Dear Parents, August 19, 2022

Welcome to Pre-K! We are so happy to have your students in class this year. Here are some important reminders and tips to having a great year:

**Breakfast**: Students will be served breakfast 7:30 to 7:45. Students need to be on time each day. If food is sent with students for breakfast, please make sure it is healthy and nutritious for a great start to each school day.

**Uniform**: The uniform is navy pants, shorts, skirt or dress or jeans (without rips) and a white, blue or Braeburn shirt. Students need to wear closed-toe tennis shoes. Please see the office if you have questions about the uniform.

**Attendance**: It is very important to be at school and on time every day. Students with excessive absences at the end of the school year **will not get their final grades** and will be required to attend summer school. Even excused (parent note, doctor note) absences will count as absences. Please make sure students are at school and on time each day.

**Rest time**: Pre-k students will have rest time each day. There are cots in the classroom for students to rest on during rest time. **Please do not send toys to the classroom**. Rest time is 30 minutes in our classroom and not a substitute for enough sleep at night. **Young children need at least 10 hours of uninterrupted sleep each night to grow properly**. Enough rest each night is imperative for children’s learning. Please make sure students are given enough time to rest each night for quality learning during the day.

**Snack time**: We will have snack time in our classroom each day. Snack should be sent from home. Please only send healthy snacks. Fruit, vegetables, cheese, and crackers are good choices. Please do not send chips, candy, cookies, sweets, or soda. Water is always available at school. You may send juice for snack if you would like to.

**Student Supplies**: Student supplies will be provided by Braeburn this year.

**Medical Information**: If your child has any allergies or needs medication during the school day, please inform the office and teachers. We must know of any allergies or medical conditions of students. If medication is needed during the school day, the medicine will be kept in the office. We will send the student to the office for the medication.

**Homework/Behavior Folder**: Folders will be given to students on the first day of school. Each day student behavior will be noted. Parents need to check folders each night and sign that they have seen the behavior. This is also a communication folder, if there is something you need me to know please write a note in the folder. **If there is an urgent message, please call the school and have the office take a message. Folders are usually checked in the afternoon, so notes from you will not be seen until the afternoon.** If there is something we need you to know, we will write you a note. Please sign to show you have read the note. Homework will be assigned starting in October. Please do homework with students each night. Reading logs will be given at the beginning of each month. **If students read a book each night and note it on the reading log, they will receive a prize at the end of the month.**

**Class Dojo**: Please join our class on the Class Dojo app. We will send a text invite to each parent’s phone number and you will be able to join the class. There will be important updates and reminders on the app. This is also a way we can communicate. If you need help connecting on Class Dojo please let us know.

**School Dismissal**: Please let us know how and with whom students will go home from school each day. If a student’s way home changes, please let us know the day before the change or at least by 2pm the day of.

**Extra Clothing**: Each student **must have at least one change of clothes** to be kept in the classroom in case of an accident. Please label the clothing with the student’s name and send to school the first day.

**Lice**: The best way to prevent lice is to wear hair tied up. If you notice lice on your child please let us know.

**Conferences**: If you ever need to speak with us, you may write a note in the behavior folder, call the school, or set up a conference. Conferences can be before or after school, or during planning time, 7:25-8:10. The school phone number is 713-295-5210.

Thank you so much for enrolling your child at Braeburn. We are so excited to start school!

The Pre-K Team