



# Mrs. Bartelt's Kindergarten Room A1 Routines & Procedures



## Weekly Communication

Communication is key to your kindergartener's success at school. I will be keeping you updated weekly with our "A1 Classroom Weekly Newsletter" highlighting our celebrations of the week and any upcoming important information/dates. This newsletter will be sent to you via email every Friday. It is my intention to keep you in the loop with all things Room A1 so you and your child can share in the celebrations of a successful week of learning together.

## Take Home Folders

In Kindergarten, your child will have a "Take Home Folder" that will be sent home daily and will need to be returned to our class the next day. Inside you will find two pockets labeled "Keep at Home" (filled with school work and school fliers) and "Return to School" (used to return any signed forms and permission slips).

With your help, it is a goal of mine to instill a greater sense of pride and responsibility in your child for the work that they are doing at school. Please help your child develop a routine of showing you what is inside their folder as well as keeping that folder safe and ready for school the next day.

## Homework (Beginning in August):

Kindergarten homework will be sent home weekly every Monday and due back the following Monday in the "Return to School" pocket of your child's Take Home Folder. Homework is meant to be a review of skills taught in class and also an opportunity for your child to develop responsibility, routine and independence at home. It is also encouraged for your child to have a "Homework Workspace" at home filled with all the materials needed so your child can be successful while completing their homework.

## Reading Logs (Beginning in August):

Building an early foundation and love for reading is incredibly important for your child in kindergarten. In addition to their homework practice, your child is encouraged to read (or be read to) for at least 15-20 minutes each night and record that reading on their reading log. Reading logs are kept in the "Reading Log" pocket inside of the "Take Home Folder".

**\*End of Month Check:** At the end of every month, students who have completed their reading logs and have colored in the "Final Star" at the bottom of the log will get a special "wormy" treat as a special reward. 😊



# MRS. BARTELT'S KINDERGARTEN ROOM A1 ROUTINES & PROCEDURES



## Classroom Management

In our classroom, I strive to promote a cooperative, friendly and enthusiastic environment. I am a facilitator and a guide for each child in my class, however, I teach my students that it is up to them to be the best that they can personally be each and every day. We are a class of bucket fillers who find ways to fill each other's buckets daily by helping, sharing, and being kind to one another. We thrive on positivity and celebrate each other often. Our classroom is a safe place where all are welcome and where all hearts and minds are honored.

### BRAVO Board:

We have our class "BRAVO Board" where our "Marble Jars" are showcased. Students use these marble jars to monitor and take ownership of their daily classroom behavior. They will have opportunities to earn marbles for demonstrating positive choices as well as opportunities to re-think, monitor and adjust any off-task behaviors if they lose any marbles from the jar.

### Filling Mrs. Bartelt's Marble Jar:

We have a "class marble jar" where the students can fill my jar by making respectful and responsible choices as a group. Once my jar is "full", they will earn a class reward to celebrate being amazing Stars. These rewards may vary depending on what the class votes on. Some examples may include special treats, fuzzy friend day, game day, pj day, extra recess, etc. If the celebration includes items from home, I will send out an email letting you know.

### Filling Our Table's Marble Jar:

We also have "table marble jars" where table partners will work together to earn marbles to fill their own table's jar. This builds classroom community and encourages our students to work together in order to achieve one goal. Once their jar is full, table partners will get to visit the treasure box to choose a special treat. 😊

### Uh-Oh Behavior:

I teach my students that WE ARE HUMAN with BIG EMOTIONS and sometimes we make mistakes and have to rethink our choices. In those instances, there will be opportunities to rethink and refocus the negative behavior into a positive one. IF the negative behavior is unable to be redirected, the student will have separate consequences such as parent contact, office support, office referral, detention, etc.



