

HOLY CROSS CATHOLIC SCHOOL KINDERGARTEN HANDBOOK



Welcome to Holy Cross Catholic School Kindergarten Program

This handbook contains information about the Kindergarten program. The purposes, policies, and general procedures of Holy Cross Catholic School are explained. Please save this booklet for future reference throughout the year as it may answer questions that arise later.

Holy Cross Catholic School will do its part to give your child the best education possible. Parents/guardians are a child's first and number one teacher. Your child's success can and will be influenced by what you do. Your interest and active participation helps bring home and school closer together. A working relationship between home and school benefits your child and his/her progress by providing him/her with the best opportunity for successful education. Synergizing with you will make your child's Kindergarten year a great experience. It will be a pleasure working with your child and with you.

Our main focus is to meet the needs of each child at his/her individual level and develop a positive attitude toward learning and school. Our program establishes a firm foundation of learning skills, concentrating on reading and math.

The following are topics of information arranged in alphabetical order:

ABSENCES

Please keep your child at home if signs of approaching illness are exhibited. Parents need to call the school at 419-784-2021 if your child is absent. Please complete missed work.

ACCIDENTS

Immediate first aid treatment is given for minor accidents resulting at school. A note needs to be filed with the school office for dispensing of any medications. **Please notify the office at once if there are any changes in your emergency information.**

ACHIEVEMENT

Holy Cross Catholic School is on a nine week grading period. Each student's progress is evaluated throughout the school year. A parent/teacher conference is held in November to discuss your child's progress. Reports and skill sheets are sent home each quarter. A readiness test will be administered in the spring.

BIRTHDAYS

You may bring in a birthday treat for your child's birthday. Treats must be individually wrapped. Please no cake or cupcakes. There will be a party at the end of the school year for those children whose birthdays fall in the summer.

COMMUNICATION

You are always welcome and encouraged to contact the teacher and/or school whenever the need arises. All notes and money being returned to school should be in an envelope marked with your child's name and class.

DAILY SCHEDULE

8:30	Arrival, Morning work, Learning rings, AR books
9:00	Announcements, Pledge, Prayer
9:15	Calendar time, Phonics, Calendar Folder
9:30	Restroom Reading, Language Arts/Phonics
10:30	Recess Restroom
10:45	Specials: Gym Computer Library Religion
11:50	Lunch
12:20-12:35	Recess Restroom
12:45	Quiet Time (books, learning rings)
1:20	Math
2:00	Snack Science. LIM Wed
2:55	Pack up, clean up, Free time
3:00	Dismissal

*Specials: Art, Gym, Computer, Spanish, Music, Library
(at least 1 per day) morning or afternoon.
(the schedule for specials can change each year)

INCLEMENT WEATHER

Unscheduled school closings or delays will be broadcast over the Defiance radio stations. ***Please note: on a 2 hour delay day, school doors open at 10:30 a.m., and classes begin at 11:00 a.m.**

PARTIES

Four parties are planned during the school year to celebrate the special holidays. Parent volunteers are asked to assist with these, depending on health regulations. Reward parties are given occasionally by the teacher for showing leadership and good behavior.

Costume Party – Halloween
Christmas Party and Gift Exchange
Valentine Day Card Exchange
Easter Celebration

RECESS

Outdoor play is scheduled as weather permits. Indoor play is scheduled when the temperature is below 25 degrees, including wind chill, or weather conditions are unfavorable. Please prepare for the weather by listening to the local weather report. Boots and snow pants must be worn to play on any snow covered areas.

REGISTRATION

Kindergarten registration includes a completed registration form, payment of the registration fee at time of registration, a copy of the child's birth certificate, complete immunization form, and medical information form. Students must be 5 years of age before September 30th to enter the Kindergarten class.

SPECIAL SERVICES

Special services are available to those children who qualify for them. These include speech and language therapy, health care, psychological testing and classes for tutoring and enrichment.

SUPPLIES

Students will need one school backpack and one large beach towel (for quiet time). Please put student's name on both items.

