

Kindergarten Handbook



Circle Benton Elementary
Circle Greenwich Elementary
Circle Oil Hill Elementary
Circle Towanda Elementary

From the Superintendent of School

I want to welcome you and your kindergartner to Circle USD 375. This is a district focused on learning and we are excited your child is attending school here.

We want very much for your child's first school experiences to be positive. We encourage you to become actively involved in your child's education. This can start with becoming familiar with our kindergarten program, getting to know your child's kindergarten teacher and asking questions and sharing your comments about our schools. Never underestimate how important your involvement, encouragement and interest are to your child's learning.

This handbook was developed by our kindergarten teachers to give you an overview of our districts program and expectations. Please do not hesitate to contact us if you have questions or need additional information.

Again we are glad you are a part of our learning community and wish a very positive, successful learning experience for your child in the upcoming years.

Don Potter, Superintendent of Schools

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Circle USD 375 Kindergarten Outcomes

Communications Outcomes

- Develop abilities in language arts
- Read, write/draw, speak and listen for a variety of purposes
- Read (choral/shared)
- Print using correct formation
- Draw and tell about own pictures to show own ideas
- Listen attentively and politely within a group
- Express thoughts in a group discussion
- Works cooperatively in a group
- Know about and use the media center

Math Outcomes

- Know number names and the count sequence
- Count to tell the number of objects
- Compare numbers
- Understand addition as putting together and adding to and understand subtraction as taking apart and taking from
- Work with number 11-19 to gain foundation for place value
- Describe and compare measurable attributes
- Classify object and count the number of objects in categories
- Identify and describe 2 and 3 dimensional shapes
- Analyze, compare, create and compose shapes

Science Outcomes

- Forces and Interactions: Pushes and Pulls
- Interdependent Relationships in Ecosystems: Animals, Plants and their environment
- Weather and climate

Social Studies Outcomes

- Choices have consequences
- Individuals have rights and responsibilities
- Societies are shaped by beliefs, idea and diversity
- Societies experience continuity and change over time
- Relationships between people, place, idea and environments are dynamic

Relax and Enjoy!
These next years will pass more quickly than you can ever imagine
...but what an adventure they will be!

Beginnings.....

What to Expect

We promise you that the next thirteen years your child spends in school will be the most exciting, challenging, rewarding, amazing, happy years of your life as parents.

Soon, your "pride and joy" will enter our doors for the very first time. His or her health, safety and well-being are every bit as important to us as they are to you. Between the years of kindergarten and twelfth grade, the changes your child undergoes will be almost unbelievable!

He or she will...

- Begin quoting a new person in their life – "teacher". You will at times wonder how one person can be so right so much of the time!
- Be happy when they meet new friends, but be sad when they first discover that peers are not always friendly and kind.
- Discover a multitude of new interests....some that will stay with them for a lifetime, others that will lead them on to new and different things.
- Have days when all is right with the world, but also have days that will allow them to grow and mature during times of trouble.

Your child is a complex bundle of energy you can safely entrust to us. We have a staff of highly trained competent, compassionate people ready and willing to make available to your child all that is necessary for him or her to become a happy, productive and well-adjusted contributing member of society.

General Information/Enrolling your child

Age Requirement.....

Your child may enter kindergarten this year if he or she will be five years of age on or before September 1 (unless altered by the Kansas Legislature)

Enrolling Your Child.....

