

George Peabody School

New Student Handbook

George Peabody
Elementary



Ride Our Wave

For additional and most up to date information, please visit

www.peabodyschool.com

Welcome to Kindergarten!

We're very happy that you have chosen George Peabody for your child. We'd like to share a few suggestions to help you support your child's readiness.

Sometimes it's a bit challenging at first for children to be in a large group. You can help by allowing your child to take turns, to listen to others when they are speaking, and to cope with not always winning.

Your child is growing in so many ways. Please help your child develop self-confidence and independence by having them do for themselves:

- Carrying their own belongings
- Putting away their own things
- In the fall, you child will need a small backpack for homework and snack. Please purchase this well in advance and help your child learn to open and close it and show them how to put things inside.
- Please teach them how to blow their own nose and to cover a cough. They need to know how to thoroughly wash their hands.

Please read to your child daily and talk about stories you read. Please let us know if you have any questions. We are eager to work with you and your child.

Did you know that children between the ages of 3 and 6 require anywhere from 10 $\frac{3}{4}$ to 12 hours of sleep each night? In order to be ready to learn, please see that your child gets a good night's sleep. When children become tired, they frequently cry or become irritable.

Have a great summer!

Sandy Krey
K-Teacher

Elizabeth Levett
K-Teacher

John Mehring
Special Ed Teacher

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Please look for ****Volunteer opportunity**** throughout this booklet for a chance to volunteer and support our school!

Morning Procedure

The school yard is open early in the morning but there is no adult supervision until 8:20AM.

Children may play on the playground and play structure until the bell rings to announce the start of school. Different grades have different designated days during which they can play on the play structure before school starts. Please see “Playground Rules” on p. 5 for more information and important safety guidelines.

If you are walking your child to school . . .

Walk your child to the school yard either through the 6th Avenue gate or either one of the two gates on 7th Avenue.

If you are driving your child to school . . .

****Volunteer opportunity****

You have the option to drive up and drop off your child at school without the need to park from 8:20 to 8:40 AM. If you choose to do so, please drop your child off on the far side of the yard, closer to California Street, to allow room for school buses on 7th Avenue.

Do not double-park on 6th Avenue. Please be mindful that traffic must be kept flowing.

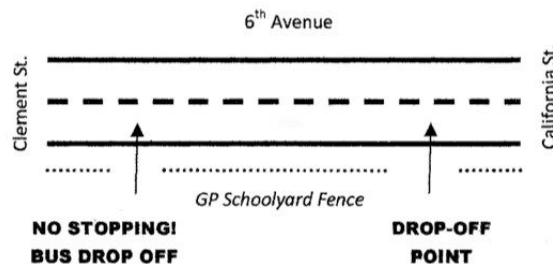
Put on your emergency flashers and pull forward to the drop-off sign.

Don't get out of your car unless the volunteer parents aren't there.

Do not park across the street and jay-walk your kids to school! This is both dangerous and illegal!

Drop-off is run by parent volunteers and on some days there may not be a parent available so you may need to assist your child in getting out of the car. Please see the “Volunteer” section of this handbook if you are interested in volunteering.

This form of drop off is not advisable if your child is prone to having separation issues at drop off.



The bell rings at 8:40 AM for line up. Please be on time.

The bell announces the start of the school day. Children line up according to their respective classroom. Your child's kindergarten teacher is present to help direct the children. After several minutes of morning announcements, the children will then walk into their classroom. They can carry their lunches and backpacks with them during line-up. On rainy days, K-2 grades go to the bungalow; grades 3-5 go under the stairs, out of the rain, next to the garden.

School Meals

The Food Service Department, in cooperation with site principals, operates school breakfast and lunch programs for students and district staff.

Meals served to the students do not contain peanut products. Peanuts and peanut products were discontinued at SFUSD several years ago. Also, the food provided is not produced with equipment that contain peanut residue.

