

**WELCOME TO SCHOOL!**

Dear Angelfish and Dolphin Parents,

We would like to take this opportunity to welcome you back, or to our Little Schoolhouse community for the first time. We have a fun and exciting school year planned!

Here is some information about the school day:

**CURRICULUM**

You will receive a weekly curriculum page on Monday outlining the activities your child will be involved in during the week. We will email this as well as send the page in your child’s backpack.

In addition to our usual daily schedule the special activity for each day is as follows:

Monday – Sports

Tuesday – Science

Wednesday – Music

Thursday – Sports

Friday - Cooking

**SNACK**

A nutritious snack and drink is provided by the school and is served family-style, mid-morning. Please speak to the teachers if you would like to provide the class with snack. It is a great way for parents to volunteer and we can offer many suggestions.

**LUNCH**

Lunch is at 12:00. Please pack a healthy lunch and drink for your child in an insulated lunch pack. We are able to do a simple “warm-up” in the microwave oven for pasta and rice dishes.

**SHOW & TELL**

Every Friday will be Show & Tell during Morning Meeting. Children can bring in something from home that begins with the letter-of-the-week. See the weekly curriculum page for the letter-of-the-week.

**SPORTS**

Sports lessons are on Monday and Thursday with Ms. Helen. Athletic (tennis) shoes should be worn every day to school for safety and developing gross motor coordination.

**MUSIC**

Music with Mr. Larry is on Wednesday morning.

**HYGIENE**

Parents of children who are not fully independent in the bathroom must provide a reasonable quantity of pull-ups and wipes to be kept at school. Please remember to re-stock the supply regularly. Keep in mind that the school policy requires that your child’s pull-up be changed as many as three times each morning depending on their daily functions.

Be sure to send a change of clothes including a school shirt, pants, and underwear/pull-ups to be kept at school in their drawer. Please label all of your child’s clothing, bags, and belongings.

We thank you for assisting our hygienic efforts by providing a box of tissues, container of wipes, hand sanitizer and mosquito repellant to be used by the children at school. Restocking each term is necessary and appreciated.

**TIMING & SCHEDULE**

Arrival at school each morning involves greeting and occasional communication with teachers. We want to promote a smooth transition into the school day by encouraging parents to make the morning drop-off brief and cheerful.

School is open at 8:00AM for early drop-off. Most children arrive between 8:30 and 8:45AM. At least twenty minutes are recommended for settling in prior to the start of the day.

We carefully monitoring punctuality and will charge a $20 late fee to parents who are habitually tardy in the morning and afternoon.

Outside play during the arrival period is until 9:10AM. If you arrive after 9:10 it is considered late and you will be charged $20. You can avoid a morning late fee if, for instance, you have a Doctor’s appointment at 9:00 and then bring your child to school during outdoor play time from 10:00 – 10:30, while all of the children and their teachers are on the play yard.

**PICK UP & COLLECTION**

The prompt midday collection time is 12:30, if you arrive after 1:00 it is considered late and you will be charged. The prompt full day collection time is 3:00, if you arrive after 3:15 it is considered late and you will be charged. The late fee is due immediately.

Your children and their teachers appreciate the effort so that precious cognitive functioning hours are not wasted and unnecessary interruptions are avoided. Your child’s teacher is caring and dedicated to her personal pursuits off campus as well as in the classroom.

**PROGRAM AGREEMENT**

Kindly we ask that you stay within the parameters of the enrollment option chosen for your child. If you have indicated the 3-Mornings program, for example, the days that your child comes to school are Monday, Wednesday, and Friday. You may not change or swap the days to suit your schedule.

We noticed last year that some families were sliding to other days without permission. If your child is unwell or has an appointment on Wednesday, for example, he may not make up the day on Thursday if he is in the 3-Morning (M, W&F) program.

With respect to the teacher’s weekly planning and in fairness to families abiding by the specific days of enrollment, your consideration to this detail is appreciated.

**Friday dismissal is at 12:30 for all students.  
Staff curriculum meetings take place on Friday afternoons.**

Please be reminded to provide us with any contact and medical information up-dates on your child’s existing file.

**CONTACT**

As always, please do not hesitate to speak with us if you have any questions or concerns. The telephone number at school is 325-3795. You can send email to Ms. Kara at [schoolhousenassau@gmailcom](mailto:karanottage@hotmail.com).

We are looking forward to getting to know you and your child this year.

Respectfully yours,

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| Alisoun Sands | Charmine Johnson | Kara Nottage | Rhea  Pratt | Mona Cartwright |
| Dolphins Teacher | Angelfish Teacher | Principal | Dolphins Assistant | Angelfish Assistant |