- **Proof of Identity:** You will need the original copy of your child's hospital birth certificate or a certified copy of your child's birth certificate. A certified copy can be obtained from the Bureau of Vital Statistics, Kansas State Department of Health, Topeka, Ks, or a similar state agency in the state where your child was born.
- **Immunizations:** (State Law KSA 72-5209) Any student entering school for the first time in the state of Kansas is required to present certification from a licensed physician or local health department stating that the student has received immunizations as are approved by the Kansas State Board of Health. You may find detailed immunization requirements for the school entry at <http://www.kdheks.gov>. As an alternative to such requirements, the student can provide: (1) An Annual written statement signed by a licensed physician (Medical Doctor/MS or Doctor of Osteopathy/DO) stating the physical condition of the child to be such that the tests or inoculations would seriously endanger the life or health of the child. Medical exemption shall be validated annually by physician completion of KCI form B and attachment to the KCI (2) Written statement signed by one parent or guardian that the child is an adherent of a religious denomination whose religious teachings are opposed to such tests or inoculations. Immunizations should be current by enrollment time. In the event of an outbreak of a communicable disease, students not in compliance with KSHE statutes, will be excluded from school. Failure to have needed immunization completed by the first day of school will result in exclusion after parent notification. The student will remain excluded until immunizations are in the process of being completed. Immunizations are available from your private physician's office, or at the Butler County Health Department, 206 North Griffith, El Dorado. Call 1-800-940-6083 or 316-321-3400 for health department appointment.
- **Health Assessment:** (KSA 72-5212) Any student up to the age of nine years entering school for the first time in the state of Kansas shall, prior to admission, be required to present the results of a health assessment conducted within 12 months of school entry by a physician or other health care provided as approved by the state of Kansas. As an alternative to the health assessment, the student shall provide (1) a written statement signed by one parent or guardian that the student is an adherent of a religious denomination whose religious teachings are opposed to such assessment, or (2) a written statement signed by a parent or guardian that such assessment will be scheduled and completed within 90 days after admission to school. Failure to complete the health assessment shall result in exclusion from school. Refer to KSA 72-5214 for more detailed information. http://kansasstatutes.lesterama.org/Chapter_72/Article_52/72-5214.html

Let's get off to a Great Start!

Nothing more important than making sure your child is ready to begin his or her education. However, children grow and mature at different rates. Please review the following statements. They are not meant to be a formal evaluation, but can give you an idea of some of the areas your child may need to work on.

Can your child.....

- Be easily understood when talking with strangers?
- Draw and color beyond a simple scribble?
- Tie a knot?
- Zip or button up a coat?
- Walk backward for a distance of five or six feet?
- Stand on one foot for five to ten seconds?
- Alternate feet when walking down stairs?
- Tell left hand from right hand?
- Use a knife for spreading jam or butter?
- Take care of personal toilet needs?
- Cross a residential street safely?
- Repeat a series of four numbers without practice?
- Repeat an eight to ten word sentence if you say it once?
- Tell you the meaning of simple words, such as bicycle, apple, show, and hammer?

That First Big Day.....

You can make the first day of school a big success if you will:

- Have your child spend time with other adults or older children.
- Speak of kindergarten as a happy place and the teachers and principal as friends.
- Send our child to school the first day with another child. It will be much easier to say good-bye at home than to be taken to school and left in a strange place.
- Show your child the way to school before the first day.
- Find out the teacher's name and be sure that your child knows it.
- Provide the teacher with any information that might help them to understand your child better.
- Remember- your reaction and attitude towards school will help determine your child's attitude.

Can your child supply the last words to all of the following statements?

Mother is a woman. Father is a _____?

A fire is hot. An ice cube is _____?

A Plane goes fast. A turtle goes _____?

Can you child tell you.....

- How many feet he or she has?
- What things are mad of, such as cars, chairs, shoes?
- How many ears a dog has?
- What a key is used for?



Supplies.....

The district will put out a supply list as to what your kindergartner will need to bring to school with them on the first day of class



~ One Last Point ~

Please check with the school before you take as face some of the "questionable" stories and tales students may bring home!

Learning.....

Learning Goals.....

We will emphasize the following during the kindergarten year:

- To help your child live and play with other children.
- To be courteous and cooperative.
- To care for personal belongings.
- To be considerate of others.
- To share- ideas, games, experiences
- To use new words.
- To listen- to others, to directions, to stories.
- To express feelings and emotions through speech, music, art.
- To explore- by handling, manipulating, discovering what, where and why.
- To determine likenesses and differences
- To support and strengthen the child's sense of self-worth.
- **Most Importantly-** We will be helping your child gain the necessary skills to continue his or her education.



Learning Activities.....

