

Incident Weather Policy

The school will always be open during regular hours. School buses may not be operational if weather/road conditions warrant. Announcements to this effect are made over radio stations CHED, CFCW and CISN starting at 6:30 am.

If road conditions warrant, buses may bring students home early without prior notification. PLEASE ARRANGE FOR A SAFE PLACE FOR YOUR CHILD TO GO if this happens and if there is not normally someone at home.



Students will be kept inside the school on days when the temperature is below minus 20 degrees Celsius or if there is a cold wind.

If a parent or guardian decides to drop a child off at school on a day when bus services have been cancelled, it is the responsibility of the parent/guardian to pick the child up from school as well.

Student Dress During Winter Months

All students riding on school buses shall be required to wear winter footwear and to carry with them winter headwear and gloves or mittens from December 1st to March 1st.

A bus driver may refuse transportation to a student who is not appropriately dressed as stated above.



Camilla School Kindergarten Handbook 2017-2018

Camilla School
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Sturgeon County, AB T8R 0J3

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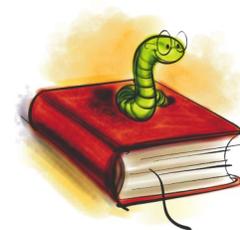
Milk Coupons



Milk coupons are optional and are available at the school office for \$1.00 each. Some parents come in and buy a sheet of 20 coupons (Cost \$20.00 -- choose white or chocolate milk) and send one coupon to school in the child's envelope. Coupons are collected first thing in the morning to be sent to the office. Your child is responsible for handing in the milk coupon at that time.

Library

The children will be going to the library once a week. Each child may take out one book which is due back the following week. The previous book must be returned before they can take out a new one. If a book is lost or damaged, the cost of the book will be charged to the parent or guardian.



Younger Siblings

Can I bring younger siblings when I volunteer or visit the classroom? In order to maintain the best learning environment, with the least amount of distraction, younger siblings are not permitted when you visit or volunteer in our Kindergarten. For insurance and liability reasons younger siblings cannot come on the class field trips.

Supplies

Your child will need to have the following supplies for Kindergarten:

- 2 large glue sticks
- 1 ½ and ½ exercise book (72 pages; ½lined/½blank)
- 1 box facial tissue
- 1 pair of inside runners, white soles please. (Velcro or slip-ons unless child is able to tie their own shoes).
- 1 large backpack (large enough to hold a library book, lunch kit, snow pants and a large 9x12 envelope)
- 1 container pump soap
- 1 box of straws (girls)
- 1 container wet ones (boys)
- 1 set headphones (no ear buds) in large ziploc bag with your child's name on it. (Dollar Store headphones are fine).



Welcome

Dear Parents:

Welcome to Camilla School and an exciting year of Kindergarten! I hope that this handbook will introduce you to our program and answer any questions you might have. The Kindergarten Program will run every day of the week.

- **K1 will attend school on Mondays, Wednesdays and some Fridays.**
- **K2 will attend school on Tuesdays, Thursdays, and some Fridays.**

It is imperative that you refer to the monthly newsletter to determine which days your child will be going to school. The newsletter will go out at the beginning of each month. Please feel free to contact me or the school administration if you have further questions or concerns. I look forward to offering a diverse and challenging Kindergarten program designed to meet your child's needs!

Sincerely,

Kindergarten Teacher
Camilla School

Kindergarten Programming Plan

Camilla School runs a full day Kindergarten Program. K1 children attend Monday and Wednesday. K2 children attend Tuesday and Thursday. Both K1 and K2 attend some Fridays each month so that the Kindergarten program can provide 475 hours of instruction per class.

The Kindergarten Program covers seven learning areas including social, physical, intellectual, cultural, creative and emotional needs of young children. The program provides a foundation for elementary schooling. The seven areas include:

- Early Literacy
- Early Numeracy
- Creative Expression
- Physical Skills & Well-Being
- Citizenship & Identity
- Environment & Community Awareness
- Personal & Community Responsibility



Classroom Philosophy

At Camilla, we believe that children need the proper atmosphere in which to grow, learn, and discover their distinctiveness. In our classroom we want to provide a safe place where children feel comfortable enough to experiment with learning, where they are not afraid to make a mistake and try again, where they feel encouraged to challenge themselves and have the desire to learn. In our classroom we recognize that every person is lovable and capable. Every person is unique. We want to learn about each other, help each other out and appreciate each other. We all have special qualities that we bring to the classroom. It is our goal to help each child continue to develop as a confident, thoughtful and well rounded person.

Newsletters

Each month you will receive a newsletter through email. This will tell about upcoming important events like field trips, make-up days (which will be at the top of the newsletter), sharing, staff meetings, LAC and Student Advisory Council (SAC) meetings, etc. We cannot stress the importance of routinely checking the school website calendar! If you do not receive a newsletter at the start of the new month, call the school and we will make sure you get it. Newsletters will give you additional information on themes, goals, projects, etc. and will keep you updated on your child's program.



