

Welcome to Pre-K!

Phelps Luck Elementary 2022-2023



Meet Our Team!



Helen Harlin



Christine Hipp



Jessica Tegges



Michelle Dupree



Kristin Kral



Margaret Palmeiri

Meet Our Team!



Denise DeFour



Kionna Boone



Michele Dorsey



Annamarie Skinker



School Phone & E-Mail Addresses



Phelps Luck Elementary School
(410) 313-6886

Teachers

- Helen Harlin
- **Christine Hipp**
- Jessica Tegges

Helen_Harlin@hcpss.org

Christine_Hipp@hcpss.org

Jessica_Tegges@hcpss.org



Pre-K School Hours

8:55am-3:10pm

Doors open at 8:40am



Pre-K Arrival



- Teacher will meet students at the bus.
- Car riders will be escorted to their teacher.
- Walkers should be brought by their adult to their teacher outside of the front door.

Walkers and car riders arriving after 8:55am will need to go to the front office with their adult to sign in.



Pre-K Dismissal



- Pre-K dismiss at 3:10pm
- Car riders and walkers will come out of the right side door.
Please meet us there if you are picking up your child.
- Car riders, please be in the loop prior to 3:10
- Teacher will put bus riders on their buses

We MUST receive a note or a phone call if your child's regular dismissal routines are changed!

Picture ID is required to pick up a child.

Daily Schedule

❖ May vary slightly depending on the teacher, activity, or times for Related Arts.

- Breakfast
- Community Circles
- Morning Meeting / Read Aloud
- Movement
- Related Arts
- **Small Groups** (Reading/Writing/Math/Science/Social Studies/Social Emotional Learning)
- **Lunch and Recess**
- **Rest**
- **Integrated Content Activities**
- **Choice Centers**
- **Dismissal**
- :





Breakfast and Lunch



All students will be offered a free breakfast.

Students have the option to bring lunch from home or to purchase lunch (\$2.80). Your family may qualify for free lunch.

Every family should fill out the School Lunch Program application.

What to Wear



- * Wear manageable clothing and safe shoes.
- * Please dress your child appropriately for outdoor play. Unless it is VERY cold or raining, we try to get outside to play everyday.
- * The school climate fluctuates, please dress your child in layers.
- * Please send a set of emergency clothes (labeled).



School Supplies



Classroom school supplies will be provided.

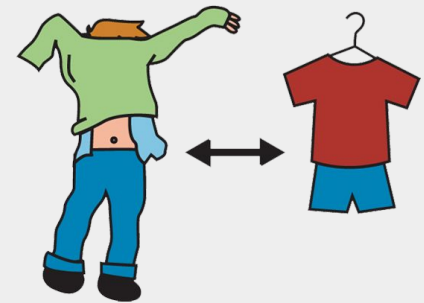
Your child will need the following items
labeled with first and last name:



Backpack



**Towel or blanket
for rest time**
(sent home Fridays to be
washed and returned
Mondays)



**A complete change of
clothes
including underwear
and socks**

Rest Time



- The children will rest everyday for 1 hour.
- Rest mats are provided

Your child will need:



Towel or blanket

(sent home Fridays to be
washed and returned
Mondays)

Your child also may bring:



small stuffed animal

Will be kept in backpack



Supplies Wish List



Tissues

Hand Soap

Clorox Wipes

**Donations may be requested
for special projects during the year.**



Illnesses & Absences



- Please do not send your child to school when he or she is sick. Students should be fever free, without medicine, for 24 before returning to school.
- When your child is absent you must send a note to school. Even if you call the school, a note must be sent in when your child returns to school. Failure to send a note will result in an unexcused absence.

Communication

- Daily Folders
- Class Dojo
- Canvas
- Phone
- e-mail
- Family Connections



Daily Folders

- We will send home a folder daily.
- Please empty folder and return daily in your child's backpack.
- Place notes for the teacher or school in your child's folder.





Everyday.....



Check and empty your child's folder



Check Class Dojo daily for important announcements and to be a part of our classroom community!