Kindergarten is an exciting place to be! Teachers use many different activities to teach your child necessary skills. Play is serious business to a child and an important learning too! Children will learn to enjoy active play, such as running, jumping and climbing, and skills taught in all areas of the curriculum will be reinforced through play. These include:

- **Reading:** Students will be exposed to literature, informational text, foundational skills, writing, speaking and listening. Students will actively engage in group reading activities with purpose and understanding.
- **Mathematics:** Students will work representing, relating and operating a whole numbers, initially with sets of objects. Students will also work describing shapes and space.
- **Science:** Students will learn about pushes and pulls, animals, plants and their environments, weather and climate.
- **Music:** Students will sing with the group, listen to CD's/audio media, express ideas in simple rhythms and learn to follow directions set to music, such as skipping, hopping, marching and running.
- **Art:** Students will learn to appreciate beautiful things, express ideas in drawings, painting and modeling clay and try many different materials and tools.
- **Social Studies:** Students will focus on the concept of self-awareness and individual experienced through the major social studies disciplines and history, geography, economics and civics/government.
- **Social Interaction:** Students will learn to appreciate and understand both home and school surroundings, and how to work and play with groups.

Activities to Enhance Learning.....

There are many ways parents can stimulate their child's intellectual and social development are listed below. Try some of these activities. They will be challenging and entertaining for both the adult and child.

Help Your Child Broaden His or Her Background:

- Read and discuss books regularly
- Have fun with nursery rhymes
- Show interest in ideas and questions
- Help seek answers to questions
- Explain your actions as your child watches
- Provide for play with other children

Help Your Child Grow in Self-Reliance:

- Encourage independent thinking and verbal expression
- Teach care of personal needs in the rest room, in dressing and tying shoes
- Teach awareness and care of personal possessions
- Praise courteous actions
- Avoid discussing your child's inabilities in his or her presence
- Avoid comparison with other children

Help Your Child Develop Good Work Habits:

- Encourage correct holding and manipulation of crayons, scissors and pencils
- Encourage completion of tasks
- Establish a quiet atmosphere to encourage good listening habits for reading books, listening to recording and talking together

Help Your Child Develop a Sense of Routine:

- Avoid tardiness
- Avoid absence except for illness
- Go straight home from school
- Provide your child with regular meals and sufficient sleep

Help Your Child Take Care of Belongings:

- Put your child's name on their school box and all items brought for showing and sharing
- Put your child's name on envelopes sent to school containing money or notes
- Please label all your child's removable clothing, such as boots, mittens, sweaters, coats, scarves, hats and caps

Cooperation.....

Rules and Regulations

Kindergarten is a time for your child to establish habits that will be needed for the rest of his or her life. Make sure your child arrives at school promptly, attends school regularly and leaves on time to go straight home.

We want our child to have a very successful school experience, and part of making sure that happens depends on knowing and obeying school rules. Listed below are a few selected rules especially helpful to parents of kindergarten students.

Regular Attendance: State law requires that regular school attendance be enforced. Parents can aid their children in developing this habit by making sure the child is absent only for illnesses or other legitimate reasons. Parents should always send a written excuse or call the school office following an absence. A phone call or note notifying the school of an impending absence would be greatly appreciated.

Sending Children Home: No child will be taken or sent home until parents or another designated responsible adult is contacted at home or at work. An ill or injured child will never be permitted to walk home without permission.

Visitations: Parent visitations are welcomed and encouraged. However, it is suggested that an appointment be made. Parents should avoid visiting class during the first month of school. This will help the child make an easier adjustment to school life.

After School Pickup: Parents are to notify the office if the student is not to ride the bus home or of any change in the after class pickup routine.

Bicycles: Kindergarten students are discouraged from riding bicycles to school.

Pets: Pets should never be allowed to follow your child to school. Pets should be brought to school only upon request of the teacher and should remain only during sharing time. Proof of rabies vaccination is required.

Dress Code: Cleanliness is essential to a student's well-being. Good health habits should be practiced at all times. Proper grooming of hair, teeth and body should be stressed. Appropriate school dress and grooming standards that results in a neat, clean personal appearance are stressed. No hats may be worn in the school building prior to 4:00pm. No hat that interferes with the vision of surrounding patrons will be permitted at a school function. Hats may not be worn at any formal school function, including concerts and other musical performances. Hats are not allowed during school unless with administration approval.

Field Trips: A well-planned field trip is a worthwhile educational experience. A general permission form for field trips will be available for parent's signature at the time of enrollment. Parents will receive notification of each field trip. A teacher will accompany the students on all field trips. Parent suggestions for possible field trips and/or volunteering to assist with a field trip are encouraged and appreciated.

