

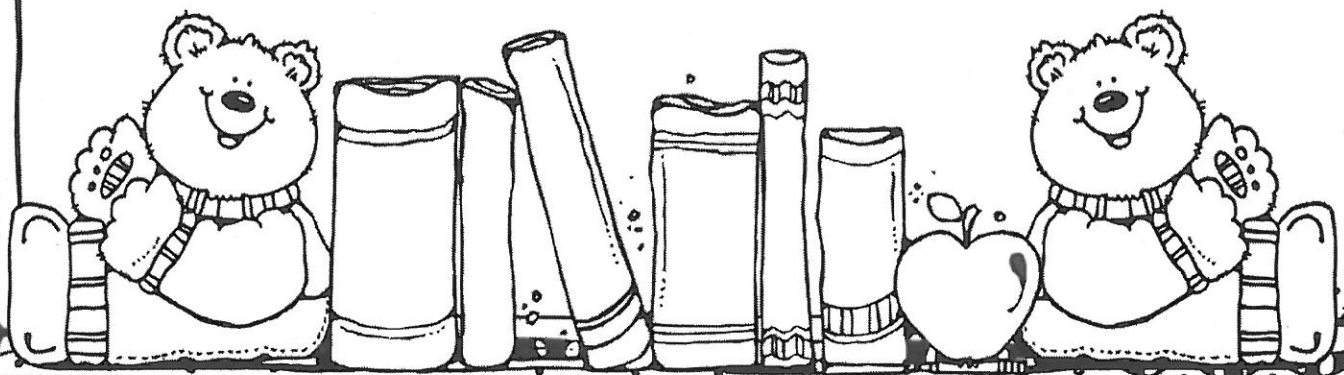
Kindergarten Handbook

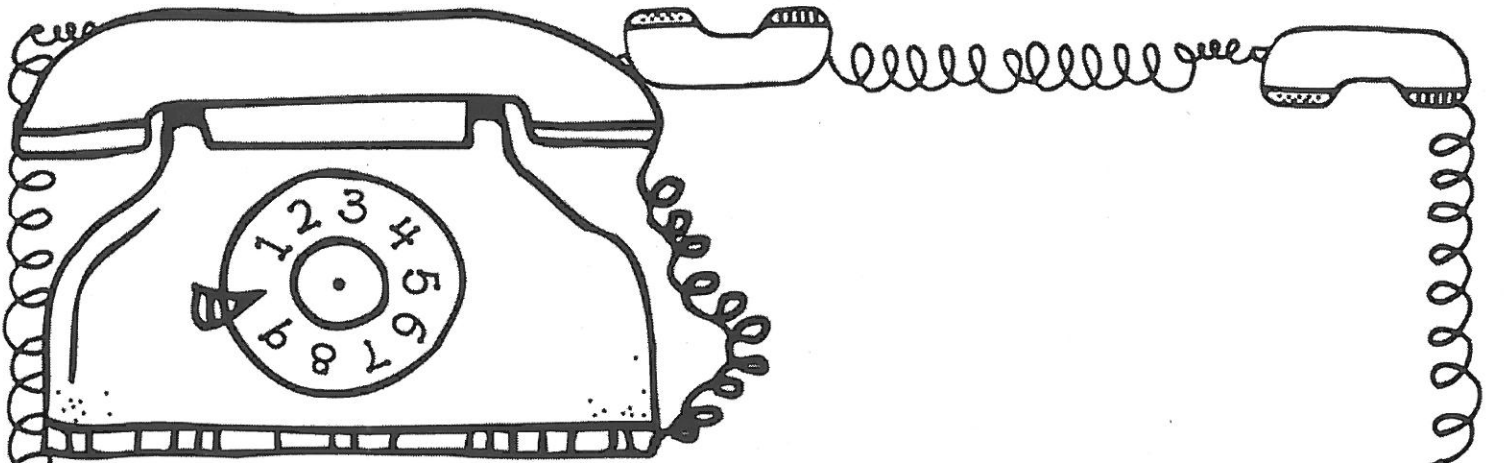
Mrs. Sears' class
2014-2015
Bullis Charter School



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Contact Quick List

Call us, Email us! We love communication!

