

Highland Park Elementary School

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June 2024

Dear Parents/Guardians of our littlest students,

Welcome to Highland Park Elementary Kindergarten!

The following is intended to provide you with information about gradual transition times in September for kindergarten students. **Full days for all other students begin on Thursday, September 5th, 2024. However, there are many part days of kindergarten leading up to their first full day.** This allows the children to attend in smaller groups and for shorter periods of time, so they gradually get used to being at school and following school routines. We have found that this process helps support a smooth and successful transition into Kindergarten. Once students begin coming to school for full days, **Highland Park KINDIE hours are 7:57 to 1:50**, Monday through Friday. Regular school dismissal is at 2:00, **but Kindie Pickup is 1:50, out FRONT by the benches.** Your child's teacher will inform you of pick-up protocol.

Gradual entry will begin on **Thursday, September 5th for all KINDIE students.** The students have been randomly divided into 2 groups. Please check the list at the end of this letter for your child's name so you know which group he/she is in. Please note that we have not put the children in their set classrooms yet, as we still need to confirm numbers in all the grades (K-5) before this can be completed. By Friday September 13th, you will be informed as to which classroom your child will potentially be placed in for the school year. Your child's teacher will contact you.

Gradual Entry will look like this: For gradual entry days, please meet Teachers at the front of the school, by the Main Door Benches. Students will be introduced to teachers, have a chat, and will go into the school as a group. Parents are welcome to bring a coffee and visit outside on these first short days. (This time goes by very quickly! Never fear!)

NOTE: There is **A LOT** of start-up information. **Please save this letter.**

***It is your GUIDE.**

Please see SCHEDULE on following page.

Group One – for students with LAST name starting with A – L

Group Two – for students with LAST name starting with M – Z

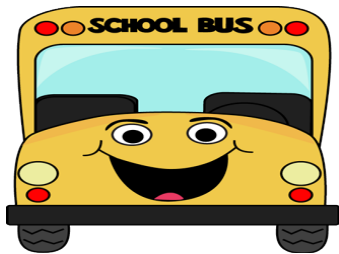
This grouping is NOT your placement for the school year. We will inform you of your child's class placement by Friday, September 13th.

The purpose of Gradual Entry is that we, as a **TEAM**, (Teachers, Principal, LRT, and Speech Pathologist) create classrooms that are as balanced as we can make them.

GRADUAL ENTRY SCHEDULE FOR September 2023

Monday Sept. 2	Tuesday Sept. 3	Wednesday Sept. 4	Thursday Sept. 5	Friday Sept. 6
Labour Day – NO SCHOOL	Teachers in Session	First day of school for everyone EXCEPT Kindergarten. *Last year's classes, until further notice.	Meet the Teacher OUTSIDE *Group 1 - 8:15-9:15 *Group 2 – 10:15-11:15 DO NOT BRING SNACK OR SUPPLIES	Meet the Teacher OUTSIDE *Group 1 - 8:15-9:15 *Group 2 – 10:15-11:15 DO NOT BRING A SNACK OR SUPPLIES
Sept. 9 Group 1 - 8:15 to 9:15 Group 2 – 10:15-11:15	Sept. 10 ALL KINDIE STUDENTS 8:15-10:45 * Bring a snack	Sept. 11 ALL KINDIE STUDENTS 8:15 to 10:45 * Bring a snack	Sept. 12 All K Students 8:15 to 11:20 * Bring a Snack AND Lunch	Sept. 13 All K Students 8:15-11:20 * Bring a Snack AND Lunch * Parents will be notified of Class Placement
Sept. 16 7:57-1:50 Full day kindergarten * Bring snack and lunch BUSSING for kindies begins. BRING SUPPLIES NO LABELS on Supplies	Sept. 17 7:57-1:50 Full day kindergarten * Bring snack and lunch	Sept. 18 7:57-1:50 Full day kindergarten * Bring snack and lunch	Sept. 19 7:57-1:50 Full day kindergarten * Bring snack and lunch	Sept. 20 7:57-1:50 Full day kindergarten * Bring snack and lunch

Beginning IMMEDIATELY, September 5th, the Kindergarten Teaching Team will meet the kindergarten children in front of the main office doors in the mornings. Kindergarten teachers will bring your child back to you at the front of the school. **It is crucial you are on time for drop off and pick up due to traffic concerns.**
Thank you so much.



On Monday, September 16th BUSSING for kindergarten students will begin. A Supervisor will meet & direct them when they get off the bus. Parents, please arrange transportation for your child. If you live on a BUS route and need clarification regarding pick up and drop off times and locations, you may contact the **Transportation Department at 250-546-1922**. It is essential that you take your child to the bus in the morning and meet your child at the bus stop after school.
*The bus drivers are **NOT ALLOWED** to drop kindergarten children off without a parent/older sibling, friend etc. to meet them. They will be brought back to the school.

FULL TIME KINDERGARTEN STARTS...

Beginning on **Monday, September 16th**, all children will attend school, regular kindergarten will be in effect, and kindergarten students will be with their classroom teacher. **The first bell is at 7:57am. Please do not be late as your K Teachers are meeting the Kindies at the front of the school for the first while. Look for your child's Teacher/Cone marker. Also, notify your child's teacher and/or the office if someone else will be picking up your child (introduce them to the teacher, if possible). We are very protective and will not let your child go with someone that we don't recognize or if we have not been notified of a change.**

Kindergarten Expectations & Supplies

***Please DO NOT send supplies until your child's first full day.**

DO NOT LABEL supplies, Please **LABEL THE BAG THEY COME IN.**

1. Indoor **running shoes** (not sandals or slippers) with **Velcro closing (so important!)**
2. One **large backpack** – must be able to hold a large library book
3. ***Additional fees*** may be requested during the school year for special activities (field trips, special art supplies, parties/snacks)
4. Daily lunch and snacks for your child – **No candy, juice boxes or pop please** (if your child has special dietary and health concerns, please let your child's teacher know)
5. PLEASE send a **WATER BOTTLE** your child can manage. We do not drink out of our class taps, and they need a bottle to fill at the water station.
6. Parents received a **SCHOOL SUPPLY LIST** at Kindie Orientation. If you did not receive a list, one is attached. You can also get one at the office.
7. **Please pay your school fees at the office.**



8. Ensure your child can put on their own shoes. **NO LACES** please and thank you, unless they can tie them. The children need to be able to dress themselves as much as possible. We are always encouraging **Independence**.



9. **PLEASE LABEL ALL SHOES, EXTRA CLOTHES, COATS, SNOW PANTS & WATER BOTTLES!!!** (Yes, we do end up with 4 kids in the same snow pants!)

We look forward to working with you!

Sincerely,

Your Enthusiastic Kindergarten Teaching Team