

Welcome to kindergarten! I am Mrs. Forbes and I’m thrilled to be your child’s kindergarten teacher. I can’t wait to watch your child learn, grow and build lasting memories this school year. I look forward to partnering with you to make this a wonderful school year for your child!

**Communication**:

I will communicate information regarding upcoming class activities, classroom rewards, class calendar, school functions, and post pictures of fun activities through **Class Dojo**. Please feel free to text me through this app with any questions, concerns that you might have as well, and I will do my best to respond by the end of the day. Please refer to the Class Dojo Invite to get connected.

**Clothing:**

McKeel Academy Central has a mandatory uniform policy. All uniform pieces (shirts and bottoms) are to be purchased from Risse Brothers located at 2525 Drane Field Rd. Ste. 11

Lakeland, FL 33811 or you can purchase uniforms online at [www.rissebrothers.com](http://www.rissebrothers.com). Pants/Shorts must be navy or khaki. Skorts must be plaid, navy or khaki. Shirts must be gray or burgundy with the MAC block logo. Shoes must be closed toe and closed back for safety purposes. No sandals, flip-flops, crocs, or roller shoes. Tennis shoes are required for PE! Belts must be always worn and visible with any bottoms that have belt loops. Students are permitted to wear spirit shirts and a solid BLUE colored, plain (NO holes, patches or designs) regular fit jean, jean shorts, jean skirt/skort, or jean capris each Friday at a cost of $1.00 or $35.00 for the year prepaid for school fundraising purposes. Spirit shirts areavailable for order on online only at **office.mckeelschools.com**.

**\*\*\*\*\*\*\*Please keep a complete change of clothes (underwear, socks, school uniform bottoms and shirt) in your child’s backpack in case of an accident**. \*\*\*\*\*\*\*\*\*

**Green Folders:**
Please check your child’s Green Folder each **Monday** for classwork and other important school information. Please remove the contents from their Green Folder each week. Please keep the green folder in their backpacks.

**Agenda:**

All students are required to purchase a MAC agenda. Agendas areavailable for order on online only at **office.mckeelschools.com**. Your child will receive an agenda that should be **signed by you each day**. This system will keep the lines of communication open between home and school.  **Feel free to communicate any questions or concerns that you may have in the agenda as well. Please place any field trip forms, school forms, fundraiser forms etc. stapled in the agenda. It is not necessary to send in doctor’s notes. Please keep them for your records.**

**Illness/ Emergency:**

If your child becomes ill or you have a family emergency, please keep track of any doctor’s notes or other documentation explaining their absences. Students are permitted 10 absences. After 10 absences the school may ask for documentation.

**Arrival**

Our school hours are from 8:15-3:00. Students may be dropped off no earlier than 7:45 a.m. when staff are present to supervise them. If you would like for your child to have breakfast before school, I recommend that your child arrive to the cafeteria no later than 7:50 a.m. to allow sufficient time to eat breakfast.

**Dismissal:**

Students will be dismissed at 3:00 p.m. **If there is a change in transportation home, please write a note in your child’s agenda AND call the school before 2:00 p.m. to notify the office as well.**  Please do not send me a message on Class Dojo as I may not see the text before dismissal.

**Lunch:**

Currently, adults are not permitted on campus for lunch for the safety of our students. If you would like for your child to eat breakfast or lunch at school, please pay online through MySchoolBucks.com. We do not have a water fountain in our classroom. **Therefore, I kindly ask that you send a bottled water, with your child’s name labeled with a sharpie, to school each day.**

**Special Classes:**

Below is the specials schedule for the school year:

Monday- Art & Library (Send in library books)

Tuesday- P.E.

Wednesday- P.E & Spanish

Thursday-P.E.

Friday- P.E. & Music

**Car Riders**:

For the safety of your child, you must have a car tag to pick up your child in the car line. If you misplace your car tag, please visit the office with a valid I.D to check out your child. We will have faculty/safety patrols available to walk your child to their classroom each morning, upon arrival, and to their car for dismissal. Kindergartners are always accompanied by an adult or safety patrol.

**Bus Riders/Aftercare Vans:**

We will have staff/safety patrols available to walk your child to class and to the bus/aftercare van for dismissal. Kindergartners are always accompanied by an adult or safety patrol.

**Snacks:**

We will have a snack in the afternoon each day. I would greatly appreciate your help in providing snacks for our class once a month. I will post a calendar monthly on Class Dojo which will include your child’s assigned snack day. If your child is the “snack friend” for that day, please place the snacks in their backpack on their assigned day. If you are not able to provide a snack on your child’s assigned day, please write a note in the agenda so that I can pick up snacks for the day.

**Volunteer:**

If you would like to volunteer to help in our classroom or to supervise students on field trips, please go online at [www.mckeelcentral.com](http://www.mckeelcentral.com). Click on policy, click on the drop-down menu to volunteers and register to be a Wildcat Volunteer**. It is absolutely FREE!** If you are not able to volunteer but would still like to support our class, please consider donating items on our amazon class wish list. As we have special events throughout the school year, I will also send out an amazon link with items that we will need for the celebration.

You are your child’s first teacher and I look forward to partnering with you to help your child continue to learn, thrive and grow. Please know that I will love, teach and care for your children like I do for my children. Please do not hesitate to contact me with any questions, concerns or just to update me on any exciting news about your child. Feel free to contact me through Class Dojo, email or by phone. Please note that all phone calls, messages after 6:00 P.M., will be returned the following day. I’m delighted to have your child in my class, and I’m excited for all the fun adventures this school year will bring! It is going to be a fantastic school year.

Partnering with you,

Mrs. Forbes