Sample Menus

Breakfast: French toast sticks, syrup, apple juice, milk

Lunch: Chicken tenders w/potato wedges, fresh pear, BBQ sauce, ketchup, milk;
alternative vegetarian option: Mac n' Cheese with green beans

More information and sample menus can be found at the SFUSD website at: <http://portal.sfusd.edu>.
Monthly menus are also distributed in our Wednesday's envelope

Price

Student: \$1.50 for breakfast; \$2.00 for lunch

Adults: \$2.00 for breakfast; \$3.00 for lunch

You may pay for meals day by day which allows you the flexibility of occasionally bringing a school lunch. You may also pay in bulk and Ms. Tam, our beloved food service worker, will keep track of the meal count. She can be found in the morning in the kitchenette located directly across from the garden. She is available from 8:20-8:50 AM and 11:30-1:30 PM.

All students will receive an application to participate in the free and reduced lunch program. The school is expected to collect 100% of these applications. If you are not interested in applying, please complete the name and child's name portion of the application and write "not interested" across the financial section.

Bringing a school lunch

For those who prefer to bring a lunch, please be aware there is no microwave for reheating food nor is there a refrigerator to store food. Also it is our school policy that no soda, candy or unhealthy chips are allowed. Please refrain from packing such items. For more information about packing a school lunch refer to <http://recipes.kaboose.com/BTS-Lunch-Recipes.html> or other similar websites. Kindergartners also have snack time at 10AM each day so please pack an appropriate food item (i.e., crackers, fruit, etc.). Also, if you have a child who gets very hungry after school, consider packing an additional designated snack.

Lunch is served in the bungalow.

****Volunteer opportunity****

Kindergartners eat at 12:15 PM and are supervised by Mrs. Wong, our student advisor. We do need parent volunteers to assist Mrs. Wong supervise the students during lunch time. Please see the "Volunteering" section to apply. We discourage children from sharing packed lunches and uneaten food is returned to the lunch box so parents can keep track of their child's food intake. For unopened school meal items, there is a "Share Table" where uneaten items are pooled together. Any child may peruse the various items and select something to eat if so desired.

Should your child accidentally forget his or her lunch, Ms. Tam will provide a school meal and inform you of your child's meal count status.

Playground Rules

Below are the play yard and play structure rules that our students are expected to follow. Before and after school, we rely on parents to enforce these same rules. Parents should feel free to intervene with any child, even if not your own, who may not be following the rules.

Students who don't follow yard and structure rules will lose the privilege to stay and play with their classmates.

Before school, grades K-2 use the play structure Mon-Wed and grades 3-5 use it on Thur and Fri. For morning and lunch recesses, there is a posted schedule of which grade has play structure privileges. It is quite simple and the students learn it quickly. Kindergartners, however, get to use the play structure during lunch recess every day. After school, all grades can play on the structure as long as there is an adult supervisor present. If it is not your child's designated day on the play structure, please remind your child of the schedule and encourage playing in the schoolyard instead. **Before and after school hours parents must enforce playground schedule and rules since there is no staff supervision at these times.**

Play Structure Rules

- Enter and exit the structure area by walking.
- No climbing up any of the slides. Down only!
- Only one student on the slide at a time.
- Can only climb up the north rock ladder (not down it).
- Students may never climb up on the red "flowers" located on top of the structure.
- No standing on top of any railings or hanging on the outside of the railings.
- No sitting on top of the monkey bars.

Yard Rules

- Follow school expectations while on the yard.
- When the bell rings, walk quietly to line.
- Tell an adult when a ball goes on the roof or out of the yard.
- Play games in designated areas only.
- Stay in the yard before school, at recess, during lunch and after school.
- Respect the "walking only zone".
- No ball games against the Kindergarten wall.
- **No balls from home.**
- Only "butterfly" touches permitted (no wrestling).
- No fake weapons or play fighting.
- Use "Ro Sham Bo" to solve disagreements.

What to Expect the First Day

Your kindergarten teacher assignment will be mailed to you in mid-August. The George Peabody Parent Handbook which provides much more detailed information about school hours, curriculum and policy will be issued at the start of the school year.

Drop Off

You should park and walk your child into school on the first day and for as many days as your child may have separation issues. See “Morning Procedure” of this booklet to get more information about the start of the school day.

If your child is crying . . .

Leaving a crying child is emotionally distressing for both parent and child. However, children are amazingly resilient and adapt quickly to the classroom once the parent leaves. Lingering with your child typically draws out the separation process. We suggest that you simply hug your child, tell them that you love them and that you will see them at the end of the day. Then turn and quickly walk away without looking back if possible. The more quickly you can execute this strategy then the more quickly the child will stop crying. Your kindergarten teacher has much experience with handling this and will assist in the transition.

