

**KINDERGARTEN  
BOOHOO  
BREAKFAST**

**THANK YOU PIE HUDDLE HOUSE**

# WELCOME YELLOW JACKETS



# INTRODUCTIONS

- Beth Holcomb, Principal
- Mana Smith, Associate Principal
- Susan Bennett, Allison Eubanks, Josh McCanless and Tiffany Watson, Assistant Principals
- Brenda Franco, Counselor
- Connie Wehunt, Nurse
- Maria Garza, Family Engagement Coordinator
- Kristen Braid, School Social Worker
- Miss KaKa, Receptionist
- Adam Kilgore, SRO
- Cindy Meadows, Student Data Specialist
- Emily Hurd, Bookkeeper
- Shelley Whitton, Nutrition Manager

# THE IMPORTANCE OF VOLUNTEERISM

- PIE Gregg Hansen
- Maria Garza



# ARRIVAL AND DEPARTURE

- Doors open at 7 a.m.
- Please follow all directions from traffic officer on duty.
- Car riders will drop off and pick up at the front entrance of CPS.
- Upon entering the complex from Laurel Creek you will turn right for car rider access.
- No car rider entry from Linda Lane after 7:10 a.m.
- Carpool (primary and elementary students riding together) will pick up and drop off from the back of the complex.
- Upon entering the complex from Laurel Creek and Linda Lane you will turn left and follow traffic pattern to access carpool line.
- A school issued car tag must be visible when picking a student up from car rider and car pool. Failure to have a tag will result in parent having to park, enter school to show a valid ID to check out student.

# ATTENDANCE PROCEDURES

- Students must be in the building before 7:45 a.m. to avoid being tardy.
- If arriving after 7:45 a.m. a parent/guardian will need to accompany a child to front office to check in.
- With the exception of an emergency, there are no checkouts after 2:10 p.m.
- All early checkouts are counted as tardy.
- A checkout before 11:15 a.m. is considered an absence. This includes special events days.
- When checking out a student, you must present a valid driver's license or state issued ID card.
- Emergency contacts on the student enrollment sheet dictates who can pick up a student from school and have visitation rights to the student during the school day.
- For an absence to be considered excused a parent or doctor's note must be submitted upon return. Following the 7<sup>th</sup> absence, a doctor's note is required to be considered an excused absence.
- School attendance is so important! Strive for less than five!

# COMMUNICATION

- Communication between homeroom teacher and parent will be accomplished with a folder that comes home each afternoon. Please check folder and return the following school day.
- Parents of bus riders are strongly encouraged to sign up for the Transportation Department Remind 101 (text @ccsbus to the following number 81010).
- Please notify the front office or your child's teacher when you have a phone number or address change.

# ILLNESS AND MEDICATION

- Students who are sick may not return to school until they are fever free for 24 hours without fever reducing medication.
- Student who need to be given medication at school should bring the medication to the nurse in it's original pharmaceutical container (clearly labelled) with the name of the student, medication and dosage information.
- A written authorization must be signed by the student's parent or guardian to allow the nurse to administer the medication.



# LUNCH AND BREAKFAST

- Lunch and breakfast money must be sent to school in an envelope labeled with the child's name and homeroom teacher
- Ice cream will be sold for \$1.00 at the end of the lunch period. This money must be sent in a **separate** envelope marked for ice cream and with the child's name and homeroom teacher.
- Please be mindful that CPES strongly discourages any peanut product at school in order to protect students with that life-threatening allergy.
- Lunch visitors are welcome! However, we recommend visitors in kindergarten wait until the second week of school to help student's develop a routine.
- Lunch visitors must be on the student's emergency contact list and show a valid driver's license in order to obtain a visitor's sticker which must be visible at all times when in the building.
- Please be aware that students with a lunch visitor will not be able to have friends join them outside the cafeteria for lunch.

# TRANSPORTATION

- Please be patient the first two week of school as traffic and bus patterns are established. Student arrival times may fluctuate during this period.
- It is the responsibility of the parent to have a designated authorized adult to meet kindergarten students at the bus stop. Bus drivers that do not feel comfortable letting young students off the bus without an adult present may bring the student back to school.
- Change of transportation will not be accepted over the phone. Temporary changes must be arranged by sending a written note to school or email to [cpsattendance@calhouschools.org](mailto:cpsattendance@calhouschools.org)

# QUESTIONS?

- Please use our Student Handbook that is accessible on-line on our school website as a resource throughout the year.
- Thank you for coming. Please do not hesitate to contact the school if we can be of assistance.