Class Dojo

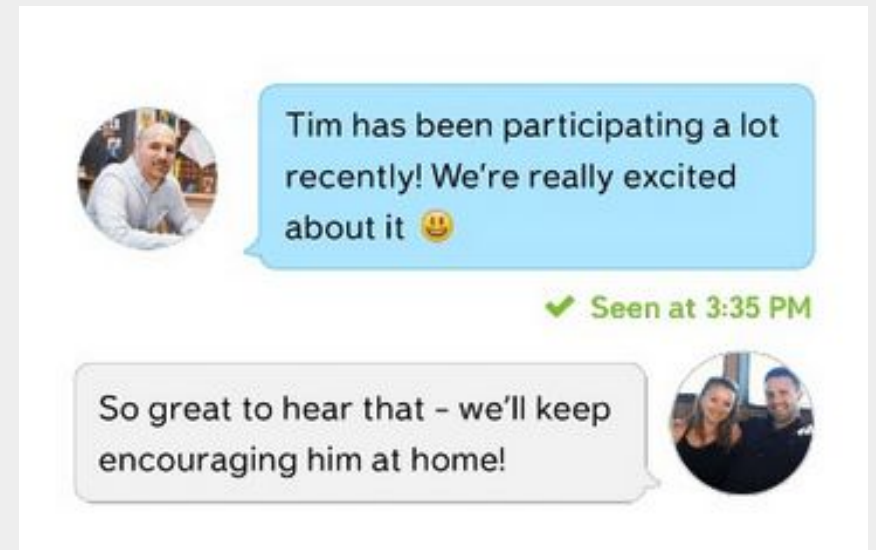
- Class Dojo is used regularly to communicate with families about what is happening in the classroom, including
 - important dates
 - photos of classroom activities
 - videos
- **Text directly and privately with your teacher.**
- Messages can be translated into multiple languages!
- **Use on your cell phone or computer.**
- Sign up now! It is free!



Class Dojo

We want **all parents engaged** in our classroom, seeing what we're learning every day!

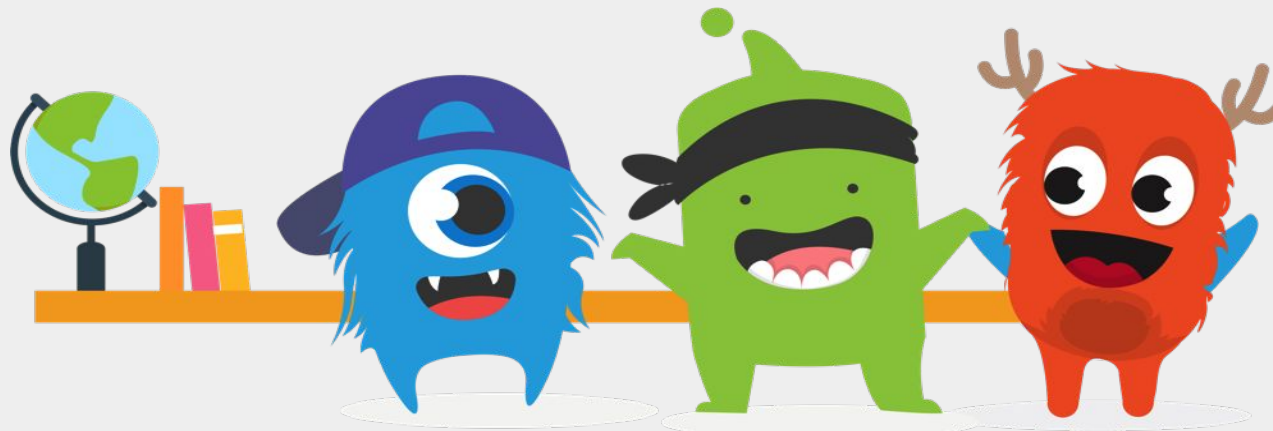
You'll see the "Story" of our classroom: photos and videos of big moments and important updates

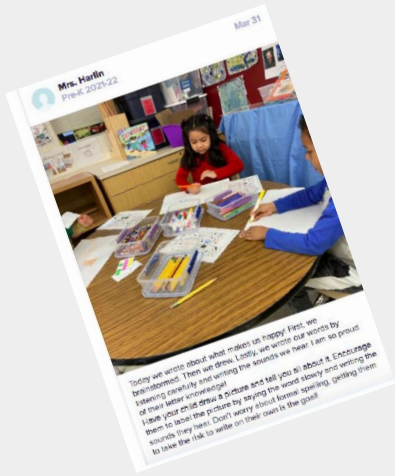


Class Dojo

- **As a teacher, I will:**
- Post important updates and announcements.
- Share photos and videos of our classroom activities.
- Send individual messages to parents.

