



August 2016

Dear Family,

We are delighted that you have chosen to enroll your child in the Ross Elementary School Early Childhood program. Starting school is an important milestone for your child, and we want you to feel as ready as possible. The information below will help ensure a strong start and we are also available via email and phone for additional questions/concerns.

Sincerely,

Holly Searl, Principal (holly.searl@dc.gov)

Jacqueline Lee, PK3 Teacher (Jacqueline.lee@dc.gov)

Hannah Konig, PK4 Teacher (Hannah.konig@dc.gov)

Dairen Williams, Office Manager (dairen.williams@dc.gov or 202.673.7200)

READY FOR SCHOOL CHECKLIST ✓

Keep track of the tasks below, and your child is sure to have a strong start

Mark your calendar!

- **For children in PK3 and PK4, the first day of school is Tuesday, August 23.** Students will attend school from 8:45-11:30 on August 23 and parents are welcome to join the class for the first part of the morning. The first full day of school for PK3 and PK4 students is Wednesday, August 24.
- PK3 and PK4 students do not attend Monday, August 22.
- **Why do children in PK3 and PK4 start on Tuesday?** Starting school is a big transition for young children. Your teacher will schedule a visit to your home or local coffee shop during the week of August 15 or on August 22 to get to know your family before the first day of school.
- Older students in kindergarten and up will start with a full week on Monday, August 22.
- After school programming at Ross through the YMCA begins on Wednesday, August 24 for PK3/PK4 students. After school programming at the DCJCC begins on August 24 for PK3/PK4 as well.



Dress Code

- **All students arrive at school in dress code/uniform.**
- Students in the early childhood grades, PK3 and PK4, wear the following:
 - Tops: white, navy blue, light blue or Ross t-shirt
 - Bottoms: navy or khaki (shorts, pants, skirts, skorts, jumpers)
 - Shoes: athletic shoes (close toed, no heels, sandals, etc.)
 - Not Allowed: jeans, halters, flip flops, bare midriiffs, sandals, costumes, etc.
 - Please avoid belts and complicated closures on pants and shorts. We want children to feel confident pulling their bottoms up and down efficiently when using the bathroom.
- If a student is dropped off without appropriate uniform clothes, the school will call you or change the child into the extra clothing in the classroom.
- Uniforms can be purchased from various vendors such as Lands End, Old Navy, Target, J Crew, etc.
- For assistance purchasing uniforms, reach out to: Principal Searl

School Supplies

The PTA orders all supplies for teachers at Ross. Online ordering information for the supply pack is available on the Ross website www.rosselementary.org.

In addition, we ask that each child bring the following:

- Extra change of clothing in a Ziploc bag (labeled)
- Water bottle (labeled)
- Standard size back pack (no wheels)
- Family photo to keep in classroom
- Rest Mat and small blanket (order mat from www.discountschoolsupply.com 1 inch best value rest mat)

PTA Connections

- PTA President: Debra Olson debraolson2@yahoo.com
- Lower School Parent Representative: Miwa Kamras miwa.powell@gmail.com
- Come to our next event: Sneak-a-Peek Open House Friday, August 19 2:30-3:30



MORE INFORMATION

Attendance Matters

- Children who attend PK regularly are better prepared for Kindergarten and do better in reading and math.
- Children who are ill need to stay home.
- If your child will be absent, please contact the main office and your child's teacher the day of the absence. Details to follow in the Ross Family Handbook.
- Family travel and vacations are not excused absences per DCPS policy.
- School attendance habits develop early. Children who are tardy and absent often in PK may continue to miss school in later grades.
- Students who arrive after 8:45 am must be signed in at the security desk or main office.

Morning Drop-off Procedure

- Our doors open each school day at 8:15 am for breakfast. ALL DCPS have access to free breakfast. Breakfast is served in the Ross Café.
- PK3 and PK4 students should arrive by 8:45. Students who arrive after 8:45 are considered tardy.
- Enter the school through the main entrance and walk your PK3 or PK4 child to his or her classroom beginning at 8:30.
- PK3 and PK4 students start class time at 8:45.
- Your teacher will provide insight into the daily schedule during the home visit and at Back to School Night.

Afternoon Pick-up Procedure

- PK3 and PK4 students finish class time at 3:15 and should be picked up at 3:15 in the classroom.
- The parent and emergency contacts provided on your child's enrollment form are the only individuals permitted to pick your child up from school. To permit others to regularly pick-up your child, complete an emergency pick up form and provide it to Ms. Williams in the main office.
- To permit a one-time pick-up, contact our registrar, Ms. Williams and make sure your child's teacher knows as well.

Tardy Policy

- Starting on time is crucial for maintaining a child's routine and allows for a smooth transition to the day.



- A child is considered tardy if he or she is dropped off after 8:45.
- When you arrive after 8:45, please walk your child downstairs to the security desk or main office to receive a tardy pass, which is required to enter the classroom after 8:45.
- After the third and subsequent tardies, you can expect to be contacted by Principal Searl to create a family plan for arriving on time to school.

Attendance Policy

Please refer to the enclosed pamphlet for the DCPS attendance policy.

Meals

- Breakfast is served at 8:15 in the café. It is FREE for all students.
- Lunch is served at 11:00 am in the classroom. You may pack a home lunch or purchase a school lunch. We are not able to heat up items from a home lunch. We do not allow gum, candy, or soda at Ross.
- Please set up your child's lunch account at www.myschoolbucks.com or call 1.800.479.3531. We cannot accept cash in the cafeteria. If your child plans to purchase lunch, you must set up the online account. You will need your child's ID number to set up an account. Contact Ms. Williams (dairn.williams@dc.gov or 202.673.7200) to retrieve the ID number.
- If your child has a dietary restriction, please contact the School Nurse.
- Students will enjoy a healthy snack after rest time in the afternoon. The classroom parent will coordinate a snack sign up for the class.

Stay Connected

- School website: www.rosselementary.org
- Regular communication: Principal's Bulletin and Teacher Newsletter will be sent electronically each week.
- Sign up for DCPS text and email alerts by visiting www.dcps.dc.gov
- Open House Friday, August 19 2:30-3:30 followed by popsicles on the playground.
- PK3/PK4 Parent Coffee on Wednesday, August 24 at 8:45 am on the playground.

