

Primary Classroom Handbook **2020-2021 for Buena Vista Montessori**

Arrivals and Dismissals:

Arrivals will take place outside our classroom door, along Pikes Peak Avenue beginning at 7:45. We ask all parents to wear a mask at drop off. Please be sure to sign in your child, as state law requires and for security purposes. A table will be outside with the sign-in clipboard. Please use a pen from the "clean" cup and discard the pen used in the "used" cup. This is the place to say "good-bye" and we will invite the children to come inside. If you arrive later than 8:00 your child is tardy and must be signed in at the school's main entrance with our administrative assistant, Ms. Karen.

Our half-day program ends at 11:00 am. Dismissals for half-day children will be at our **outside** classroom door. It is expected that your child is picked up on time. At 11:05 children who have not yet been picked up will be brought to the office.

The full day program ends at 2:30 pm. Dismissals for full day children will take place at the classroom's **outside door**. At 2:40 children who have not yet been picked up will be brought to the office.

Inclement Weather Procedures:

In the event of inclement weather (temperature below 15 degrees or heavy precipitation) arrivals will take place at our outside door at 7:45. Once your child is signed in, he/she may enter the classroom. Dismissals will take place at regular times and at our outside classroom door.

Two hour delay or school closure information can be found on www.d11.org, local radio, or T.V. stations. If there is a two-hour delay, **half-day** preschoolers will not have school. Kindergarten and full-day preschool schedule start at 10.00 A.M.

Circle Time:

Circle time is an important part of our community and we enjoy having everyone present. It is crucial that your child arrives on time and is a part of our circle. If your child comes to class during circle, please have him/her come in quietly and we will support your child make a smooth transition.

Clothing:

Please dress your child appropriately for Colorado's ever-changing weather. We will go outside every day unless temperatures are below 15 degrees Fahrenheit, or there is heavy precipitation, so please have your child dressed accordingly. Clothing should be manageable for the child. Shoes should have a non-slip sole for safety and protection.

Please bring an extra pair of slippers/ shoes to be used entirely inside the classroom. Your child will change shoes before coming in and out of the classroom.

Please send an extra change of clothing (shirt, pants, underwear, and socks) in a labeled zip-top bag. We will notify you if your child needs extras.

Masks:

Students are required to wear masks. Masks must be appropriate for the school environment with no graphics or verbiage violating dress code policy. Please send an

extra mask in a zip-top bag in case the one being worn gets soiled. If a student forgets or loses their mask, we will provide a disposable mask.

Rest Items:

Preschool children who stay for the full day program need to bring a crib size sheet and blanket labeled with his/her name. These items must be taken home at the end of the week for laundering and returned the following school day.

Food:

Please provide a small, healthy snack to eat in the classroom each day. There will be no sharing and students must wash hands before and after eating.

Lunch meals are available through our lunchroom. You have the option to bring your own lunch or get one from the cafeteria. USDA has extended its free meal program to all children until December 31, 2020, so children may have free lunch each school day if you choose.

To extend the Montessori practice outside the classroom, we encourage students to bring a cloth napkin and placemat for lunch. Please be sure that they fit in your child's lunch box and can be laundered regularly.

Sunscreen:

Per Colorado Department of Human Services regulations, we are not allowed to apply sunscreen to students without parent/guardian authorization.

Please complete the sunscreen authorization form to indicate whether you would like us to apply (or not apply) sunscreen on your child each day.

Personal Work Mats:

This school year we ask students to bring a personal work mat to be used during individual work time. A pillowcase is a great option since it can be folded, easily cleaned, and fits in individual cubbies. Each child will have their own supplies and work mat to support cleanliness of our classroom.

Birthdays:

We would love to celebrate your child's birthday. We celebrate with a special birthday "walk" around the sun and share photographs of the birthday girl/boy. On or before the day of your child's birthday celebration you may bring pictures of your child; one for each year of his/her current age. For example, one on the day of birth, one for year one, one for year two, etc.

Communication "Friday" Folders:

On the last school day of each week, we will send home a communication folder, also known "Friday folder". Please check your child's folder every week as it will have important information and your child's schoolwork. On the following school day, please return your child's folder. It is valuable for us teachers and parents to have this kind of communication regarding our classroom and school activities.

Backpacks:

In an effort to maintain social distance from other classes, minimize time in the hallway, and reduce amount of items coming from home, we ask your child to leave his/her

backpack at home. At the end of the school week we will send home your child's work in the Friday folder.

Cups:

Every day will provide cups for drinking water in the classroom and will be kept in each child's cubby. Please leave water bottles at home.

Illness:

It is our goal to keep staff and students healthy and safe. If your child is not feeling well it is best to keep him/her home. If your child shows an indication of illness while at school, the office will notify you and will give you further instructions.

Covid-19 Guidance:

Please refer to the D11 At-Home Symptom Screening to determine when to keep your child at home. Any student diagnosed with COVID-19, who is a close contact of a COVID-19 case or someone in the household is symptomatic and awaiting a PCR_COVID-19 test result, should not go to school and should isolate or quarantine according to public health recommendations.