

2023-2024 Kindergarten Handbook



WELCOME TO YOUR SCHOOL!

The Hempfield School District's kindergarten program is designed to aid in the development of the whole child – intellectually, physically, socially, and emotionally. Because each child is different in a variety of ways, kindergarten instruction is carefully organized to provide for the individual needs and stages of development. Kindergarten also helps each child acquire the good habits that are necessary for success in school.

This handbook is designed to help make the step to kindergarten a more natural, easy and a happy experience for both parents/guardians and children. Since two-way communication is vital to a child's successful school experience, please contact the school whenever questions or concerns arise. Working together can provide what is appropriate and necessary to ensure success for your child.

Should you have any questions regarding our kindergarten experience, please feel free to contact your child's respective teacher or principal.

We encourage families to watch the [Welcome to Hempfield School District - Kindergarten video](#) to start your countdown to kindergarten at Hempfield!

Welcome to the Black Knight Family!



Kindergarten Checklist

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Make sure your child is ready for kindergarten! Please review the required items for registration and additional suggestions to make this transition an exciting time for you and your child.

Before School Begins

Registration

Prior to registering your child for kindergarten, parents/guardians should review the items included in the following checklist. Additional suggestions are also provided in order to assist you in preparing your child for the kindergarten experience. Please note the items listed under Documents Required are necessary before any child may enter our schools. The Hempfield School District uses an online student registration program, which allows parents/guardians to input student information and upload forms for review from any web-hosted location.

Documents Required for Registration:

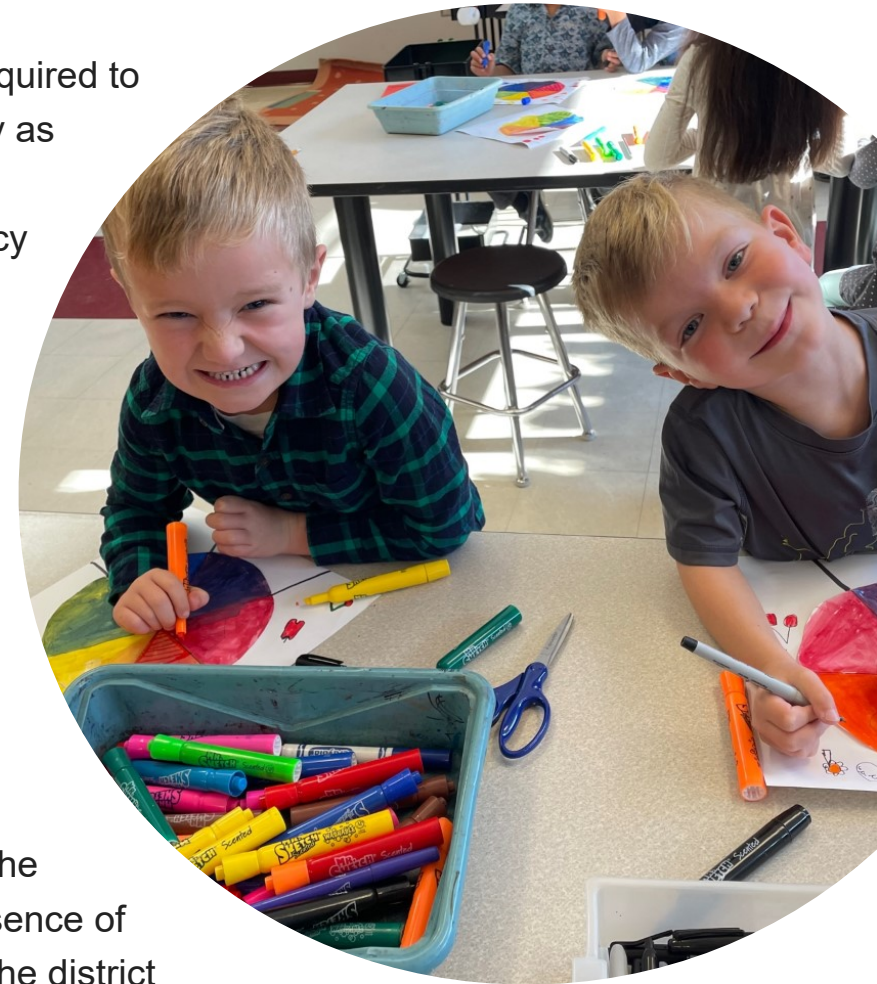
- **PROOF OF RESIDENCY** – Provide a copy of a recent district or county tax bill, rental/lease agreement, or deed.
- **BIRTH CERTIFICATE** – Children who will be five (5) years of age before September 1 may enroll in kindergarten.
- **HEALTH-IMMUNIZATION FORM** – PLEASE make sure your child's immunization record is complete and up-to date. By state law, a child **CANNOT ENTER SCHOOL WITHOUT IT.**
- **PHOTO ID** – Provide a photo ID of the person legally authorized to register the child.