Party Invitations: If party invitations are distributed in the classroom, they should be given to all children. Singling out only certain children to receive invitations will lead to unhappiness. If all children are not to be included in the activity, then the invitations must be distributed outside of the classroom.

Milk Program: All kindergartners will be given the opportunity to participate in the daily milk and refreshments program. Cost of milk is .40cents

School Breakfast and Lunch Program: Circle USD 375 offers a breakfast and lunch program in all school. Additional information regarding the breakfast and lunch programs will be available at enrollment.

A Word About Safety: Please work with your child until he or she understands:

- Never get into a car with a stranger
- Know that the policeman is a friend
- Know what to do if lost
- Cross the street only at the intersection, never in the middle of the block
- Always walk on the sidewalks; walk facing traffic where there are no sidewalks
- Go directly home after school

Health: Before your child enters kindergarten, please teach him or her the proper health habits of personal cleanliness, such as hand washing, brushing teeth, bathing, hair combing, covering coughs and sneezes, etc.

A dental examination by the family dentist is encouraged. A health record is maintained throughout your child's school life by the school district. Please refer to "immunization" and "Health Assessments" for further information regarding student health.

We all have the same goal – to provide your child with the best possible education. We need each other to accomplish this goal!

Circle USD 375 HEALTH POLICY GUIDELINES

Please assist us in providing a safe and healthy school environment for our students and staff by adhering to the following health policy as recommended by the *CDC and KDHE Disease Investigation Guidelines*:

Stay Home:

Return to School:

| | |
|---|--|
| Oral temperature of 99.6°F or greater when accompanied by other symptoms of illness (i.e. Headache, sore throat, nausea, diarrhea, etc.) | Fever free for 24 hours without the use of fever-reducing agents. (Acetaminophen or Ibuprofen) |
| Oral temperature of 100.0°F without any other symptoms. | Fever free (under 100°F) for 24 hours without the use of fever-reducing agents. (Acetaminophen or Ibuprofen) |
| Vomiting, diarrhea, and/or persistent nausea or abdominal pain. (Exceptions made per nurses judgement, but <i>may</i> require a physician's note to remain in school.) | Nausea, vomiting, and/or diarrhea has been absent for 24 hours. |
| Diagnosis or strep throat or impetigo . | After 24 hours of antibiotic therapy and fever free (under 100°F) for 24 hours without the use of fever-reducing agents. (Acetaminophen or Ibuprofen) |
| Diagnosis of Influenza with or without fever. | 5 days following the first onset of symptoms or until fever free for 24 hours without the use of fever-reducing agents, whichever is longer. |
| Pink eye (conjunctivitis). Pink/red whites of the eyes, purulent discharge, itching, and/or crusting of the eyelids and/or lashes. | After prescribed therapy is implemented and no purulent discharge from the eye(s). |
| *Symptoms of other contagious diseases such as: Chicken Pox (Varicella), shingle, scarlet fever, mumps, measles, pertussis (whooping cough) or hepatitis. | *Length of exclusion will vary depending on individual diagnosis of communicable diseases. Contact your school nurse for information regarding readmission criteria. |
| Excessive coughing, sneezing, or runny nose with green or yellow mucus. | Absence of excessive coughing, sneezing, and/or runny nose with green or yellow mucus. |
| Sedation used for medical or dental procedures. Pain control requiring narcotics . | The day after a procedure requiring sedation. Pain control through over-the-counter pain relievers. |
| Ringworm (Tinea) | After initiating treatment, but should not participate in athletic activities involving skin-to-skin contact until lesions are completely healed. |
| Scabies (<i>Sarcoptes scabiei</i> var. <i>hominis</i>) | 24 hours following the initiation of appropriate antiparasitic therapy prescribed by a physician. |
| Head Lice (<i>Pediculus Humanas Capitis</i>), live bugs | After treatment with lice shampoo according to package instructions. Proof of treatment must be received in the school office. (Receipt or Box) |

* This is not an all-inclusive list of infectious diseases/illnesses. Please contact your school nurse for more information regarding exclusion and readmission criteria.

Please note: Students coming to school with a limitation that will hinder him/her from full participation in daily activities, P.E., or sports must present a note from their healthcare provider outlining specific restrictions/modifications. *In some instances, determined by the nurse, a parent note may be acceptable.* A release from restrictions, written by the healthcare provider, must be presented to the school before normal activities may be resumed.

