



Junior K Information

Communication: Each child receives a communication folder, please check this folder daily for important information and return it the following school day. Things you will find in the folder include permission forms, activities calendars, newsletters, monthly health assessments, notes, homework assignments, and completed projects. If you wish to relay information to me, please write notes in the folder as I check each folder every morning. If you have an event that needs my attention during the school day, please call the office at 703-393-2345 to get the information to our classroom. Outside the classroom door, we post calendars, newsletters, upcoming special events, and our daily schedule. You may also access information at umcgrace.org/gclc for school updates and classroom calendars and newsletters. I also email the monthly calendars and newsletter. My email is Sharon_haugh@hotmail.com. I check email in the morning, after school and in the evening.

Backpack: Please be sure your child has a backpack large enough to fit the 9x12 communication folder we will be sending home and a complete change of clothes appropriate for the season.

Water Bottle: Lots of water is essential for healthy growth and development. Please be sure your child has a water bottle each day filled with fresh water. We will re-fill it as necessary throughout the day and then send it home each afternoon.

Lunch Boxes: Please be sure to include ice packs in lunch boxes when transporting items that require refrigeration. Don't forget to pack necessary condiments, straws, and utensils. Please note that we will not be able to heat lunches so hot lunch must be heated at home and put into a thermal container.

Snacks: Please pack a morning snack and afternoon snack for your child. Some good ideas for easily portable snacks are:

1. Yogurt or Gogurt with graham crackers
2. Goldfish or cheezit crackers plus a protein
3. Cheese and crackers
4. Beef sticks or pepperoni with string cheese
5. Half a sandwich (**no peanut butter** please but other nut butters and sunbutter are ok)
6. Fresh fruit or fruit cups

7. Pudding cups with teddy grahams

Field Trips: If possible, we will schedule educational field trips throughout the year. For these trips, we need parent chaperones and drivers. I will give as much notice as possible for upcoming trips.

Classroom Supplies: Most supplies are ordered through the school office but each year I find I have an additional need for:

1. tissues during allergy and cold season
2. disinfectant wipes
3. playdough, store bought or homemade
4. dry erase markers for handwriting practice
5. baby wet wipes for messy faces and hands
6. scratch paper and unwanted stationary for drawing and writing
7. unwanted happy meal toys or party favor toys for treasure box

Birthdays: Throughout the year, children may wish to bring a **non-edible treat** for each student to celebrate his or her birthday. If your child has a summer birthday, please feel free to celebrate in the beginning of the year, end of year, or half year.

Class Parties: We may have parties to celebrate holidays or other occasions. I will send a sign up genius for such events.

Conferences: For each conference date, I will post a sign up genius with available time slots. Conferences can also be requested at any time throughout the school year. I am available each school day 8 to 9 am and after 2:30 pm. I am happy to meet with you in person or hold a telephone conference.

Portfolios: Throughout the year, we will collect samples of the children's work to collate into a keepsake portfolio. The portfolio demonstrates the children's skills and creativity at this precious time in their education.

Homework: At times I will send home some activities to gain extra "fun" practice on skills we are working on in class. Parents can help each day by reading to your children, counting with them, practicing name recognition and writing, and providing plenty of opportunities to explore and learn.

Discipline Policy: We use positive reinforcement and redirection to guide and encourage positive behavior. Mystery student is one way in which we achieve this goal. Each day a student's name is picked from a jar and that student gets to pick a prize from the treasure box. We rotate the students so each student gets the opportunity to be mystery student about once or twice a month. Redirection is another tool we use to encourage positive behavior. For example, if a child is having difficulty with another student or following teacher directions, we redirect the child to a different activity or to another group. Sometimes a child just needs to be removed from a situation (time out) to calm down. After a few minutes away from the group, the child is welcomed back into the activity.