Dorothy Sears

Classroom: 18

Email: dsears@bullischarterschool.com

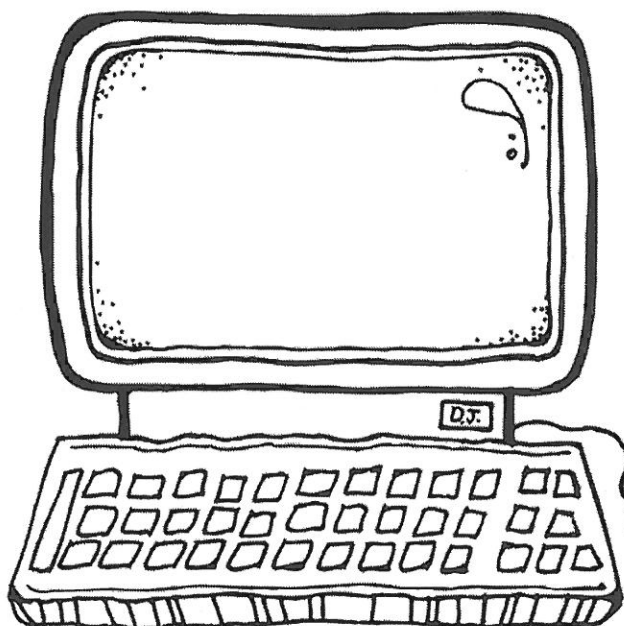
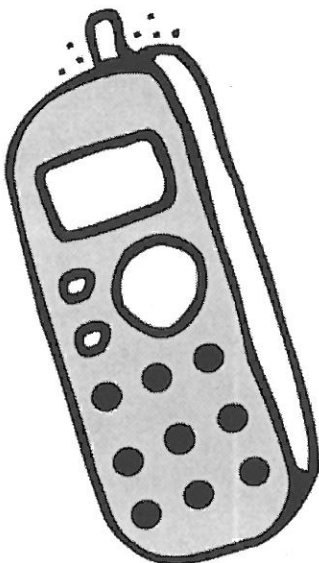
Classroom website: www.mrssears.com

Direct school line: 650-947-4100 ext. 370

Westlake Charter School

Main school number: 650-947-4100

www.bullischarterschool.com



The “ABC’s” of Kindergarten

***A - Attendance**

Please take special note of the detailed attendance policy in the BCS Parent Handbook. Excused absences are absences where a student is too ill to report to school, bereavement of an immediate family member, or student health care appointment. A parent or guardian must notify the school of an absence on the day of the absence, either by telephone, e-mail, or in person. If the school is not notified and the student does not report to school the next day with a note, the absence will be considered unexcused and a call will be made home.

***B - Backpacks**

Each child will need a backpack or tote bag that (they can recognize) to carry home his/her supplies, work, or folder. Please make sure the backpack is big enough to carry the folder, snack bag and a jacket in the wintertime. Please label everything with your child’s name and last initial and help them learn how to open and close their bag.

***C - Celebrating Birthdays**

In following with BCS’ school-wide policy, students will not be permitted to bring in any food items to celebrate their birthday with their class. However, we know that birthdays are VERY important to many Kindergarten students and we truly want to make sure that they feel special and recognized while sharing this milestone with their classmates. In class, we will be sure to sing to your child on the school day closest to their birth date, and we will have special moments throughout the day to celebrate them. There is no need to provide any sort of treats for the class, as we will make sure to acknowledge your child in class.

With this said, if you or your child still wants to bring in something extra, here are some non-food related ideas that have been successful in the past. You are permitted to do one of the following:

- Your child can bring in a special book or game to share with the class. Some students have even donated the book or game for the whole class to enjoy in their honor all year long, and for years to come.
- Your child may bring in small, inexpensive, non-food items for the class like a sticker, pencil, etc.
- If your schedule allows, you may come in as a special parent helper and read a book to the class or eat snack with your child.