Proof of Residency

Parents/Guardians are required to provide proof of residency as part of the registration process. Proof of residency may be established by providing a copy of any of the following: a deed, a rental/lease agreement, school or county tax bill.

Custody Agreements

In the event of a shared custody arrangement, please include a copy of the custodial order. In the absence of a court order of custody, the district has a custodial affidavit that can be generated, but can only be used for educational purposes.



Physical Exams and Immunizations

The state of Pennsylvania requires all school-age children to have a physical examination upon entry into school. This examination may be completed within the 12 months before school starts, or during the first year in school for “entrance to school” physical exam. If completed by your child’s physician, the examination is done at your expense. The school physician will examine your child at school if you prefer, free of charge. The school physician cannot provide immunizations. If any immunizations are required, arrangements to receive them should be made with your child’s physician or at a local immunization clinic.

The following immunizations are the PA immunization regulations for school attendance in ALL GRADES in the 2023-24 school year. All doses must be properly spaced in order to be counted as valid.

- 4 doses of tetanus (1 dose on or after the 4th birthday)
- 4 doses of diphtheria (1 dose on or after the 4th birthday)
- 4 doses of polio (1 dose on or after the 4th birthday)
- 2 doses of measles, mumps and rubella
- 3 doses of hepatitis B (each dose properly spaced for the full series)
- 2 doses of varicella (chickenpox) or evidence of immunity

On the first day of school, unless the child has a medical or religious, philosophical exemption, a child must have had at least one dose of the above vaccinations or risk exclusion. If a child does not have all the doses listed above, needs additional doses, and the next dose is medically appropriate, the child must receive that dose within the first

five days of school or risk exclusion. If the next dose is not the final dose of the series, the child must also provide a medical plan within the first five days of school for obtaining the required immunizations or risk exclusion.

The above immunizations can be obtained by visiting your family physician or the State Health Center (717-299-7597).

Dental Exams

The state of Pennsylvania also requires all school-age children to have a dental examination upon entry into school. Like the physical exam, the dental examination may be completed within the twelve months before school starts, or during the first year in school for “entrance to school” exams. If completed by your child’s dentist, the examination is done at your expense. If you are unable to obtain a dental exam for your child, a dental screening can be arranged for your child at school, free of charge. Please contact the School Nurse for additional information.

Health Screenings

Schools are required to provide health services for all enrolled students. The health team will screen your Kindergarten student for vision, hearing, and growth (height and weight). You will be notified of results, as well as any concerns indicating need for further evaluation. If you prefer that your child does not receive health screenings at school, please notify the School Nurse.

Any questions regarding health requirements should be directed to the nurse in your child’s building.

Building Phone Numbers

- Centerville Elementary School - (717) 898-5575**
- East Petersburg Elementary School - (717) 569-1211**
- Farmdale Elementary School - (717) 898-5595 | (717) 684-2206**
- Landisville Primary Center - (717) 898-5519**
- Mountville Elementary School - (717) 285-5501**
- Rohrerstown Elementary School - (717) 299-7126**

Kindergarten Readiness Skills

Is your child ready for kindergarten? Listed below are skills we will work on throughout kindergarten. Working on these areas at home may help your child be prepared. All children progress at different rates.