Pick up

We suggest parents of kindergarteners arrive by 2:35PM for pick up. Your child’s teacher will personally hand off your child to whoever is designated to pick up your child.

School supplies for Fall 2009

(please provide items when you can)

- 2 packages of white copy paper
- 2 pink or white, large erasers
- 1 roll of scotch tape and masking tape or blue painter’s tape
- 1 roll magnetic tape (Office Depot)
- 1 pocket folder with three prongs
- 2 containers of hand/baby wipes
- 2 containers of sanitizing wipes (Costco)
- 2 boxes of tissues
- 2 rolls of paper towels
- 1 spiral 8 ½ x 11 notebook
- 1 box freezer quality Zip-Lock bags (any size)
- 1 bottle of school glue
- 1 small container primary colored playdough
- 1 easy board game: checkers, Chinese checkers, Chutes & Ladders, Candy Land, Parchesi, easy puzzle (no more than 20 pieces)
- 1 set of small manipulative toys for Rainy Day box: Legos, building blocks/toys
- 1 backpack with your child’s name on it—needed the first day

Kindergarten School Day Schedule

The following represents a typical Kindergarten day:

8:50 AM	Morning meeting Daily routines Writing workshop
9:30 AM	Language arts
10:00 AM	Snack
10:10 AM	Recess
10:35 AM	Reading/Phonics/etc.
11:00 AM	Math
12:15 PM	Lunch
1:05 PM	Story-Content and comprehension Science/Social studies
1:45 PM	Activity time
2:20 PM	Clean up and ready for dismissal Afternoon meeting (routines and review)

There are “specials” such as Music, Movement, Class Game Time, Garden, Fun Fit Friday, etc., that are scheduled throughout the week as well.

On-Site Afterschool Program Information

Afterschool Enrichment

At George Peabody, we offer an array of exciting after-school electives. Every semester new classes are added to meet the needs of our school community. These programs run from 2:40 to 3:40 on certain days of the week. Please keep in mind that not all children can physically handle such a long day, especially kindergarteners. We don't recommend taking more than one course for K students in the fall semester.

The George Peabody Parent Teacher Association sponsors our after-school elective program and provides funding to subsidize the cost of running the courses. Cost for each course is approximately \$100-120. Tree Frog Treks runs \$180. The sports programs, overseen by Sports4Kids and subsidized by the PTA, are led by Coach Mary and cost \$20. Prices are subject to change. Scholarships are provided for those in need to allow all students the opportunity to participate in our afterschool electives.

Application forms are available at the start of classes in August for the fall semester and also in January for the spring semester. The fall semester enrichment classes start in mid-September, two weeks after school starts.

Below is a sample of Enrichment Courses that were available in 2008. Please see www.peabodyschool.com for detailed course descriptions.

- Chess class (Grades K-5)
- Art class (Grades K&1 and 2-5)
- Yoga/Movement (Grades K-2)
- Music (Grades K-2)
- Chorus and Recorder (Grades 3-5)
- Tree Frog Treks (Grades K-2 and 3-5)
- Piano (Grades K-5)
- Co-Ed Sports Club (Grades 3-5)
- Basketball (Grades 3-5)
- Drama (Grades K-2 and 3-5)
- Lion Dance (Grades K-5)

Richmond District After School Collaborative (RSDAC)

RSDAC is a program of the Richmond District Neighborhood Center that provides afterschool care and tutoring for various SFUSD schools including George Peabody. RSDAC emphasizes three components in their program: homework, art and recreation. Kindergarteners also get a rest period immediately after school ends.

RSDAC students are expected to attend the program M-F from 2:40 to 6:00 pm. Applications are submitted in May for acceptance into RSDAC for the fall school session. Please visit www.rdnc.org for more information.

Sports4Kids

Sports4Kids is a nonprofit organization that brings safe and healthy play back to the school day. Each Sports4Kids site coordinator works at their school five days a week, during and after school, to lead games and physical activities. Please visit www.sports4kids.org for additional information. All of the students just love Coach Mary!