Parent/Teacher Interviews

Interviews are scheduled twice yearly, November and March. However, please feel free to talk with your child's teacher at any time concerning your child's progress.

Kindergarten Mail

All correspondence will be sent via the child's envelope. As well, the children will put their finished work in the envelopes. NOTE: If your child is bringing a note or milk coupon in the morning, please place them in the envelope. There is a replacement fee of \$2 for lost envelopes.

Camilla Kindergarten Association Meetings

Camilla Kindergarten Association Meetings ("LAC") are held at the school every second month. All parents are encouraged to attend!

Allergies or Other Medical Conditions

It is important to provide the school with medical information regarding your child. This information will help us gain an awareness of such conditions as allergies, asthma, diabetes, and so on, and also help us plan snacks and activities accordingly.

Camilla promotes a nut-free environment in order to ensure that all students are safe, healthy and able to concentrate on learning. However, we cannot guarantee a nut-free environment. We caution parents of an anaphylactic child that traces of nut products can be hidden, students can fail to recognize they have nut products in their lunches, and/or students may not admit that they have nut products. If you are a parent of a child with life-threatening allergies, we need your cooperation in providing the school with current medical information in developing a plan to protect your child from danger.

Absent or Sick Days

Please call the school to let us know if your child will be absent or via email at camabsences@sturgeon.ab.ca. We assume that all children attending school are well enough to play outside at recess.

Kindergarten Birthdays

Parents are invited to bring such items as cupcakes or cookies. Parents are asked to bring the birthday snack for morning snack time, which is 9:30 am. Summer birthdays (July and August) will be celebrated during May or June.



Is my child ready for Kindergarten?

A group of “Kindergarten-ready” five-year olds is a varied bunch. They are not all the same level of maturity, and the differences among them may seem huge. But most will demonstrate the accomplishments listed below. They will most likely develop the others during the Kindergarten year. Sturgeon School Board policy is that all Kindergarten children turn 5 years old by the end of February of the school year.

Personality

The child is confident; he/she feels good about him/herself and is confident in his/her ability to succeed.
He/she is curious about their environment and motivated to learn about it.
The child is independent enough to do certain things for themselves.

Social Skills

He/she can integrate into a group, and relate to new children and adults.
The child can adapt to new routines.
The child is able to take turns and share.

Language Skills

The child can communicate effectively.

Motor Skills

The child can put on their own coat and go to the bathroom by themselves.
The child can handle a crayon or pencil comfortably, and use scissors independently.

Attention & Focus

The child can follow simple directions.
The child can listen to a story or participate in a discussion for 10 to 15 minutes.
The child can finish projects and games they start.

Other Cognitive Skills

The child can name letters and understand letter/sound relationships.
The child can name the numbers and count to 10.
The child can identify colors and shapes.
He/she can recognize and write their own name.

Kindergarten Orientation

Kindergarten children will begin with a one hour orientation. The orientation days are the first couple days at the start of the school year. You will be notified at the end of June with your orientation day.

Hours of Operation

Kindergarten hours of operation are the same as for the rest of the school. Children arrive on the bus at 8:30 a.m. Kindergarten children are taken to the buses at 2:55 p.m.

Kindergarten Registration Fees

The Registration fee covers field trips, special events and classroom supplies. This money is spent entirely on your child's program. Payment of this fee is **not** optional and is due upon registration. When fees cannot be paid all at once please contact our Vice Principal to make a payment plan. Should your family move during the year, the fee is prorated and will be refunded less a \$20.00 processing charge.

Volunteers

All school volunteers are required to get a criminal record check prior to working with the children in class, or on fieldtrips. You can do this over the summer as it often takes a few weeks in September. We provide you with a letter which there will be no charge.

Bussing

Each bus driver will delegate responsible older students to bring Kindergarten children off their bus and into the school. Kindergarten children get off the busses earlier than other students so that they can easily make their way into the school. The helpers assist the children with their outside shoes, take them to their lockers and help them with their backpacks. The teachers greet the children in the classroom. At the end of the day, the teachers ensure the children are ready to go home. We take all the children to the bus together and go out earlier than other classes. The teachers ensure each child gets on their bus safely. No older brothers or sisters are to meet kindergarten siblings to take them to the bus. The extra bodies add confusion to an already busy time of the day. If you are picking up your child after school, please phone the school office with that information. If the school is not notified, your child will be put on the bus.



Field Trips

Throughout the year, the Kindergarten children travel to several "out of school" places which will enhance their learning and extend upon the topics covered in class. These trips are fully funded by the Kindergarten program fees. The program fees also cover speakers, classroom supplies and other activities.

Parent supervisors are needed on these trips information will be in the newsletters. Criminal record checks are required for all volunteers.

Snacks and Lunches



Please provide a healthy item for morning snack and remember snack time is only ten minutes. Lunch is from 12:00 pm to 12:15 pm. Please send a healthy and balanced lunch for your child, ensuring that it is a realistic amount for them to eat.