hours after the **fever, vomiting and/or diarrhea** has stopped, without the use of Advil or Tylenol. If your child needs medication (Advil, Tylenol, Gravel, etc) then they should be at home. We will not administer over-the-counter medication.

1. If your child is blowing or coughing up yellow or green phlegm, take them to the doctor and keep them at home.

In addition, please go over the appropriate protocol for blowing noses, and coughing/sneezing around others. Hand washing is the best method for keeping sickness away. Please refer to the Kindergarten powerpoint presentation for appropriate hand washing and coughing/sneezing into elbows visuals.

**Harbour View Website**

http://www.sd43.bc.ca/school/harbourview

Go to the above address to view Harbour View School’s website. The school site contains all the information that you need to know about the school. School newsletters, information and calendar of events are easily accessible from this site.

**District forms**

**Each year, parents are required to complete and submit District forms electronically through our School Cash Online portal. The School Cash Online portal can be accessed through a weblink on the Harbour View School website under Quick Links. This is located on the right-hand side of the website. The District forms will be available mid-September once classes are settled. In September, further information and a detailed checklist will be sent home from the office with your child.**

**Volunteering in the School**

We can always use extra help in the classrooms and especially on field trips. Our first Kindergarten field trip is to the Pumpkin Patch, sometime in mid-October. If you can volunteer at the school, you will be required to complete and submit a one-time Volunteer Application form available through the School Cash Online portal. Additionally, all volunteers are required to complete and submit a Criminal Record Check (CRC). **The CRC is valid for 5 years.** We strongly recommend you complete this during the summer months by taking the Criminal Record Check Fee Waiver letter to your local RCMP station and returning the CRC to the school in September. For your convenience, we have included the CRC Fee Waiver letter in your Kindergarten package.

**Drivers and Supervisors Needed for Field Trips**

**For most field trips, we rely on parent drivers and supervisors. If you can drive/supervise on field trips, you will need to submit an annual Driver Application form and an annual ICBC Driver abstract, in addition to the Volunteer Application and CRC noted above.**

**Come and Visit The School In The Summer**

During Summer come and visit the school grounds.

* **Kindergarten Scavenger Hunt** ~ Have fun completing the Kindergarten Scavenger Hunt to enjoy learning about your school’s outdoor environment. The Kindergarten Scavenger Hunt can be completed during the summer. You will find the Scavenger Hunt in the Welcome To Kindergarten bag.
* Find the school garden. When playgrounds are re-opened, go play on the playground equipment. Have your child practice staying in a limited area of the playground. For the first several months your child will only be allowed to play in a small designated playground area before given free range of all the playgrounds.
* On the playground, teach your child how to play some different playground games like hopscotch, tag, monkey bars, spider web, using the slide (slide feet first down the slide) and balancing games.

Have a great summer and we will see you in Kindergarten!

Thank you,

The Kindergarten Teachers

