
2019-2020 KINDERGARTEN HANDBOOK



LET'S GET READY!

Welcome to Kindergarten



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 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 insure 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 read our [What to Expect at Your New School](#), e-book, and watch the [Advice from the Class of 2028](#) 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.

Section 1

Before School Begins

Registration

Prior to registering your child for kindergarten, parents 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:

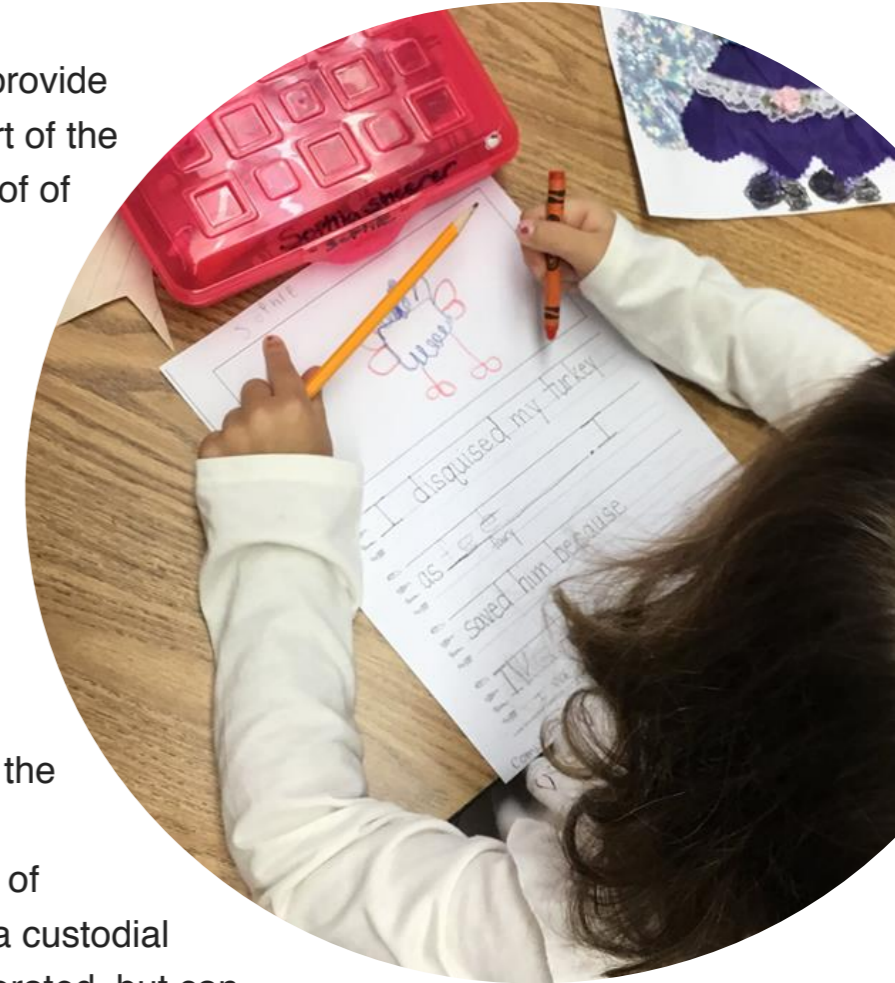
- **PROOF OF RESIDENCY** – Provide a copy of a recent district or county tax bill, rental/lease agreement, or deed.
- **BIRTH CERTIFICATE** – Children who will be five (5) years of age before September 1 may enroll in kindergarten.
- **HEALTH-IMMUNIZATION FORM** – PLEASE make sure your child's immunization 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 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 twelve 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 2018-19 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
- 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 a 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.

If a child does not have all the doses listed above, needs additional doses, and the next dose is not medically appropriate, the child must provide a medical plan within the first five days of school for obtaining the required immunizations or risk exclusion. The medical plan must be followed or risk exclusion.

The above immunizations can be obtained by visiting your family physician, the State Health Center (717-299-7597) or by calling Child Protect (717-544-3138) for a schedule.

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 on this.

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 if there are 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.

Preparing For Success

Suggestions For Preparing You Child

- **STRIVE TO DEVELOP GOOD SPEECH HABITS.** “Baby talk” should be eliminated early.
- **MAKE IT POSSIBLE** for your child to develop independence in caring for himself/herself and his/her personal belongings. Teach your child to dress without your help.
- **HELP YOUR CHILD** to gain independence and responsibility by permitting him/her to run simple errands and make simple decisions at home.
- **ESTABLISH A DAILY ROUTINE** for meals, television, small responsibilities, and bedtime.
- **GIVE TIME** to talk with and listen to your child. His or her ideas and little problems deserve your attention. Ease and poise in talking and speaking are developed by frequent opportunities for self-expression.
- **ALWAYS** show love and sympathetic attention. Your child needs the reassurance of being safe, loved and trusted. Success away from home is built on security at home.
- **CREATE OPPORTUNITIES** for your child to make friends and learn through play, cooperation and sharing. A safe place to play indoors and outdoors is essential to wholesome child growth. Remember – play is a child’s work!
- **HELP YOUR CHILD** to adjust to new situations by giving him/her opportunities to be away from mother and father for several hours.
- **TEACH YOUR CHILD** to think of school as a place of new friends and experiences. Develop in your child a wholesome attitude toward school.
- **TEACH YOUR CHILD TO STOP, LOOK, AND LISTEN** when you speak to him/her. Listening skills are enhanced when listening to others speak is encouraged.
- **WORK WITH YOUR CHILD** to gain self-control so the expectations at school will be comfortable for him/her.