Language & Communication

- Knows and says first and last name
- Uses complete sentences when speaking
- Expresses frustration/anger with words
- Follows two to three-step directions
- Understands questions and responds to them

Pre-Reading/Literacy

- Matches some letters to sounds or sounds to letters
- Recognizes own name when it's written or typed
- Writes own name and can identify the letters in his/her name
- Recognizes rhyming words
- Listens to stories/books
- Holds a book correctly
- Can use cover and pictures to talk about a book
- Plans and tells, draws, or writes a story



Math

- Counts from 1 to 20
- Knows written numbers from 1 to 10
- Identifies basic shapes
- Identifies colors

Behavioral

- Able to initiate and participate in school tasks
- Usually able to follow rules and multi-part directions
- Understands right and wrong, takes ownership for actions
- More independent and able to take on more responsibilities at home
- Sticks with chosen activities, even when they get hard

Self Care

- Responsible for personal belongings
- Uses the bathroom without help (includes washing hands)
- Gets dressed on own, sleeps in own bed at night, brushes teeth

Fine Motor

- Traces lines and basic shapes (square, circle, etc.)
- Is able to copy basic shapes and lines
- Holds a writing utensil with a non-fisted grip
- Uses scissors to cut on lines and around shapes/simple objects

Social

- Able to play with others as well as alone
- Able to interact appropriately with other children
- Able to share/take turns/wait for turn
- Able to wait for adult attention

Emotional

- Separates from caregiver easily or without undue stress
- Knows own preferences and abilities
- Can suggest simple solutions to conflict
- Can follow rules and routines

Resource: https://www.wcasd.net/cms/lib/PA02203541/Centricity/Domain/1050/Readiness_Final_1.20.17.pdf

My Attitudes are Important, Too!

Attitudes and Practices Are Important

Much of a child's attitude towards school and learning is formed before reaching kindergarten. The attitudes and practices of parents/guardians are crucial, because you're the most important people in your child's life.

Children learn in many ways. One of the most prominent is by modeling behaviors and attitudes of those important to them. For example, reading is more likely to be important if a child has seen reading material around the house, observed adults reading, and has been read to frequently.

If a child sees parents/guardians deal with new situations openly and calmly, coming to kindergarten will more likely be viewed positively. Are adults' attitudes important? Indeed, they are! Remember – you are your child's first...and most important...teacher!



Hours & Transportation

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**Hempfield School
District provides AM and
PM Kindergarten
sessions. This chapter
will provide more detail
on these sessions and
student transportation.**

Hours & Transportation

Kindergarten Sessions: AM and PM

A.M. Session: 9:00 - 11:45 a.m.

P.M. Session: 12:45 - 3:30 p.m.

Children in the morning session may enter the school at 8:40 a.m. Students should not arrive prior to 8:40 a.m. as no adult supervision is provided prior to that time. Children in the afternoon session should not arrive more than 5 minutes before the opening of the session, since there will be no supervision before 12:40 p.m.

Transportation to and From School

Kindergarten students living in areas now serviced by buses will be transported one way. Parents/Guardians are responsible for transporting children one way.

Buses will pick up AM students in the morning and transport them to school. Make sure a reliable person takes your child to the bus stop. Bus riding can be one of the most anxious first time experiences of the kindergarten year.

Parents/Guardians of students assigned to the afternoon session will be responsible for transporting their child to school. Buses will transport these students home in the afternoon. Students of all ages are permitted to exit the bus at their designated stop without a parent or guardian present.

Students may only use the bus and bus stop to which they are assigned.

Transportation Changes

If it is necessary for your child to be dismissed from school early, please send in a note for that day. Indicate on the note the time you, or an emergency contact, will pick up your child. Excuse booklets can be obtained from your child’s teacher or the school office.

If your child arrives late at school, please bring them to the office to sign them in. We can then change the absence to a late arrival. Be sure to provide an excuse note upon arrival.



Attendance & Absences

**Please use this section to
learn more about the
Hempfield School District
Attendance Policies.**

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Attendance & Absences

Attending Kindergarten

Regular attendance and punctuality are important. Children will learn that school is “their job” and that they have something important to do. Consistent attendance is necessary for the learning process to be effective.