School Communication

There are a variety of means in which to stay informed of the latest news and updates at George Peabody. We encourage you to use any or all of the resources listed below.

PTA Groups List Serve

The George Peabody list serve is an excellent and convenient way to stay informed by email. If you wish to be added to the list, send a message that includes the name of your child who attends Peabody and any additional emails to be included on the list to GPPTA-subscribe@yahogroups.com. You will then receive an “invitation” via email to join our group. Once you accept you will receive all school notices that are sent through the list serve. You may also review past notices by logging into our Yahoo Groups.

Wednesday’s Envelope

*****Volunteer opportunity*****

Each Wednesday your child will receive a folder filled with weekly school news and announcements that they will bring home to share with you. To ensure that the notices have been received and reviewed, there is a sign out sheet for you to sign and put back into the envelope. Your child should return the Wednesday’s envelope by Friday of the same week. Parents volunteer each Wednesday to help stuff the Wednesday’s envelopes. If you are interested in volunteering, please see the “Volunteering” section in this booklet to sign up.

George Peabody Website

We have recently updated and improved our website which we hope to be a resource for general school news and information. Please visit www.peabodyschool.com to see our exciting new website.

SFUSD Website

For general information about what may be happening with the school district at large, please refer to <http://portal.sfusd.edu>. This is where you can find the school calendar, information about school meals, public notices and more.

Volunteering

George Peabody has a dedicated community of parent volunteers. We have numerous volunteer opportunities both inside and outside the classroom. If you would like to volunteer, send an email to volunteer@peabodyschool.com. Let us know what you would like to do and when you are available. We would also like to know what may be your strengths and talents so we may find a way to put them to good use. A volunteer survey is sent out in September seeking what skills you may have and listing the various ways you may volunteer. The data is collated and reviewed by the teachers and the PTA.

You'll be contacted by Mrs. Janice Wong, our student advisor and PTA Volunteer coordinator. We will update you throughout the year with many opportunities to volunteer via the weekly Wednesday envelope that your child brings home from school.

Peabody PTA

The George Peabody Parent Teacher Association (GPPTA) is a collaborative effort between parents and teachers to support the educational and developmental needs of our children. We are a PTA dedicated to help all children soar and reach their highest potential. We promote the welfare of our children at home, at school and in the community.

The GPPTA contributes to the funding of art and music programs, Sports4Kids, field trips and other school activities. We also sponsor community building events like Beautification Day and Skate Day as well as educational workshops for parents. We also partner with neighborhood businesses to build a stronger community.

Join us at the next PTA meeting which is routinely scheduled for the first Thursday of each month at 6:30 pm in the library or bungalow. Free child care is available and a light dinner is served @ 6 pm. PTA meeting reminders are emailed via the school list serve and in paper format in the Wednesday's envelope.

It is the participation and support from the parents that makes George Peabody an exceptional school. Your involvement will ensure that we remain an outstanding place for learning and growing.

Some types of volunteer opportunities

- Room parent
- Class archivist
- Fun Fit Friday assistant
- Lunch time office coverage
- Wednesday envelope stuffing
- Lunch time supervision
- Recess and playground supervision
- PTA Carnival volunteer
- School garden volunteer
- Field trip volunteer
- In class support (to be discussed with teacher)
- Out of class teacher support

School Staff

Principal: Mr. Willem Vroegh

School secretary: Ms. Wanda

Student Advisor: Mrs. Janice Wong

Teacher Assistant & Recess Supervisor: Mr. Nuri Uysal

Food Service Worker: Ms. Tam

School counselor: Ms. Maryellen Mullin

Librarian: Ms. Susan Blair

Custodians: Daytime: Mr. Daniel Leung Evening: Ms. Amorsolo Sun

PTA President: Ms. Kim Kylo

Sports4Kids Coach: Coach Mary

Photos of all our wonderful staff and teachers are posted outside the school office.

School mailing address: 251 6th Avenue, San Francisco, CA 94118

School phone number: 415-750-8480

School Office Hours: 8:00 AM to 3:45 PM, M-F

My Parent Buddy is: _____

Parent Buddy phone: _____

Parent Buddy email: _____

Click on <http://portal.sfusd.edu/template/?page=calendars> to see the official SFUSD school calendar.