Afternoon

# K1 Mrs. Lund Begins at 12:15 pm.

# Room 407 Dismissal at 3:40 pm**.**

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**Dear Parents**,

**ARRIVAL:** Arrival time at school for the afternoon session is **12:10 p.m.** at the earliest, with school beginning at **12:15 p.m. Unless your child is eating afternoon lunch. You must have your child here by 11:45 a.m. for lunch. Please be prompt for lunchtime because we have a limited time frame in the cafeteria.** You may drop your child off at the front doors of the school and wait with them until a staff member allows them in. K1 gets to participate in **kindergarten recess right away at 12:10pm- 12:25pm.** You child may not go out any earlier because it is the first graders recess time until 12:10pm. Your child will first go to his or her locker to put their backpacks away. Then they may go down the hallway in front of the office to the outside recess door. **Recess does not begin earlier than 12:10 pm,** so please do not come early for drop off, unless your child is eating lunch. **Afternoon lunch begins at 11:45 am and ends at 12:05pm. If you know your child is going to be eating lunch please let me know in the morning by email, so that the lunch ladies have an accurate account each day. If your child brings a cold lunch the lunch may not contain any Nut product. We are a Nut Free Building. If you know your child will always be eating lunch, or if you provide a lunch schedule to me you don’t need to let the office know every day. Please do not just drop in for lunch. We must have your lunch count by 8am for the kitchen staff at the high school.**

**DISMISSAL:**  Dismissal for afternoon kindergarten will begin at **3:40 p.m.** They can be picked up at door number two. It is the kindergarten door off 5th street and 12th Ave. A school staff member will bring the students outside to meet you. You will need to get out of your car and get them in the “Be Safe Zone” (the painted, blue area). You may not park in the teacher’s parking lot or double park on the street. Please be prompt in picking up your child because it is such an anxious time for them. If your plans change, other than your child’s normal routine**, please send a note, or call and leave a message with the office.** **Bus students will leave from the front of the building.** If plans for pick up change after you have dropped your child off at school, please call the office and they will get me the message to me as I do not always have a chance to check my email before the end of the day.

**RECESS**: Your child will have recess every day so please dress them appropriately for the weather all year. We go outside if the temperature is above 0 in the winter. Please send snow pants, boots, hats and gloves/mittens throughout the winter. It is important for them to get some fresh air and play with the other students**. If they are too sick to play outside then they are probably too sick to come to school. The weather has been changing so please bring appropriate clothes for outside.**

**PM SNACK**: We will have a time set aside for an afternoon snack. If your child would like to bring a snack from home they are more than welcome as the school will NOT be providing snacks this year. **Please remember all SNACKS must be nut free.**

**TAKE HOME FOLDER**: Your child will bring home many things this year but one of the most **IMPORTANT** is the take home folder. Students will take the folder home and return it each day. Please check it each day for special notes and student papers. Your child’s papers on the sticker side are ones that you can take out and leave at home. (I put stickers on the papers they can leave at home if it is classroom work so if in doubt and it doesn’t have a sticker, send it back!)Special notes will automatically go on the Return side. These notes need not always be returned but this helps them stand out. You can also place notes to me in the folder.

**ABSENCES:** Regular attendance without tardiness is crucial. If your child is going to be absent, communication is important. You must call the office before **9:00 am** at **(406) 433-2530**. If the absence is planned, please notify the classroom teacher in advance regarding makeup work.

**MUSIC/P.E.:** Your child will have PE and Music on Tuesdays and Thursdays. Please send your child dressed properly on P.E./Music days with **tennis shoes** that do not slip off easily. Girls, please remember **NO dresses or skirts without leggings/shorts on P.E. days. Our Library day is on Monday.**

**SOCIAL SKILLS:** Your child will have Social Skills. Social Skills will be in our classroom to help us learn about being a good friend, listening, and other important social skills. Social skills will be on Wednesdays and will occur every 4 weeks.

**BEHAVIOR:** We follow the Montana Behavior Institute for our school wide behavior expectations. This includes expecting your child to Be Respectful, Be Responsible, Be a Learner, and Be Safe. Occasionally, you might receive a ‘Behavior Incident Form’ regarding your child’s behavior. This can be perceived as a negative report; however, it’s actually a means of communication between school and home. It informs you of a situation in which an appropriate choice has not been made. *Although the situation has been addressed at school, your support and reinforcement at home is appreciated.*

**WEBSITE:** Please become familiar with my webpage on our school’s website. <https://mt01001320.schoolwires.net/Domain/397> There is a lot of important information and links throughout my pages & I will be updating it throughout the year. You also will find our weekly newsletter and monthly calendar there.

**NUT FREE: Westside school is a nut free school. Please do not bring any snacks or treats to the school.**

**BIRTHDAYS:** We will celebrate your child’s birthday in our classroom on his/her birthday. You may send a **special** **treat** to school! Please make sure to send all the necessary utensils (napkins, silverware, plates, cups). If it falls on a weekend or holiday, we will celebrate on a Thursday. If it falls in the summer, I will pick a day. *Also, birthday invitations are not to be sent to school to pass out unless the entire class is being invited to avoid hurting anyone’s feelings.*

**SPEECH:** All students have been screened to determine whether they need speech services. If they determined that your child could benefit from receiving speech interventions, you will be contacted by the speech team.

**CONTACT:** I look forward to an exciting year of learning with your child. If you have questions or concerns, please don’t hesitate to:

* Call me at 433-2530
* Email me at klund@sidneyps.com
* Send a note in your child’s folder

Sincerely,

**Mrs. Lund**