If you’d like to arrange one of the following, please let your teacher know with a minimum of a week

notice. Please remember, the above suggestions are not necessary as we will be sure to make your child feel special and acknowledge their birthday within the class. Finally, BCS school policy prohibits birthday party invitations to be passed out at school.

***D - Drop-Off**

Drop your child off at the Kindergarten gate. When the bell rings at 8:15am (11:25am for PM Kinder) your child should be standing on their star. All parents must be behind the gate. This is to ensure we all help build your child's sense of responsibility. There is no adult supervision on campus before your child's class starts. If you arrive early, please supervise your child. No student is allowed on the play structure before school starts. If your child is more than 5 minutes late, they are considered tardy and will need your help to get a tardy slip from the office before coming to class.

The parking lot does get full. Please do not leave your car unattended along the yellow curb of the parking lot, as this space is used for drop off/pickup only.

***E - Email**

A great way to keep in touch with me is through e-mail. My e-mail address is dsears@bullischarterschool.com.

***F – Folders**

Students will usually bring home folders on Thursdays with various notices and parent information. This folder will serve as an important means of home to school communication. **Please check these folders frequently.** Read, complete, and return appropriate papers in this folder and remember to return it every Friday.

***G - Grading**

Your child will receive a formal report card 3 times a year. This report card is performance based and will be an on-going assessment throughout the school year. You will also receive an FLG (Focused Learning Goals) document, personalized to your child's specific needs.

***H - Homework**

Homework will begin in the 2nd Trimester and is your child's responsibility. As teachers, we see homework as an opportunity to solidify skills and build independence in preparation for 1st grade homework. Therefore, we will not be giving a "grade" for homework. It will come home weekly in a red folder.

***I - Illness**

The question of when to keep your child home from school is often a difficult one, especially when decisions must be made first thing in the morning. It is important, however, to keep your child home if he/she is ill. This helps to make them more comfortable and prevents others from becoming ill. Children function more effectively in the classroom when they are healthy. Please email both the office office@bullischarterschool.com and me to let us know if your child will be absent.

***J - Join the BBC**

The BBC is the Bullis Booster Club. You can join with a \$35 donation and will receive a student/family directory of important contact information. A key function of the BBC is to help parents match their interests, skills and availability with school volunteer needs. The BBC distributes information throughout the school year about current parent participation opportunities and initiates monthly meetings to share important information. Visit the BBC tab on your MyBCS page of the website for more information!

***K - Kindness**

Students in our classroom are encouraged and expected to treat all members of our class as well as others with kindness and respect. Hitting, fighting, name-calling, and making fun of others will not be permitted.

***L - Lunch**

Students will NOT be eating a formal lunch at school, therefore, please do not order lunch for them from the Choice Lunch online program. They will need a healthy snack for outdoor snack time. They will have 30 minutes to eat and play.

***M - Mandarin and Many Specialty Classes**

Your child will go to either Art, Music, PE, or Drama (starting 2nd Trimester) everyday. They will also be learning Mandarin every Tuesday-Thursday. I have included our specialty schedule for the year. For your child's safety, please make sure that your child wears tennis shoes and a hat on the days we have PE.

***N - Nut Free Zone!**

BCS is a nut-free school. Please check your child's snack items and be mindful of what they are eating before they come to school.

***O - Open House**

We will be having an Open House later in the year. This is a family night where you come with your child and he/she showcases work from throughout the year.

***P - Parties**

We will have several classroom parties throughout the year. I am looking for a Party Planning Room Parent, who will assist in organizing and planning these events. Please see the Volunteering Sign Up Sheets (sent out later in the first month of school) if you are interested.

