



# The Prekindergarten (PreK) Program at Holland Hall

2020-2021

Dear Families,

Welcome to the Holland Hall Prekindergarten (PreK) program with Lara Koch, Mallory Roark, and Hannah Tranberg. We are looking forward to this new school year! The teachers will provide specific schedules, curriculum information, and individual classroom needs at Open House and during our initial parent conferences.

## BEGINNING OF THE YEAR SCHEDULE

Thursday	August 13	8:00 am - Noon	<b>Open House</b> Parent conferences in the afternoon
Friday	August 14	9:00 am - Noon	<b>First Day of School</b> Pick-up is before lunch. Please note that there will be lots of traffic during pickup on these days. Virtual parent conferences in the afternoon.
Monday	August 17	8:55 am - 2:45 pm	<b>Begin Full Day</b> Lunch begins.

## PARENT QUESTIONNAIRE AND PREKINDERGARTEN CONFERENCE SIGNUP

Please complete the questionnaire you will receive via email from our parent coordinator, Camille Fazel. We need the information before our first conference. Virtual conferences will be held Thursday and Friday afternoons on August 13-14. Please sign up for the first parent-teacher conference by writing your name in your teacher's schedule. This document will be sent to you the week before school starts. The date of your conference on the schedule will be the link to the Google Meet.

## OPEN HOUSE

Families and children are invited to visit their classroom on **Thursday, August 13 between 8:00 am and noon at the hour designated for your last name.** Your child will meet his/her teacher and assistants and see the classroom. Hopefully, this introduction to the classroom will help prepare your child for the first day of school.

Time	Last Name Begins With:
8:00-9:00	A-F
9:00-10:00	G-K
10:00-11:00	L-Q
11:00-12:00	R-Z

## **ARRIVAL AND DISMISSAL**

Each child will be assisted from his/her car beginning at 8:55 am until 9:10 am. Please have your child ready to get out of the car with his/her backpack on. They will be assisted by teachers through the cam and toward their class. They may put on a mask after going through the cam. If they do register high (such as from being hot outside), they will be directed to a cool-down area to wait a few minutes before going through the cam again. If they still register with a high temperature, a parent will be called.

PreK dismissal is at 2:45 pm. It is important that children are picked up on time; therefore, we encourage you to be at school and in the car line before 2:40 pm, ready to pick up your child at dismissal time. If your child is not picked up by 3:00, your child will be walked down to the extended day program and should be picked up there. **PLEASE REMAIN IN YOUR CAR**, and a teacher will escort your child to the car. The teachers are required to put children in the cars from the inside lane (closest to the porch). Please plan on pulling forward or parking to buckle your child in his/her car seat. Please forward this information to anyone who is picking up your child during the school year. A map and complete dismissal instructions will be provided during Open House.

## **EXTENDED DAY PROGRAMS**

Extended Day Programs are available from 7 am to 6 pm. For more information, please check the Holland Hall website.

## **PARENT/TEACHER COMMUNICATION**

Holland Hall uses an online learning management system called PowerSchool Learning for communication with our students' families. We post all of our monthly newsletters, lesson plans, daily schedules, events, and units of study to help keep families informed of our curriculum. Parents are expected to check this regularly for updates. This should be available after the first few weeks of school. We will give you more information about this as it becomes available.

## **WATER BOTTLES, SNACK, and LUNCH**

Please send a filled water bottle daily. Students will only be drinking from their own water bottle. We will have a bottle-filler to provide refills.

The children should bring one healthy snack each day that they can open and eat on their own, such as Goldfish crackers, pretzels, cut-up fruit, etc. Please pack it separate from the lunch box. Due to allergies, we request that this snack be a nut-free (tree nuts and peanuts) product. Please read the ingredients carefully, including the allergy warnings such as "MAY CONTAIN..." or "MANUFACTURED IN A FACILITY THAT PROCESSES ..." In PreK, the children share materials (**not food**) and table space, so we have to be very careful of cross-contamination for these severe allergies. We take other precautions for these children that we will discuss at the initial conference with their parents. Please send an additional snack if your child attends aftercare.