Medication at School: The administration of prescription or nonprescription medication to children during school hours is not encouraged. However, it is occasionally necessary. Any medication to be administered during school hours must come in its original container. If it is prescription medication, the container should indicate the doctor's name, child's name, name of medication, dosage, date and prescription number. Over the counter (OTC) medication must be in the original, unexpired container. A medication administration request form must be completed and signed by the parent or guardian and physician prior to the administration of any medication. Exceptions would include over the counter treatments listed on the online enrollment process, authorized by a parent/guardian. Forms are available on the school website and from the school office.

Student Safety from Threatening Weather and Fire:

If a tornado warning occurs during school hours, your child will be kept at school until the "all clear" has been announced by the radio and television stations. All Schools have regularly scheduled fire and tornado drills. Children are instructed on the safest locations in the schools as well as the most direct route to exit should the need arise.

School Cancellation: In case of power failure, snowstorms or any other emergency resulting in a condition that would endanger the health of students, school will be dismissed and students delivered to their respective homes as soon as possible provided the emergency cannot be corrected that day.

Parents should instruct the student and the office of any special circumstance resulting from early dismissal. Circle USD375 will attempt to accommodate all the situations regarding the student's best interests.

Those who transport their own students should listen for the news reports. If in the judgment of school officials- it seems wise not to have school because of storm conditions or other circumstances, Circle USD375 will notify parents using School Messenger phone and email service. Current phone numbers are required through Powerschool or your child's school office for this service. The following radio and television stations will be notified as well:

- B-98
- 107.3
- 102.3
- 101.2
- KWCH Channel 12
- KAKE Channel 10
- KSNW Channel 3



Easing the Adjustment to School.....

Knowing and understanding the following information can help make your child's adjustment to school much easier:

- Your child should know his or her full name, address and phone number
- Children should always show respect for authorities
- Other people's property should always be respected. Children should avoid littering, picking flowers, walking on lawn, etc.
- Clothe your child simply and suitably for kindergarten activities as well as outdoor activities
- Teach your child the terms of politeness, such as "please", "thank you", etc, and when to use them
- Help your child assume responsibility at home, such as taking care of his or her own room, picking up toys, caring for pets, etc.

Non-school personal items, toys, money not requested, comic books, compact disks, electronic devices and guns or knives should not be brought to school

Transportation.....

Although all students may not ride the bus every day, at some point during the year they will ride a bus. Safety must be continually stressed by parents, teachers and the bus drivers. Please review this information with your child.

Time for School

Be on time for the bus: Give yourself plenty of time to reach the bus stop. Leave home about five minutes early. Walk, don't run. Learn the name of your bus driver and your bus number

Walk Safely: Stay on the sidewalks, or if there are none, walk on the left side of the road facing oncoming traffic. Cross streets only at intersections or crosswalks.

Waiting for the Bus

NO Horseplay: Running around and playing is okay for the playground, but not at the bus stop! Stay out of the street. Traffic often is heavy in the morning, and you could be hit by a car or cause an accident if a car is forced to stop quickly for you.

Respect Property: Don't run across people's yards, climb their trees or go into their garages. Stay at the bus stop.

SSHHH: People may still be sleeping when you leave for school, so try and keep down the noise.

Riding the Bus

Please Be Quiet: The driver needs your help and he/she may have trouble concentrating if there is too much commotion in the bus. Stay in your seat.

Keep the Aisles Clear: Books, bags, legs arms, bodies..... nothing should block the aisle! Do not stand in the aisle. If the driver must make a quick stop, you could be thrown around and hurt yourself or others.

Keep Everything Inside the Bus: If the driver lets you open windows, keep your hands, arms and head inside. Never throw things out the windows.

No Pets Allowed: Animals, including pets on leashes, in boxes or in cages, are not allowed on the bus.

Share Your Seat: Keep the seat open for anyone who wants to sit down.

Transportation Cont'd.....

Getting Off the Bus

Be Organized: Be ready to leave the bus when you reach your stop. Don't keep the driver and other bus riders waiting while you gather up your books and other belongings.

Stay Put: Wait until the bus has stopped completely before you get up from your seat. Always let the people in the front of the bus get off first.