***Q - Questions**

If at any time you have any questions, please feel free to contact me. I will do my best to respond promptly to all emails. Please note that our attention is with the class from 8:15am-3:10pm, and we're not always able to check our email during that time. If there is something urgent, please call the office and they can inform me.

***R - Read Every Day**

One of the best gifts you can give yourself and your child is reading together. Listening to reading and participating in reading are both great activities. "Reading" can mean: making up stories to match pictures, finding letters and words, describing pictures, retelling plots, etc. Exploring a variety of books (fiction, non-fiction, chapter books) can help spark imagination, but don't feel the need to push your child

office of any planned time off that will require your child to miss school. If your child will miss three or more consecutive days, I recommend requesting an independent study packet from the office.

***W - Website**

You will want to visit our school website frequently to stay informed of school wide events and volunteer opportunities. You can access our school website at: <http://www.bullischarterschool.com>. Please continue to check out our class' personal website at www.mrssears.com.

***X- Extra Clothes**

I recommend that you send your child with an extra set of clothes in case of a bathroom accident, messy spill, or a wet and muddy playground. This way, you are not bothered at work or home. These clothes will stay in your child's cubby unless being used. If your child comes home in their "extra clothes," please remember to replace them as soon as possible.

***Y - Younger Siblings**

It is in your child's and the programs best interest to have our volunteers available without younger children as much as possible. This' not only allows your full attention to be focused on the class, but also allows for some special time between you and your kindergartner. Thank you for making childcare arrangements for younger siblings.

***Z - zzzzzzs**

Make sure your child gets plenty of rest. A kindergarten room is a busy place and you will probably find your child exhausted at the end of the day. Setting and keeping a bedtime is a wonderful gift you can give to your child. It will help them to be alert and ready to learn each day!

I look forward to a fantastic year full of growth, learning, and love for school!

Sincerely,

Dorothy Sears

Mrs. Sears's Specialty Classes 2014-2015

MANDARIN with Ms. Chia-Ling Chiang

Tuesday, Wednesday, Thursday 1:20-1:50



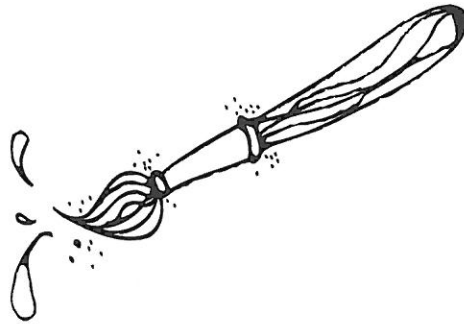
Music with Mrs. Beese

Monday 11:50-12:20

Art

with Mrs. Felder

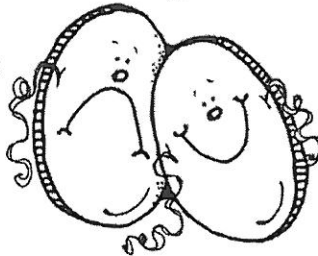
Tuesday 11:50-12:20



DRAMA with Mr. Clarke

Beginning 2nd Trimester

Wednesday 11:50-12:20

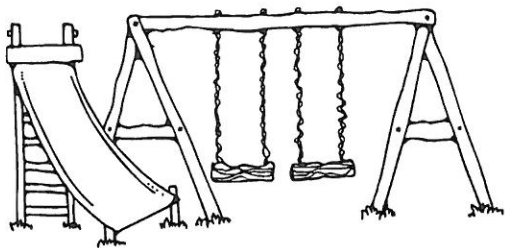
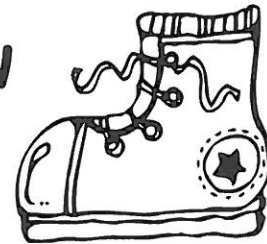


PHYSICAL EDUCATION

with Mrs. Thowson

Please wear tennis shoes!

Thursday 11:20-11:50



RECESS and SNACK

Everyday at 12:50-1:20

(Fridays 9:30-10:00 am or 10:30-11:00 if participating in "Houses" that day.)