# MRS. BARTLETT'S KINDERGARTEN ROOM A1 ROUTINES & PROCEDURES



## Bucket Filler of the Week:

Room A1 is a class family who believes in celebrating each other for demonstrating Star Leader behavior. We practice Star Leader behavior every single day by showing kindness and love in all that we do. Your child will have the opportunity to be in the spotlight as our "A1's Bucket Filler of the Week"! The Bucket Filler of the Week student will get to take home our "Bucket Filler Bag" and return it to class filled with items to share. The bag will include a letter that gives directions of what to fill it with each day. At the end of the week, the class will honor our Bucket Filler of the Week student with a special book made by their friends. 😊

## Birthdays:

Birthdays are a special time in our class where we get to celebrate each of our friends. Those children whose birthday falls during the summer, we will celebrate them in July or May. All A1 Stars will be celebrated this year! We will love on our birthday kid and make sure their day is amazing!!

Your child may send in a store bought (peanut free) birthday treat on his/her special day. If possible, please have the treats in before 9:30am. Some ideas for birthday treats are Little Debbie snacks, Hostess snacks, Rice Krispie treats, cookie snack packs, etc. 😊

## Volunteers

I love having volunteers in my classroom! I will be reaching out to those who are interested and creating a volunteer schedule. Volunteering may include helping with classroom projects, working directly with small groups of children, Art Masterpiece, being a Mystery Reader, copying, etc. For class parties and other events, I will be using SignUp Genius. You will receive an email with a link that will direct you to sign up for a specific task/item. Although it is never mandatory to donate, Room A1 definitely appreciates your support!

## Recess

I am a huge advocate for "working hard and playing even harder". Taking a quick break and getting wiggles out, helps refocus their attention and energy in class. Weather permitting, students will go outside for a morning recess, a lunch recess, and an afternoon recess every day. *If we are on a Rainy Day or Red Day schedule, we will have an indoor recess break.*



# MRS. BARTLETT'S KINDERGARTEN ROOM A1 ROUTINES & PROCEDURES



## Snack Time and Water Bottles:

As young learners, we work hard during the school day. It is that while your child is busy learning, they also have the opportunity to “refuel” their bodies with a healthy snack. We will have a snack time in the morning and another one in the afternoon. **IF possible, please provide your child with 2 snacks every day.** Some ideas for snacks are: crackers, cheese, fruit snacks, Goldfish Crackers, pretzels, veggies, and fruit. In order to avoid spills, please no fruit cups with syrup liquid. ☺

Students will need to bring a water bottle to school to keep them hydrated throughout the school day. **Please label the bottle with their name to avoid any confusion with other bottles in the room.** *Room A1 will be in need of cases of water donations throughout the school year to replenish empty water bottles as needed during the school day. We gladly appreciate ALL donations.* ☺

## Lunch

Lunch is an important part of your Star's day! We get time to eat followed by some time to get our extra midday wiggles out. Students will have 20 minutes to eat in the cafeteria and 20 minutes outside for recess. You can add money to your child's lunch account by visiting [www.myschoolbucks.com](http://www.myschoolbucks.com).

## Any Dismissal Changes

For SAFETY reasons, all children will be sent home by their normal dismissal routine unless you have notified myself or the school as otherwise. If your child is to leave school with a friend or another family member who is not on their emergency medical card, please notify the office to add them to the emergency card. **For SECURITY reasons, you will need to bring a photo id and sign your child out in the front office if they are being picked up early.** Thank you! ☺

I believe in strong communication with my student's families and together, we can provide the BEST school experience for your child! I am SO excited to be your child's Kindergarten teacher and I am looking forward to a FANTASTIC year!





MRS. BARTLETT'S KINDERGARTEN  
ROOM A1 ROUTINES & PROCEDURES



Please Sign and Return!

To ensure that you are familiar with our classroom routines and procedures, please *print* this form, *sign*, and *return* it in your child's take home folder.

Student Name: \_\_\_\_\_  
(Please print your child's name)

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please feel free to contact me with ANY questions that you may have! It takes both of us to make this year FANTASTIC for your kindergartener!