Don't Push: You'll get out faster if no one shoves or pushes. This will also keep others from tripping and falling.

Leave the Area Immediately: After you get off the bus, leave the area quickly so that you are out of the way of other buses bringing more students to school.

Stay Clear: Keep away from the side of the bus. If you must cross the street, cross in front of the bus, but WAIT for an "All Clear" signal from the driver before you leave the curb. Look both ways before crossing.

If an Emergency Happens

If an emergency situation arises, you can help by staying calm. Listen to the driver and follow instructions.

Partnerships.....

The Parent's Role in Education

Children learn in many different ways- by seeing, doing, imitating – and they grow and develop physically, socially, intellectually, emotionally and psychologically. You influence your child by the examples you set, the praise you give and the experiences you offer. Much of how successful your child is in life, and in school, depends on you.

To provide your child with the very best opportunity for success, you must get involved, especially in your child's education. This involvement should take the form of active support and interest shown at home and frequent contact with the school.

We're In This Together!

There are many ways for you to become an active participant in your child's education. Beyond showing interest on a day-to-day basis at home, there are other ways to be involved. Each elementary school has a parent-teacher organization (PTO). Concerned parents work with the schools to improve the education environment and quality of education. They are involved in everything from fund raising projects for the purchase of new technology and new playground equipment to support programs such as Reading is Fundamental (RIF).

Another form of participation is volunteer work. Every school is looking for those who can volunteer some of their time in the schools. Volunteers are needed on a part-time and full-time basis and for special events.

Each school publishes a newsletter which is accessible online. In addition, Circle USD 375 publishes a district-wide information online. The district also publishes an activities calendar that can be picked up at the district office or each school.

We need informed, concerned patrons. Communication must be a two-way process to be effective. We invite your input at all time, and will listen to you. Each school has a Site Council that provides assistance, direction and leadership in school improvement activities. There are several other opportunities available to parents and patrons who wish to become more involved in our district.

The Circle USD 375 Board of Education meets on the second Monday of each month. Meetings begins at 6:00pm at the USD 375 Unified Office, 901 Main, Towanda and are open to the public.

Parent-Teacher Conferences.....

The Parent-Teacher Conference will provide you an opportunity to discuss your child with the teacher. The conferences are usually scheduled at the end of the first and third nine weeks. Some of the areas the teacher will discuss with you will be your child's:

- Relationship with others
- Self-control and cooperation
- Response to questions
- Respect for people and property
- Self-reliance and dependability
- Effort and cooperation
- Academic progress
- Health

In turn, Parent-Teacher Conferences will give you the opportunity to inform the teachers about your child's:

- Specific interests and aptitudes at home
- Specific reactions to school
- Family and neighborhood relationships
- General health habits, fears, emotional problems
- Any handicaps that may not be apparent



Circle USD 375 Beliefs



We believe.....

- Every student can learn
- Instruction must be provided for students who learn at different rates, in different ways and in different settings
- Education is cooperative effort among the Board of Education, all staff, students, parents and communities
- High expectations and a safe, positive learning environment are essential for student success
- A well rounded curriculum built upon researched based practices must be provided to meet students' varied needs, interests and talents
- Staff development must be a continuous process

Circle USD 375 Exit Outcomes

Students will.....

1. Demonstrate essential skills
 - Read and comprehend a variety of resources and apply them to real world situations
 - Speak, write and listen effectively
 - Use mathematics and mathematical principles and apply them in real world situations
 - Access, evaluate and use information
2. Communicate effectively
 - Comprehend and analyze what is read in all subject areas
 - Communicate in a variety of ways through language arts, fine arts and practical arts
3. Apply critical thinking skills
 - Apply problem solving skills
 - Apply various learning strategies and skills to new situations
 - Use creative and/or divergent thinking to formulate and solve problems and communicate results
4. Work effectively in a variety of settings
 - Demonstrate positive work ethic skills
 - Demonstrate skills of a self-directed learner
 - Demonstrate skills of a collaborative worker
5. Develop skills for a productive, healthy life
 - Demonstrate responsibility and integrity
 - Demonstrate knowledge and practices of citizenship
 - Demonstrate knowledge and skills to promote a lifetime of good health
6. Effectively use and integrate technology in a variety of settings
 - Use technology to communicate and solve problems
 - Use technology to access process and analyze information