Absences

If it is necessary for your child to be absent from school, within the first three days of his/her return to school, send in an excuse form or handwritten note to the teacher stating the student name, the date, and reason for the absence. Please be sure your child knows to turn the note in to his/her teacher right away. Notes after the three days will result in an unexcused absence. If you will be taking your child away for an extended time, a pre-approved absence form must be secured in advance either from the school office or online from the district website <https://www.hempfieldsd.org/attendance>

For the benefit of all children attending school, please keep your child home when the following symptoms are observed: an acute cold, swollen glands or sore throat, skin rashes or sores, pink eyes, abnormal temperature, general signs of illness, such as: vomiting, ear ache, headache, listlessness or weakness. Remember to consult with your physician when in doubt. Children should not return to school until their temperature has returned to normal.

Compulsory School Age

The compulsory school age in Pennsylvania requires all students to begin school no later than age 6 and attend school until age 18 or until graduation.



Delays & Early Dismissals

On days where the district is observing a delay or early dismissal, please use the following schedules.

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Delayed Openings or Early Dismissals

Delayed Openings

When school is delayed two hours due to inclement weather, both sessions of kindergarten will operate on the following schedule:

- A.M. Session: 11:00 a.m. – 12:55 p.m.
- P.M. Session: 1:35 p.m. – 3:30 p.m.

Scheduled Early Dismissals

Periodically throughout the school year there will be days when early dismissals are scheduled. On these days, both sessions of kindergarten will operate on the following modified schedule:

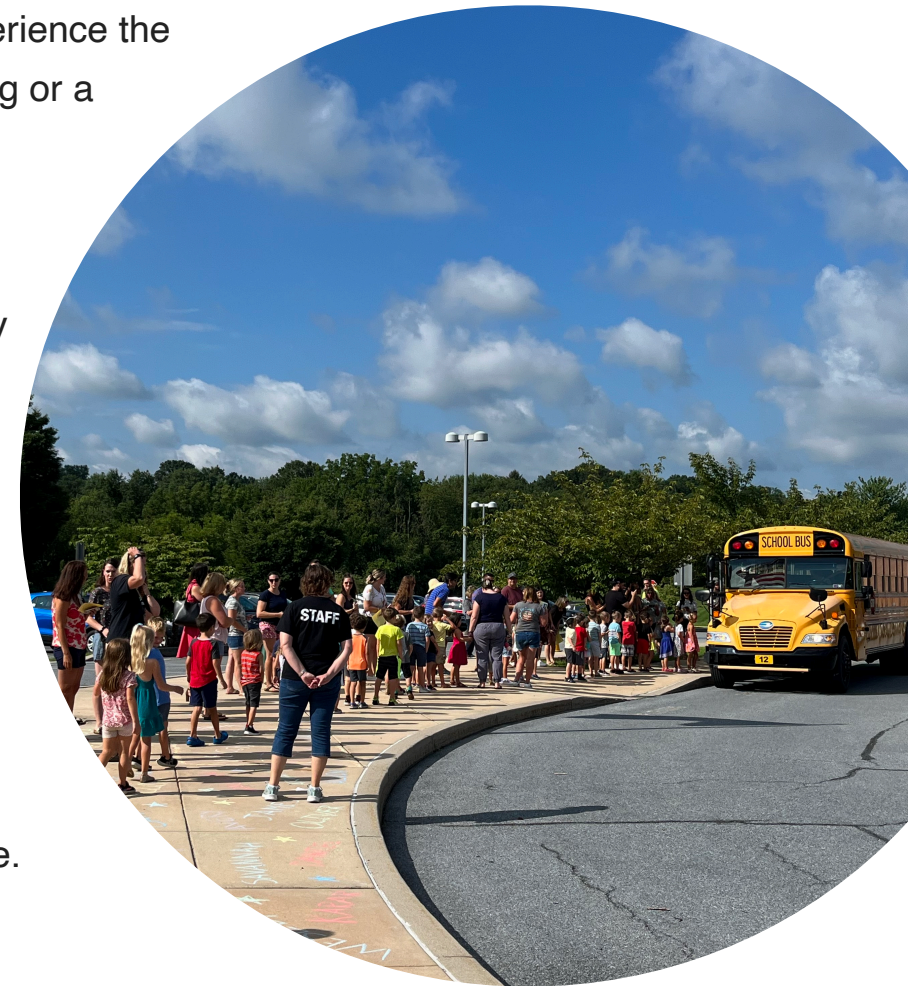
1:00 p.m. Dismissals

- A.M. Session: 9:00 a.m. – 10:40 a.m.
- P.M. Session: 11:20 a.m. – 1:00 p.m.

