

## Take Home Binder

Your child will be bringing a binder home everyday. Please place all important items that you want me to see; money, notes, etc., inside the appropriate compartment. If it's not in there, I cannot guarantee I will see it. In return, I will place all important items and your child's school work in the binder. Your child will place his/her binder in a basket each morning as part of the routine.

## Recess

Your child will be participating in recess two times per day. Several playground aides are on duty during each recess period. When dressing your child for the school day, layers are always a good idea. Also, please think about foot attire. Flip flops and sandals are not the safest choices for running and climbing. If your child is too sick to play outside, he/she is probably too sick to come to school. There is no supervision available for children to stay indoors at recess. If it is absolutely necessary, he/she can sit in the office or the nurse's office. During inclement weather, the students will be supervised by the playground aides in the classroom.

## Visitors

Wingate Elementary has a policy that ALL GUESTS (including familiar faces) are required to check in at the school office. Visitor Badges must be worn by all adults who come to work or visit us in our classrooms. Wingate Elementary welcomes and encourages family involvement. It is important to remember that while this may seem inconvenient to frequent visitors, it is the goal and responsibility of the school to create a safe learning environment.

## Website

Our class has a website which can be accessed at [www.msdl9.org](http://www.msdl9.org)

click on schools...  
on Wingate Elementary...  
on faculty/staff...  
on kindergarten...  
Mrs. Hartman

Check in regularly to find information about curriculum, special events and school news. I will try my best to keep it current and welcome any suggestions!

## CONTACT INFO:

Mrs. Claire Hartman

Email:  
hartmanc@msdl9.org  
Wingate Elementary

Wingate  
Elementary

Welcome to  
Kindergarten!



2017-2018

## Arrival & Dismissal

All students should arrive to school by 8:00 AM. Students enter the classroom at 8:20 AM to start morning procedures. Afternoon dismissal is at 3:25 PM. Kindergarten will begin walking out at 3:22 PM. Please pick up your child promptly if they are not riding the school bus. The kindergarten teachers will be walking their classes outside to the front of the school building. Once we see you, we will dismiss your child. If you are running late, it is helpful if you can call and let the office know.



## Specials Schedule

Monday - Library, (please return library book)  
Art, and Computers

Tuesday & Thursday - Music

Wednesday & Friday - Gym (Please send your child to school in tennis shoes if possible)



## Lunch Money



We will eat lunch from 11:30 AM to 12:00 PM each day. Children may bring a packed lunch from home or buy a school lunch. A lunch costs \$2.25 and milk can be purchased for \$.45. Deposits (cash or check) should be placed in an envelope with the student's first and last name. Checks should be made payable to Wingate Elementary. One check may be issued for two or more children attending the same school, however, it is necessary to designate on the ENVELOPE, NOT THE CHECK, how much money should be deposited into each child's account. If you believe your child could qualify for a free or reduced price lunch (based on family income), send in the application as soon as possible. (If you qualify, breakfast is also included.) Please send a lunch with your child until you are notified of the status of your application for the free or reduced price lunch. The lunch menu is published monthly and will be emailed to you monthly.

## Birthdays

Birthdays are special occasions for young children. If your child wishes, he/she may bring in individual trinket bags, stickers, pencils, etc. for his/her birthday. Due to food allergies, we ask that you fill bags with non-food items only. Your child will pass trinket bags out to his/her classmates at the end of the day. Also, according to school policy you may only send birthday invitations to school for your child to handout if there is an invitation for every child in the class or one for every girl or one for every boy in the class. A class list is available upon request!



## Extra Clothes



Please send in an extra set of clothing (shirt, pants, underwear, and socks) for your child in a plastic zip lock bag with his/her name on it. It is really nice to have an extra set of clothing at school for all sorts of emergencies. It will save you a trip to school with clean clothes.



## Money

On occasion it will be necessary for your child to bring money to school. Always send money in a sealed envelope and place in the money pouch inside your child's binder:

- \*Your child's first and last name
- \*The amount of money
- \*The purpose (lunch money, book money, etc.)
- \*Teacher's Name

With many students to keep track of and several reasons to collect, this helps me out tremendously and reduces the likelihood of errors.



## Newsletters

Our monthly newsletter is generally sent home during the beginning of each month. This will keep you informed about what is happening in our class---the skills we are learning, special activities, and upcoming events. Please check the newsletter each month to stay informed with your child's education.