Messages you send are only seen by the classroom teacher.





Don't forget.....



Check and empty your child's folder



Check Class Dojo daily for important announcements and to be a part of our classroom community!

Parent Expectations

- Let your child be as independent as possible.
- Help set up a consistent daily routine, including bedtime.
 - o 4 year olds should get 10-12 hours per night
- Communication: check Class Dojo and empty folder daily.
- Practice makes perfect!

Thank you sharing your child with us!



PLES Student Expectations



- Respect Self
 - Come on time and be ready to learn
- Respect Others
 - Raise your hand to speak
 - Be kind to others
- Respect Property
 - Have your school materials ready and organized
 - Help clean up and take care of our things.

Birthdays

- The class will sing to your child and will be recognized with classroom birthday routines.
- You may send in non-edible items for your child to distribute to the class if you wish.



First Day- Hooray!



- Make sure your child wears their name tag from your folder on the first day of school.
- Label your child's backpack. We will also give them a bus tag.
- We will meet the children outside.
- Please say goodbye outside of the school.

Thank you for.....



Checking and emptying your child's
folder everyday



Checking Class Dojo daily for
important announcements and being a
part of our classroom community!
Sign up tonight!!

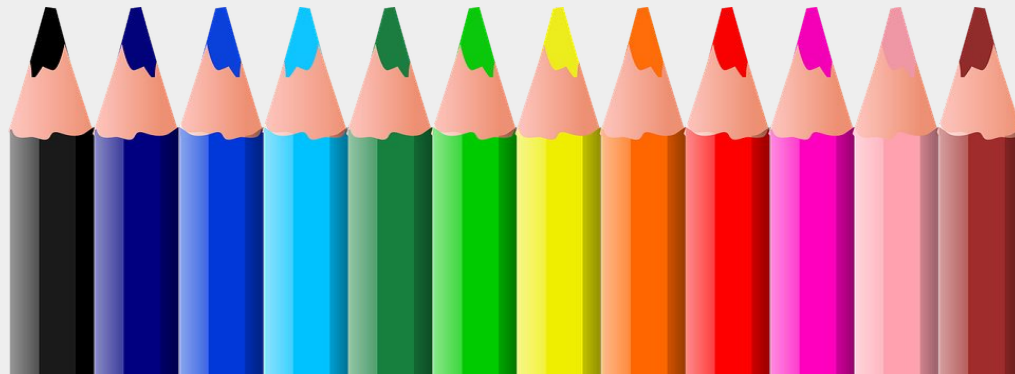


Meet the Teacher Days!!

August 29-31

Bring your child to see their classroom and meet their teachers!

- By appointment only
- 20 minute appointment times
- Come see our classroom
- Share valuable information about your child with their teacher
 - Learn more about our program
- You can bring your child's change of clothes and blanket
 - Sign up tonight if you haven't signed up already!

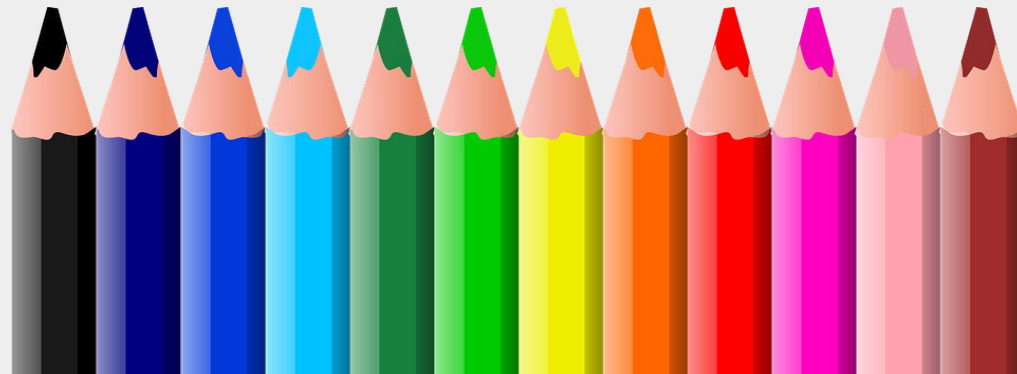


First Day of School

Thursday, September 1st at 8:40am

We can't wait to see you!

Please check Class Dojo and your child's folder daily for announcements .