TRANSPORTATION

BUS - In cooperation with the Defiance City Schools, our Kindergarten students at Holy Cross Catholic School are eligible to ride the school bus if they live within the school district. **Please send a note if your child is to ride with someone else or not ride the bus when applicable.** Children will be sent on the bus unless a note states otherwise. Students living in the Ayersville and Tinora districts are eligible to ride those district buses.

PREPARING FOR KINDERGARTEN SUGGESTIONS FOR READINESS

Many times parents ask how and what they can do to help their child. These readiness activities are just a few of the many ways to provide the building blocks for future reading and other skills.

Depending on your child's skills at this time, some of these may not be necessary. These are only suggestions; they are not mandatory. Many of these are the basic skills.

- 1) Try to visit the school and teacher with your child before the first day. (Or attend virtual meetings according to health guidelines)
- 2) The child should know his/her first and last name, street/number/address, phone number, parents' names and bus number, if applicable.
- 3) Prepare your child to work with the following items: paper, pencils, crayons, scissors, markers, glue, and paint.
- 4) Recognize the basic shapes - circle, rectangle, square, and triangle.
- 5) See that your child can take care of his/her basic personal needs, dressing without help, using the bathroom properly, and keeping track of personal property.
- 6) Practice writing his/her whole name; first letter capital with the remaining letters lower case. Help your child to stay on the line when he/she writes. Try to have your child learn other family names.

- 7) Distinguish from right and left. Give directions using right and left. Reading and writing always begins on the left and moves to the right.
- 8) Learn the days of the week and months of the year.

RECOGNIZE THE ALPHABET

- 1) Read the alphabet to your child showing both the capital and lower case letters. Let him/her see the written alphabet in a variety of ways such as newspapers, typing, and magazines.
- 2) Help your child learn the names of the letters that make up his/her name.
- 3) Help your child to recognize, say, and write the numbers from 0-10, 10-20, 20-30. It helps to mix up the numbers and letters so learning isn't just from memorization of order.
- 4) Give your child the opportunity to count objects 1-31 and further.
- 5) Make your child aware of concepts of space - over/under, in/out, top/bottom, near/far, and more/less.
- 6) Help your child to realize sequence and order. Give responsibilities at home. Ask what was done first, second, and third.
- 7) Help your child to be aware of sounds. Ask your child to name the sounds heard - soft/loud, far/near, alike/different.
- 8) Call out two words such as book and boy and ask if the words begin alike or give one word and ask your child to give you another word that begins with the same letter.
- 9) Help your child write the alphabet - both capital and lower case letters.
- 10) Please use the suggested guide at the end of this booklet for forming the letters. The consonant sounds should be associated and learned with each letter.
- 11) Rhyming activities - example; I am thinking of a word that rhymes with book/look.
- 12) Help your child to learn to tell time on the hour and half-hour.
- 13) Help your child to learn to count to 100 and to count by 2's, 5's, and 10's.
- 14) Help your child to learn the names and amounts of coins.

All children learn at different rates, try to be patient. All learning takes time. Make these learning sessions fun and enjoyable for both of you. Limit them to 10-30 minutes. Praise efforts and react to what is done with encouragement. **BE PROUD!**

We are pleased that you have chosen a Catholic education for your child/children. All of us at Holy Cross promise to work with you and support you in your role as primary educators of your child/children.

This handbook will serve as a guideline for all of us and a handy reference for you. Holy Cross recognizes the importance of communication. If you have any questions or concerns, please feel free to call the school office at 419-784-2021.

Below you will find a “Student Handbook Certification” section. Please fill in the necessary information and return it to your child’s homeroom teacher. This will assure us that you have had time to share our handbook with your child.

Note: If viewing a paper copy of this form, please cut off the Student Handbok Certification section and keep the Student Handbook.

Thank you for taking the time to read this booklet.

-----Cut Here -----

Student Handbook Certification

We, _____ and _____,
(Parents/Guardians) (Student)

have received and read this student handbook. We understand the rights and responsibilities pertaining to students and agree to support and abide by the rules, guidelines, procedures, and policies of Holy Cross Catholic School.

(Parent Signature)

(Student Signature)

(Date)