



# WELCOME TO OUR CLASS!!

Hello Preschool Families,

I'm looking forward to getting to know your child and family! Here is your packet for the beginning of the year. It includes information about our classroom, supplies, procedures and more. Thank you so much for your help in making this year a success!

Use the checklist below to ensure you understand all the information:

Dress Code \_\_\_\_\_

Drop off and Pick Up Procedures \_\_\_\_\_

Important Reminder \_\_\_\_\_

Lunch & Snack info \_\_\_\_\_

Backpack Required \_\_\_\_\_

Parent/Teacher/School Communications \_\_\_\_\_

Supplies \_\_\_\_\_

## Dress code Requirements & Other Pertinent Info

**Preschool students wear their P.E. uniform.**

**Fall/Spring**: Green mesh shorts with St. Michael imprinted, gold t-shirt with St. Michael name, and plain white socks. **\*Sneakers are required for safety purposes.**

**Winter**: Green sweatpants and green sweatshirt, both with St. Michael school name imprinted on them, gold t-shirt with St. Michael name, and plain white socks. **\*Sneakers are required for safety purposes.**

\*Sneakers or tennis shoes are required for playground equipment and to participate in gym.

*Please: LABEL ALL CLOTHING WITH STUDENT'S FULL NAME.*

### Other Important Info:

- \*In case of a spill, paint, rips or tears, preschool students must have one full set of change of clothes to keep at school, including underwear, white socks, weather appropriate top and pants. Store in a sealed plastic bag labeled with the child's first and last name.
- *Regardless of the season, the classroom temperature may be cool so please send in a uniform sweatshirt that your child can wear/remove as needed.*
- \*ALL PRESCHOOL STUDENTS MUST BE 100% POTTY TRAINED. No Pullups are allowed at school. Sorry, but we cannot make any exceptions.





## **Arrival and Dismissal Procedures**

**Arrival 8:00 – 8:30am:** Due to construction, you will have to enter St. Michaels through Pine St off of Backlick Rd. Proceed down past the church and curve around to portico (preschool drop off area) at the Jr building. You must remain in your vehicle until a teacher receives your child. **Please do not take your child out of the vehicle due to safety concerns.**

**Pickup 3:00pm:** Preschool students will be escorted by teachers for dismissal at the side door directly across from the small playground. Parents will park directly in front of the playground in a single file line, walk up to the gate and meet/receive their children from teachers. If your child has not been picked up by 3:10 pm they will be escorted to the main office for dismissal. **No exceptions.**

**Half day students (only) Pickup:** Students leaving at 11:45am will be dismissed from the portico across from the church. Dismissal is at 11:45am sharp. Any child not picked up at 11:45am will be walked over to the main office for dismissal. **No exceptions.**

**\*\*Early Release Days (Schoolwide):** All students (half day and full day) will be dismissed at 11:45 am from the doors directly across from the preschool playground. If your child has not been picked up by 11:55 pm they will be escorted to the main office for dismissal. **No exceptions.**

**\*All arrival/dismissal procedures subject to change due to construction.**





Parents, please remember, Morning Dropoff and Afternoon Pickup are not the appropriate time for questions and/or discussions with teachers. We must keep the parent cars moving, especially with the construction on the campus roads. If you have any questions or concerns for your teachers, please email them or message them in ClassDojo. They will respond within 24hours.

## Preschool Lunch and Snack info



All preschool students are required to bring lunch to school daily, preferably in a reusable lunchbox. Please be sure to include all necessary plastic utensils, reusable water bottle, napkin etc. No microwave is available for preschool use. Remember, we are a peanut free classroom.

**\*Allergy restrictions are done on a class-by-class basis. Your teacher will provide information regarding a list of prohibited foods.**

We will provide students with two snacks daily.

### PRESCHOOL SNACK SCHEDULE

MONDAY	Goldfish Crackers / 100% Apple Juice
TUESDAY	Fruit Snacks / 100% Apple Juice
WEDNESDAY	Animal Crackers / 100% Apple Juice
THURSDAY	Graham Crackers / 100% Apple Juice
FRIDAY	Pretzels / 100% Apple Juice



## Preschool Backpacks

Children must bring in a regular sized backpack each day. It must be big enough to hold the following items:

- Yellow Folder
- Lunchbox
- Reusable Water bottle filled with fresh water and with name label
- Rollee Pollee Nap Sac (comes home on Friday to be washed & sent back to school every Monday)
- Show and Tell Item (Only on scheduled day)
- Small stuffed animal for nap time, optional

Please note, children should not bring in toys from home or other items like (except on show and tell day). Our classrooms are packed full of items for your child to explore and discover!

\*Parents are required to provide a Rollee Pollee Nap Sac. Nap Sacs can be purchased through the links provided in supplies.

YES!



NO!



## **School Communications**

**Daily Folder** - Preschool students are provided with a daily folder that will provide all important information and communications, such as announcements, class work etc.

Communications from the Teachers/Director/ Principal will be included in the daily yellow folder. Afternoon pickup is not the appropriate time for discussions with teachers. If you have any questions or concerns for your teachers, please email them or message them in ClassDojo.

Parents will utilize the yellow folders for returning forms and notes to teachers.

The yellow folder will be sent home/returned to school daily. Please check your child's folder each day and return it to school via your child's backpack.

**ClassDojo** is an app we are adding to our parent teacher communications. You will be invited by your teacher through email.

Teachers will be permitted to respond to ClassDojo after parent pickup (3:10pm). They will not have access to this app until children have gone home for the day.

For all time sensitive concerns or emergencies, please contact the main office @ (703)256-1222.

**Teacher Weekly e-newsletter**

**Director's Monthly News**

## SUPPLY LIST

*All school supplies (paper, crayons, paint, pencils etc) are provided by St Michael's for our preschool students.*

Parents' supplies to send to school include:

Paper Towels	3 Rolls
Antibacterial Wipes (For face and hands)	2 Packs
Tissues	4 Boxes
Sandwich size Ziplock bags	1 Box
Quart size Ziplock bags	1 Box
Gallon size Ziplock bags	1 Box
Printer Paper	2 Reams
Expo dry erase markers	1 Package
Rolle Polle Nap Sac (Elastic Bands) <a href="https://rollepollee.com/category/rolle-pollee-nap-sac/">https://rollepollee.com/category/rolle-pollee-nap-sac/</a>  Amazon: <a href="#">Rolle Pollee Nap Sac</a>	1 (any color)





## **Typical Day in Preschool**

8:00-8:20 Arrival

8:30-8:50 Circle Time

9:00-10:30 Centers/Small Groups/Specials

10:30-11:00 Snack

11:00-11:30 Outside Time

11:45- Early Dismissal/Storytime

12:00-12:30 Lunch time

12:45-1:45 Nap Time

1:45-2:15 Outside time

2:15-2:40 Centers/Science/Social Studies

2:40-2:55 Closing Circle/Pack up

2:55-3:00 Dismissal

***\*\*Please note, we take frequent bathroom breaks throughout the day. The class schedule is subject to change as Specials times and outside times vary from class to class.***