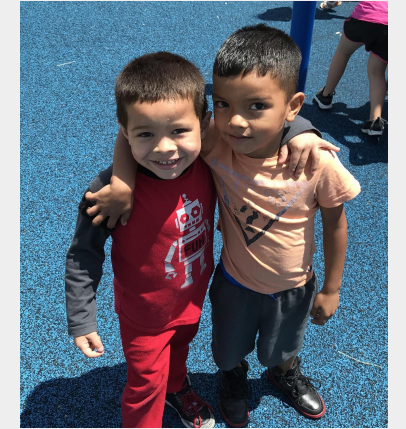
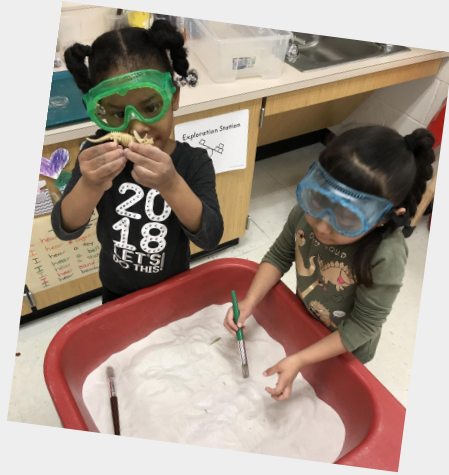


Thank you for coming!



Please sign up for your
classroom visit to meet
the teacher!





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Phelps Luck Elementary 2022-2023



Emergency Cards

- Completed ONLINE at HCPSS Connect.
- Please complete the ENTIRE form (front and back).
- Check off the “yes” box if your child is allowed to be released to this person without us calling and speaking to you first.
- Media Exposure: Only check this box if you DO NOT want your child photographed.
- Please specify plans for your child in case of an unscheduled early closing.

Howard County Public School System
Office of Student Services

Emergency Procedure Information

(Please print all information)

| | | | | | | | |
|---|-------|-------|----------|--|---------------|--------|------------------|
| Student Name (Last First Middle) | | | | | | | ID # |
| School Year | Grade | Bus # | Locker # | Homeroom | Date of Birth | Gender | Primary Language |
| Student Resides With: | | | | | | | |
| <input type="checkbox"/> Both Parents <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Mother/Stepfather <input type="checkbox"/> Father/Stepmother <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Foster Parent <input type="checkbox"/> Other | | | | | | | |
| Student's Home Address | | | | Student's Mailing Address (Leave blank if same as home address) | | | |
| Street: | | | | Street: | | | |
| City: | | | | City: | | | |
| State, Zip Code: | | | | State, Zip Code: | | | |

Instructions: In case of emergency, illness or accident the school is authorized to proceed with contacting the following:
Please place a ✓ in the box next to the name of the person(s) allowed to pick your child up at any time without any further consent.

*** PLEASE LIST PARENTS/GUARDIANS FIRST ***

| ✓ | Name | Relationship | Address | Emergency Contact #'s |
|---|------|--------------|---------|-----------------------|
| | | | | (H) (W) (C) |
| | | | | (H) (W) (C) |
| | | | | (H) (W) (C) |
| | | | | (H) (W) (C) |

Parent is active duty military ☐ yes ☐ no Location _____

I authorize employees and agents of HCPSS to verify the above information.

Parent/Guardian Signature _____ Date _____

MAJOR EMERGENCIES WILL BE TAKEN TO THE NEAREST HOSPITAL

| | |
|---|---|
| Child's Medical Provider: | Phone # |
| Health Insurance <input type="checkbox"/> yes <input type="checkbox"/> no | List any pertinent health problems, for example, allergic to bee stings, specific medications needed, etc.: |

FOR MIDDLE AND HIGH SCHOOL STUDENTS ONLY

LOCKERS

The school has assigned you a locker (School Board property) for your use and reserves the right to inspect the contents of the locker and to remove anything believed contrary to school regulations or detrimental to the school or its occupants. Your signature below only indicates your understanding and acceptance of the conditions for receiving and using a locker. Even if you refrain from signing the card, the school administration still has the authority to search your locker when necessary.

Student Signature _____ Date _____

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Other Forms



- *My Name Is* form
- **Emergency Card (Family File)**
- **School Lunch Program Form**
- **PTA: Parent Teacher Association**
- **Telehealth**