1:30 p.m. Dismissals

- A.M. Session: 9:00 a.m. – 10:50 a.m.
- P.M. Session: 11:40 a.m. – 1:30 p.m.

Please note: If we experience the need for a school closing or a two-hour delay on the morning of a regularly scheduled Early Dismissal Day, the Early Dismissal Day will be cancelled and rescheduled on a different date. Parents/Guardians will be notified of any rescheduled dates as soon as possible after a decision has been made.



Extended Day Kindergarten

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The Hempfield School District currently has an Extended Day Kindergarten (EDK) program for selected students from our six elementary buildings.

Extended Day Kindergarten Program

How Extended Day Kindergarten Program Works

The Hempfield School District currently has an Extended Day Kindergarten (EDK) Program for selected students from our six elementary buildings. The intent of this EDK program is to provide an intense language and literacy-based environment for eligible students. The EDK classroom teachers focus on: time-on-task, language development, emergent literacy skills, working independently, as well as quality instruction in the components of school that will ensure students are prepared for entry into first grade.

The entire program is held at Centerville Elementary School and students assigned to this program spend their entire school day at CES. The district provides transportation both to and from Centerville Elementary School for all students attending the EDK program. Upon successful completion of the program, students return to their home school building for their first grade year.



Frequently Asked Questions

Here are some of our most commonly asked questions.

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Frequently Asked Questions

How will I know if my child is ready for school?

If this is something you are questioning, please discuss your concerns with your child's daycare provider, school teacher, physician, or a children's specialist. The district Reading Specialists will also be administering an early literacy screening. You may ask if the specialist gained any information that may help you to make your decision.

What kind of clothing should my child wear?

It is desirable that children wear practical, washable clothing so they can participate in all activities. Since outdoor play is often incorporated into our program, it is recommended that children be dressed according to the weather when they arrive at school. It is strongly encouraged that children wear sneakers to school on the day of physical education class. Mark all clothing that will be removed at school clearly with your child's name (coats, umbrellas, mittens, sweaters, etc.).

What kind of clothing should be kept in school for projects?

Please send an apron, smock, or a large old shirt to use when painting. The object of this garment is to cover the child's clothing. It need not be a thing of great beauty, but rather functional.



Families and Teachers – Working Together

When does a child feel secure?

A child feels secure when,

- Families and teachers know and respect each other.
- Families and teachers work together.
- Families and teachers talk about the child's problems and progress.
- Families visit the school during appropriate times.
- Your child's teacher is the first contact if a concern arises.
- Families know special services are available through speech clinicians, remedial reading teachers, psychologists, instructional support teams, clinics and service agencies.

May I participate in the classroom?

At the beginning of the school year, parents/guardians will receive information concerning serving as a room helper or a school volunteer. You may volunteer to donate an item for a project or party or share a talent, hobby or information concerning your work, if applicable. Please see specific information related to volunteering and the requirements for clearances on the district website, [visit our Volunteer Information section](#).

Are birthdays celebrated?

Due to the food allergies and federal regulations on child nutrition, the Hempfield School District has developed policies and guidelines that are designed to help promote healthy eating habits for students. When your child has a birthday, we encourage you to coordinate celebrations with the school administration and/or classroom teacher such as colorful pencils and erasers, sticker baskets, or teacher's helper for the day.

How will I learn about my child's progress in school?

An electronic report of progress is prepared three times a year – at the end of each trimester.

Parent/Teacher Conferences are scheduled during October. Other conferences, either at your request or at the teacher's request, may be scheduled at a time that is convenient throughout the school year. Please contact the teacher, if you desire a conference.

The school district uses a web-based student information system (Power School) that provides electronic access to student data, including grades and attendance.

Visit the district website to learn how to establish [a portal account](#).

The Hempfield School District, an equal opportunity employer, will not discriminate in employment, educational programs or activities, based on race, color, religion, national origin, sex, age, ancestry, or physical handicap. Inquiries should be directed to:

Tab J. Musser, Ed.D., Compliance Officer
Hempfield School District
200 Church Street
Landisville, PA 17538

