

# Sherman Oaks Elementary Charter Kindergarten



14755 Greenleaf Street  
Sherman Oaks, California 91403  
818-784-8283  
Michelle M. Gorsuch, Principal

Welcome to the 2016-2017 School year!

Five is a magical age, a time of wonder and questions, a time of curiosity and exploration. It is a time of energy beyond belief and a time of quick sorrow and much laughter. In kindergarten we strive to develop the whole child: mind, body and spirit. We ultimately want your child to feel good about who he or she is and to become a successful, productive member of society.

You are about to enter one of the most exciting phases of the growth of your child. We are all committed to offering your child a wonderful education. We hope that you are ready to work with us in that endeavor.

We hope the attached helps you better understand our policies. Please read it and discuss with your child.

*"Let us put our minds together and see what kind of future we can make for our children."*

*Sitting Bull*

## Prepare Your Child for the First Day of School

- ❖ In conversation, address "when you go to school..." (Create excitement with an enthusiastic voice!)
- ❖ A few days before school starts, begin your routine of waking up and getting ready.
- ❖ There will be routines and responsibilities established in kindergarten for the students. To maintain an orderly classroom, all children are expected to do their part. Establish routines in your home so your child is prepared for simple tasks at school.
- ❖ Label all student belongings: lunch boxes, backpacks, coats, sweaters, etc. "Lost and found" is located outside the 2<sup>nd</sup> grade building near the ramp. All items are donated to a worthy organization before winter, spring, and summer breaks.
- ❖ Purchase clothing with independence in mind. Students should be able to snap, button, zip, and buckle by themselves.
- ❖ Backpacks are a must. Please include an extra set of clothing in the backpack in case of emergency.

## On the First Day of School and Every Day After

- ❖ Ensure that your child has a good night's sleep.
- ❖ Have a healthy breakfast. "Breakfast in the Classroom" is served in the classroom from 8:00 a.m.-8:15 a.m.
- ❖ Prepare a nutritious snack and lunch that can be opened and eaten independently. Lunch may also be purchased in the cafeteria (cost and menu will be sent home at a later date).
- ❖ Dress your child appropriately. Students will be running around and possibly getting dirty.
- ❖ Arrive early. School gates open at 7:35 a.m. and close promptly at 8:00 a.m. After 8:00 a.m., students and/or parents must enter and check in through the office. The school is a "closed campus" for children's safety.
- ❖ On the first three days of school, you may walk your child to the Kindergarten yard. After that, students must be dropped off at the gate. Students will be supervised by yard supervision aides in the kindergarten yard from 7:35 a.m. until their teachers pick the students up at 7:55 a.m.
- ❖ When you drop your child off at Stop, Drop and Roll at the Greenleaf gate, an adult will meet them at the gate and a student volunteer will walk them to the kindergarten yard. After they begin to feel comfortable they will be encouraged to follow the tiger paw prints to the kinder yard. Student escorts are **not** available at the Dickens gate.
- ❖ **Do not** park in the staff parking lot. If you must park on the street, please be aware of and respect street signs.
- ❖ Say good-bye to your child and leave quickly. If you are confident that you have prepared your child for school, then your child will be prepared!
- ❖ Be sure you discuss with your child how he/she will be going home.
- ❖ Be sure to pick up your child on time. All parents must pick up their children from the student's classroom. Parents who arrive late (10 minutes after dismissal) will need to pick up their children in the office.

*First days are special. Let's make them memorable!*

## After School Begins:

- ❖ Check your child's backpack daily.
- ❖ Be sure to review all parent information that comes home.
- ❖ Sign up for the SOPA newsletter at [www.shermanoakselementarycharter.com](http://www.shermanoakselementarycharter.com) and click on sign up for emails.
- ❖ **Absences more than 7 days per school year is considered excessive and you will be contacted by administration.**
- ❖ Punctuality is very important. A child's school day begins successfully when he or she arrives on time. **Tardy students must be signed in through the main office.**
- ❖ Please send a note with your child when he/she returns from being absent. The note should include your child's first and last name, date, reason for absence, parent signature and date. Please remember that unnecessary absences impact a child's academic progress and makes it difficult for them to achieve grade level standards.
- ❖ Assist your child in completing homework assignments (about 15 minutes daily) by providing a place to work and by establishing a time for completing the assignment. Review each day's learnings.

*Read with your child each and every night! Ask comprehensive questions.*

## Other Information

- ❖ School begins at 8:00 a.m. and ends at 2:24 p.m. (1:20 p.m. on Banked Tuesdays)
- ❖ Recess is 9:45 a.m. to 10:05 a.m.
- ❖ Lunch is 11:45 a.m. to 12:25 p.m.
- ❖ Kindergarten gates and playground will be closed at 2:50 p.m.
- ❖ Parents are encouraged to meet with classroom teachers for concerns. Then, if necessary or for a formal meeting, please make an appointment with administration.
- ❖ Teachers will ask you to provide specific school supplies. All other items, including toys, should be kept at home.
- ❖ Birthday celebrations are NOT permitted on campus.
- ❖ It is important that you keep your child's Emergency Card accurate and updated. We must have at least two telephone numbers to reach you in case of an emergency. Students will not be released to anyone who is not listed.
- ❖ Per Board Rule 2251 pupils are required to show proper attention to personal cleanliness, health, neatness, safety and suitability for school activities.