z

**A**

**Attendance** – Regular attendance is important for school success. Our day begins promptly at 9:15 am. Please have your child to school on time every day. If your child is going to be out, please call the office or email me to let me know. A hand written note must be sent in with your child in order for their absence to be excused when they are sick.

**B**

**Book Orders** – I will be sending home Scholastic Book Orders throughout the year. Scholastic does a great job with high-interest, age appropriate books at a good value.   
**Birthdays -** It is our policy that treats are no longer permitted for birthday celebrations. Instead, we encourage parents to buy a book to read to the class on your child’s birthday, and then donate it to the library.

**C**

**Clothing** – Please dress your child in comfortable clothes for school. Temperatures vary in the classrooms so please dress your child in layers. Alston Ridge does not allow flip-flops since they are a tripping hazard when kids run. During cold weather, please have your child bring in gloves, hats and a warm winter jacket since we usually go outside for recess. **Calendar** – A monthly calendar of “special” classes is in the green take home folder. A colored check mark tells you how your child’s behavior was for the day. **Conferences** – We will have a fall parent-teacher conference. I am also available for additional conferences before and after school by appointment. Feel free to contact me anytime you would like an additional conference.

**D**

**Dismissal** – Dismissal begins at 3:45pm. Please make sure to notify the school if your child will be going home a different way than he/she usually does. We must have a written note or phone call with specific instructions. For safety reasons, if we are not notified of a change, your child will go home the way he/she normally does. Bus changes may not be made.

**E**

**E-mail** –My email address is [cmarsh2@wcpss.net](mailto:cmarsh2@wcpss.net)



The ABC’s of   
Mrs. Marsh’s Kindergarten

“The Martians”

**F**  
**Field Trips** – Your child will be going on field trips that enhance their learning experience in accordance with our standards. Advance information & permission slips will be coming home in the future.

**G**

**Green Folders** – Your child will bring home a plastic green Alston Ridge Folder every day. This will be filled with your child’s homework, class work and other important information from me, the school, and the PTA. It also, contains a monthly calendar & parent-teacher communication logs. Please read, complete, and return needed papers in this folder every day!

**H**  
**Homework** – Students will receive a weekly reading envelope on Monday with books to read during the week. Students can also supplement with books from home, the library and Raz-Kids (an on-line reading program – details will be coming home later). Students and parents must read together for 20 mins. each night. Additional homework is suggested but not mandatory. These suggestions will be sent home during the year.

**I**  
**Illness** – When your child is out due to illness or a medical appointment, we need a hand written note within 3 days of their absence in order for it to be marked excused. Please do not use the Parent-Teacher communication for this note. The office requires a separate note. E-mails and phone calls will not be accepted as documentation of an excuse.

**J**

**Journals** – We will use journals are a part of our writing workshop. Journals serve as an important assessment tool, as well as a means to show growth.

**K**

**Kindness** – Students in my classroom are encouraged and expected to treat others with kindness and respect. We often remind each other to “treat others how you would like to be treated.”

**L**  
**Lunch** – The children will eat lunch in the school dining room each day from 12:20-12:50. A full lunch costs $2.35. If your child would like to buy milk, it costs 50¢. You can add money directly to your child’s account. See Alston’s Ridge’s website. If you would like to join your child for lunch, just sign in at the front office before heading to the dining room.

**M**

**Media-** We will visit the school library, aka the media center, as a “Special” class. Please make sure your child takes good care of our library books and returns them the next visit in order to take out new books. **Medications** –If your child will be taking medication during school hours, you will need to fill out some paperwork in the front office. Please do not send in any medicine without contacting the front office, even cough drops. **Money** – Send in a sealed envelope with child’s name & note as to what the money is for.

**N**

**Notes** – Notes are required for the following reasons: absences/illness, early dismissal, change in transportation, or if a new adult will be picking your child up from school.

**O**

**Outside Time (Recess)** – We have 30 minutes each day for outside recess (weather permitting). Please dress your child appropriately. In case of extreme heat or cold we will have indoor recess in the classroom. Students are permitted to carry their water bottles outside with them. Make sure their name is written on the bottle.

**P**

**Positive Reinforcement** – As part of my classroom behavior management, I will be trying to "catch" students making positive choices throughout the day (raising their hand, saying kind words, working quietly, etc). Extra good behavior earns them a blue check on their calendar in their HW folder.

**Q**

**Questions** – Please feel free contact me anytime you have a question or concerns. My email is: [cmarsh2@wcpss.net](mailto:cmarsh2@wcpss.net). Open communication is important to your child’s success.

**R**

**Reading** –Reading is strongly tied to academic success. Your child is expected to read 20 minutes each night. This can be a combination of you reading to your child & your child reading to you. **Report Cards** – Your child will receive a report card for all four quarters of Kindergarten. Report cards are sent home on the last day of each quarter. **Room Parents-** Please let me know if you would be interested in being our Room Parent this upcoming school year to help organize chaperones for field trips, Gallant Gator, & volunteers for special class activities! ☺

**W  
Website** – Our grade website contains a lot of information such as quarterly standards, current kindergarten events, useful websites, and general announcements.

**X**

**Extra Clothes** – Well it doesn’t begin with an “x” but it is important. Make certain your child has an extra set of clothes in a labeled plastic bag should an accident occur.

**Y**

**Year** – Your child’s kindergarten year should be one he/she will always remember fondly and one that makes him/her love to learn. Please remember that you can always contact me if you have any concerns and would like to meet.

**Z**

**ZZZZZ’s** – Please make sure your child gets enough sleep and is well-rested for all the learning we will do this year.

Please remember that both the teacher and the parent play an important part of your child’s academic success. Feel free to contact me should you have any questions or concerns. This will be an exciting and busy year for your child. I am looking forward to it.

Thank you for your support,

Mrs. Marsh

**S**

**Shoes** –Because we do many physical activities during the day, we ask that children wear shoes with backs, Crocks are fine. No flip-flops please. Sneakers are required for gym class. **Snack** –We will have snack time each day. Please send in a small healthy treat for your child and be aware of the students with allergies in our class. **No foods containing peanuts please**. **Specials** –Our specials this year are Music, PE, Media, Art, Reader’s Theater, and Science. **Supplies** – If you would like to donate something to our classroom see my wish list posted on my class page on the Alston Ridge website. Thank you, in advance, for your generosity! ☺

**T**

**Toys** –Toys are not allowed at school.

**U**

**Units** – Many of the skills and concepts we will study this year are grouped by units.

**V**

**Volunteers** – Volunteers are very important to the classroom and school. If you can donate some of your time we would love to have you! There are many tasks for volunteers and we will try to find one that best fits your needs. **All volunteers are required to have a WCPSS background check in order to come into the classroom or attend school field trips.** This can be completed in the Media Center with your Driver’s License. Background checks are good for one year! I strongly encourage all parents to complete this background check at the beginning of the year as the approval can take a week to receive.

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