Kindergarten Readiness

Developing Your Child's Skills For Kindergarten

- The following experiences will help your child develop readiness skills for kindergarten.
- Count familiar objects such as stairs, buttons, books, and houses.
- Talk about colors. “What color is your coat?”
- Provide experiences with crayons, scissors, paste, and paint.
- Allow your children to plan some of their own activities and time.
- Play verbal word games; perhaps in poetry form. For example: “A big black cat; he wore a big brown hat.”
- Encourage larger motor development through running, hopping, skipping, and jumping.
- Provide a “Language-Rich” environment by talking and reading together.
- Classify things: “Name something that is green.” “Name and point to a vegetable.”
- Talk about first, second, third...
- What day comes before or after _____?
- Compare things to see how they are alike and different.
- Give positional directions: “Put the book on the table.” “Place the cloth in the drawer.”
- Identify shapes: square, rectangle, triangle, circle, diamond, and oval.



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 are crucial, because you're the most important person 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 a great deal, and has been read to frequently.

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



Hours & Transportation



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

Section 1

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 will be 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 is one of the most anxious times of the kindergarten year.

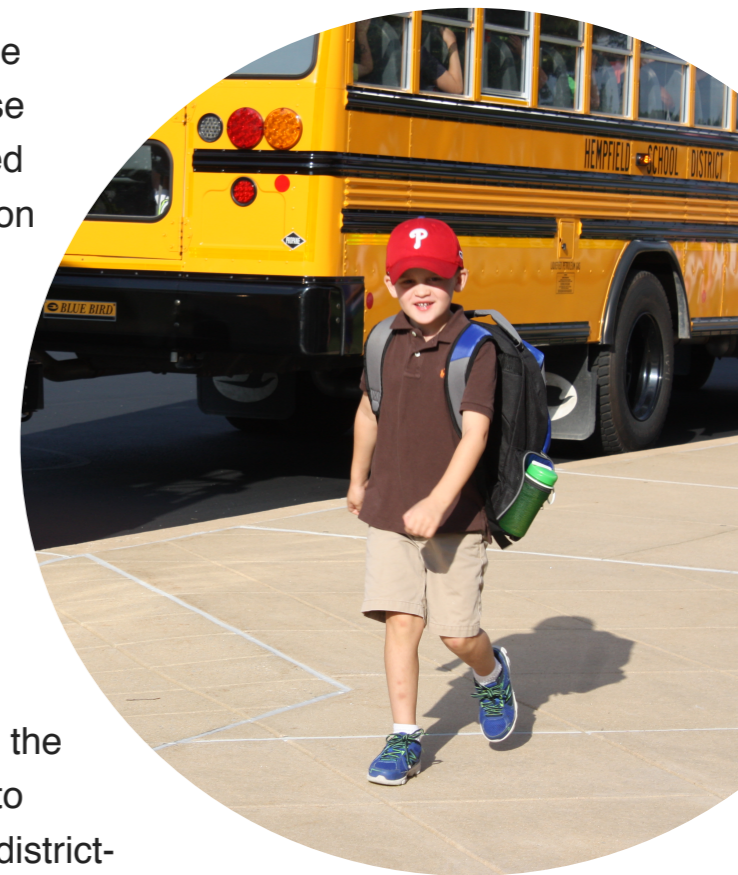
Parents of students assigned to the afternoon session will be responsible for transporting their child to school. Buses will transport these students home in the afternoon. Please make sure a reliable person meets your child at the bus stop.

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 on the district-issued excuse card for that day. Indicate on the note the time you, or an emergency contact will pick up your child. Additional 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 card using the district-issued excuse booklet upon arrival at the time you sign your child in.



Attendance & Absences

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



Attendance & Absences

Attending Kindergarten

Regularity of attendance and punctuality are important. Children will learn that school is “their job” and that they have something important to do. Regular 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 received later than 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 needs to be secured in advance either from the school office or online from the district website,

www.hempfieldsd.org.

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.

Act 138

Compulsory attendance requirements apply to any student that has entered school until the age of 17 years.



Delays & Early Dismissals

On the 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. – 3:35 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 (2 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 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 The 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. Students are assigned to attend a regular kindergarten session with the extended day classroom teacher for half of the school day and attend the extended day program for the other half of each day. The entire program is held at Centerville Elementary School and students assigned to this program spend their entire school day at Centerville. Eligibility for this class is clearly defined and students complete an extensive assessment process prior to or very early in the school year before being considered eligible for this specialized program. 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.