Children should either bring their own lunches, including a drink, or purchase a school lunch. You can look at the Flik menu with your child and choose the days for school lunch. If your child does not have a lunch in their backpack, a lunch will be ordered from Flik for your child, and your account will be debited. If sending a lunch, **please send it with your child as lunches may not be dropped off later.**

Because we eat in a classroom area, please do not send soda pop or liquids that stain, such as purple grape juice or Kool-aid. We do allow peanut butter at lunch, but we need a note on the outside of your child's lunch box that indicates there are nuts present in the lunch.

Please put your child's name on his/her lunch box, containers and lids, or any item that you want returned. We also would appreciate you packing any utensils or condiments your child will need. It is necessary for us to restrict the packaged Lunchables to the meat, cheese, and cracker variety for convenience. Please **do not** send the Lunchables that require assembling such as pizza, burritos, tacos, etc. because they are messy, time-consuming, and difficult for PreK children to prepare. If your child prefers peeled fruit, please prepare it at home.

If you choose to send microwavable items, you may do so beginning the week of August 19. Please limit these items to things that require a heating time of one minute or less. These items will be warmed up if they are in a separate container without other foods that cannot be microwaved. Please do not send microwavable food in tin foil or containers that cannot be microwaved.

### **SCHOOL BACKPACK**

In order to help the children (and their teachers) keep belongings together, we would like for all children to have a **REGULAR** size backpack that can easily hold a folder, lunch box, and a set of extra clothes. When purchasing a backpack, please help your child choose one that he/she can zip. ***We ask that backpacks not be on wheels due to limited space.***

### **REST**

Each day, we have a 20 - 30 minute quiet time to allow the children to relax before our afternoon activities; however, the children are not required to sleep. We will provide a yoga mat for your child to rest on. These mats will be cleaned daily. We ask that the children not bring stuffed animals, blankets, or other accessories (i.e. pillows) for rest.

### **UNIFORMS**

Please refer to the Holland Hall website for uniform requirements including shoe guidelines. Our shoe requirement states that children wear a sturdy, low-heeled **athletic shoe**. No light-up shoes, please. We also ask that your child wear shoes with **Velcro**. We ask that all girls wear gym shorts/bike shorts under jumpers and skirts in order to help them be more comfortable on the playground and in P.E. **Label** all clothing articles brought to school, especially mittens, hats, sweaters and coats. This is the only way we can be sure they get home with the owner. It is important that each child has an extra set of uniform clothes (uniform shirt, underwear, socks, and, depending on the season, navy shorts, pants, or plaid skort or jumper) in case of bathroom accidents, spills, or mud puddles! Please put these in a Ziploc bag with your child's name on it. We will keep these in your child's backpack for quick access. **Please do not send children with umbrellas or jewelry.** Socks must be a solid color. Leggings and tights should be a dark solid color. Headbands or bows must be a solid color or with the HH uniform pattern.

### **DUTCH DAYS AND FREE DRESS DAYS**

On Fridays we have Dutch Day. On Dutch Day, the children may wear any clothing that features red and white or Holland Hall (jeans are acceptable). On a Free Dress Day, the children may wear clothing of their choice as long as it is appropriate for school activities.

### **TOILET TRAINING POLICY**

Children enrolled in PreK should be toilet trained. If your child is still wearing pull-ups or having frequent accidents, we will need to make arrangements with the Head of the Primary School, Mrs. Jones, for a later entry date.

### **LIBRARY**

Prekindergarten has its own library for student use during the school year. We are very excited to have the opportunity for our young students to learn the responsibility of checking out books and the joy of taking them home for reading! This procedure will begin in October.

### **VISITING**

This year in order to promote best health and safety practices, parents will be unable to enter the school. If you want to speak to your child's teacher, please feel free to call or email, or schedule a virtual conference.

### **HOLIDAYS**

We have ecumenical celebrations at school. The children will be active participants in planning and preparing for these celebrations. We want to recognize and learn about the different celebrations that are a part of each child's family heritage. We would love for you to share with us the heritage of your family virtually.

### **FIELD TRIPS**

Due to Covid-19, the number of field trips this year may be limited or canceled altogether. We will provide further information as it becomes available.

See you at the Open House on Thursday, August 13, between 8:00 am and noon. Please see the above chart for your designated time.

We are looking forward to a wonderful year!

**Lara Koch, Mallory Roark, and Hannah Tranberg**