



# SAINT RITA'S KINDERGARTEN HANDBOOK



# Welcome



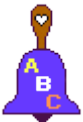
**MORNING ARRIVAL:** Mrs. McKeon and Miss Salsbury will be out by the main entrance at 8:00. The morning bell rings at 8:15. This is where we meet every morning. On rainy days and during the winter months we meet in the **Gym**.

If your child has a difficult time with separation, arrive closer to 8:15, and **please** say good-bye quickly. This makes for a much easier transition for your child. We promise to call if your son or daughter continues to be upset in school. **No news is good news!** 😊

**BUSERS** - members of our Student Council will meet and escort children to their designated area.

“**CAR DROP OFF AREA**”- is supervised by teacher. Enter the school yard by Gillies Road following the **Orange Cones**, which will bring you up to the gym doors, drop your child off and they can walk to the main entrance where the teachers are waiting.

**\*\*For the First week and a half of school the children only will meet in the Gym regardless of the weather, between 8:00 and 8:15. Student Council will escort the Busers\*\***



**DISMISSAL** – Our day ends at 2:50. Miss Salsbury and Mrs. McKeon will dismiss the Walkers, exiting from the main entrance doors and proceeding to the area at the end of the Posts and Chains (near the teacher’s cars.) **For your child’s safety, please do not call out for them to come to you.** The teachers will call out your child’s name when we have established eye contact with appropriate person designated to pick up your child. Walkers will be dismissed from the Gym when raining.



**BUSERS** – will line up with our First Grade teacher and she will place them in their correct bus line. Parents please tape your child’s Bus Number **inside** their backpack. This gives the children a sense of security that they will be placed on the right bus and will not have to worry about forgetting their bus number.



**BEFORE & AFTERSCHOOL SCHOOL PROGRAM** – Before a student can be accepted into either the Before School Program or After School Program, the following must be in place:

[The Before-School Program](#) is for any student who arrives at school prior to 8:00.

[The After-School Program](#) begins at dismissal from school and ends at 5:30PM. The After-School Program will be available on half days during faculty meetings and other designated days.

[The After-School Program is not available on half days prior to vacations.](#)

Please refer to our School Website – Forms/ Documents for registrations forms.

**WRITTEN NOTIFICATION IS MANDATORY FOR ANY CHANGE IN YOUR CHILD'S TRANSPORTATION, THIS IS SCHOOL POLICY.**

**EARLY DISMISSAL** – If there is a change in the weather after your child has arrived at school, please listen to **WELI Radio Station** for an announcement about Early Dismissal. Also **WTNH and NBC 30 television stations** will run it at the bottom of the screen.

**\*\*\*Please make plans for your child's early dismissal before the bad weather occurs.\*\***



**LUNCH** – is from 11:25a.m. to 11:50a.m. in the Gym with teacher and parent supervision. A **Hot Lunch Program** is available and ordered on a weekly basis.

Also it is optional for the children to purchase a snack (potato chips, pretzels, Fritos, or an ice cream) **on Wednesdays** only, for 60¢. Please pack the money in their lunch box.

**RECESS** – is daily from 11:50 to 12:20 outside, inside during inclement weather.

**REST TIME** – Following recess the children will use their beach towels/blanket to rest for approximately 30 minutes and is phased out as the year progresses.

A is for Apple



**SNACK**- is at 2:00p.m. Pack a small healthy snack drink and a napkin. **Please label the snack, so there will be no confusion at lunch.**

\*\*\*We do have snack on half days.\*\*\*



**CONFERENCES** – **Teacher Conferences** are scheduled in mid-November and February.



**REPORT CARDS** - The Kindergarten Progress Report used in schools of the Archdiocese of Hartford is designed to inform parents of the growth of their children in the skill areas listed on the form.

**FOLDERS** – The folder is the main source of communication between Home and school. Please send all messages to school through the folder. The teachers check them daily. We ask the parents to also check them daily for the children's work and for special notices.



**WHITE SCHOOL ENVELOPES** – will come home every **TUESDAY** with communication from the Administration, the Home & School Association and the Town's Park & Recreation Dept. Once you have read the notices **Please sign the envelope and return to school the next day (Wednesday)**





# IMPORTANT



**\*\*VIRTUS TRAINING Parents who wish to be considered for field trip chaperones, library volunteers, homeroom moms and those interested in helping with Field Day to get a background check and participate in VIRTUS training. PLEASE attend to these requirements now so that you are not disappointed when field trips come around. Thanks!\*\***

**FOOD ALLERGIES** – Please inform the teacher and our school nurse of any type of allergies, especially those related to food. Since small children can be easily persuaded to share food, we encourage you to talk to your child about food allergies and the importance of **NOT SHARING FOOD**.

**SICK DAYS** – Please call **Mrs. Raccio**, our School Secretary by 9:00a.m. ( **203-248-3114**) A signed note must accompany your child when he or she returns to school, stating the reason for the absence.

“**SPECIALS**”- The children attend **Art, Gym, Music**, and **Library weekly**. You will receive a “Specials” schedule on **Visiting Day in August**.



**GYM UNIFORMS** – are required and sneakers are a must. They can be purchased at Dennis Uniform in Orange, CT. **Please label your Child’s sweatshirt with their name on it to prevent any confusion on who owns it.**

## BIRTHDAY CELEBRATION POLICY



St. Rita's school endorses a **NO FOOD POLICY** in regards to the celebration of birthdays in the classroom. This policy enables all children to be part of your child's special day.



Each child in Kindergarten will receive a Birthday Crown, a "Birthday Bag" which includes a Birthday Card, Birthday stickers, pencil and bookmark from the classroom teacher and the class will sing "Happy Birthday". Also your child's name will be announced over the loud speaker during Morning Announcements. How cool is that! 😊

Birthdays that fall on the weekend will be announced on Friday or the following Monday. We celebrate "Half Birthdays" for those born during the summer months.

In lieu of "goodie bags" from home or sending in crafts to be made in the classroom, your child may bring in their favorite book if they wish, to be read to the class by their teacher.

Children may bring in a birthday cupcake or treat for themselves **only** for snack time or as dessert at lunch.

Also, following school policy, Birthday Invitations will not be passed out in class.

We are trying to keep our focus on making the children feel special on their birthday and know this will help to reach our goal.

We thank you in advance for your support and cooperation. 