Frequently Asked Questions

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

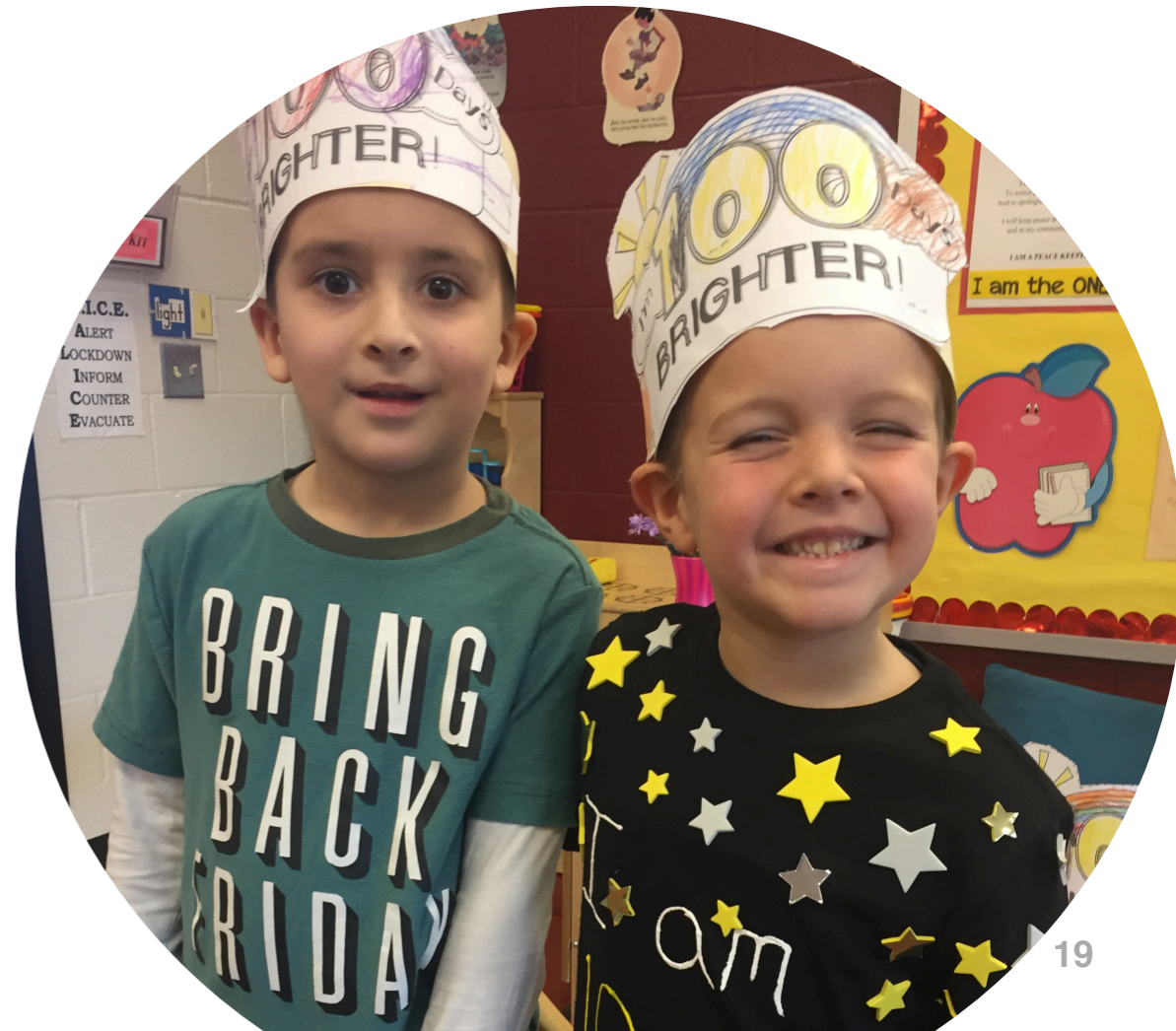
If this is something you are questioning, please discuss your concerns with your child's nursery school teacher. The district Reading Specialists will also be administering an early literacy screening. You may ask her if she gained any information that may help you to make your decision.

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. It is also advisable that girls wear pants on physical education days. Mark all clothing that will be removed at school clearly with your child's name (coats, umbrellas, mittens, sweaters, etc.). Also, sew loops on coats and sweaters so that they may be "hung up" easily.

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.



Parents and Teachers – Working Together

May I participate in the classroom?

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

When does a child feel secure?

A child feels secure when,

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

Are birthdays celebrated?

Due to the changing face of childhood obesity, 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 so that creative ideas like colorful pencils and erasers, sticker baskets, teacher's helper for the day, etc. become our best practices for eliminating unhealthy food as a reward or needed piece to a celebration.

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 will provide them 24/7 electronic access to student data including grades and attendance.

More information will be provided in the near future regarding parent accounts.

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

