

## SCHEDULE

Monday		Tuesday		Wednesday		Thursday		Friday	
8:30-11:25	Work Cycle								
8:30-10:45	Snack								
		9-11:30	Open Art						
11:25-11:45	Silent Reading								
11:45-noon	Group								
12:00-12:30	Lunch								
12:30-1:10	Recess	12:30-1:10	Recess	12:30-1:10	Recess	12:30-1:10	Recess	12:30-1	Recess
1:15 -1:45	Spanish	1:15-2:45	Art / Music	1:15 -1:45	Spanish	1:15-1:35	Read Aloud	1:15-1:35	Read Aloud
1:45-2:35	Work Cycle	1:15-2:45	Kitchen	1:45-2:35	Work Cycle	1:35-2:35	Work Cycle	1:35-3:05	Work Cycle
1:15-2:45	Kitchen			1:15-2:45	Kitchen	1:15-2:45	Kitchen	1:15-2:45	Kitchen
1:15-2:45	Della Terra			1:15-2:45	Della Terra	2:35-3:15	Jobs	2:35-2:45	Jobs
2:35-2:45	Jobs			2:35-2:45	Jobs	2:45-3:15	PE	2:45-3:15	PE
2:45-3:15	PE			2:45-3:15	PE				

Our morning work cycle is an undisturbed three hour block of time and takes place in the morning. During this time, students attend lessons and are self-directed in choosing their work. Our day begins at 8:30. We encourage you to drop your children off by 8:20 so that students are able to settle in and begin their day on time. All elementary students may arrive as early as 8:00 without incurring early care charges. Students will spend time in the gym between 8:00-8:20 before starting the day in their classrooms. As stated in the Parent Handbook, students will be marked as tardy at 8:30. The afternoon allows time for a shorter work cycle and care of the classroom as well as other areas of study with specialists such as art, music, spanish, physical education, kitchen and della terra.

\*Children must have designated indoor shoes for their time in the gym.

\*Children will need their ukulele at school on Tuesdays for music.

### SPELLING TESTS and MATH FACT TESTS

Each week, you will find math facts and spelling lists in your child's home folder. Please take time to practice spelling words and math facts with you child. Repetition is the best aid in working towards memorization. Each student is responsible for taking one spelling and math fact test per week, which will be taken on Friday.

### SHARING

Children are welcome to share items from home during group time. These objects should fall within the categories of items found in nature, photographs, something they have made, something from a different culture, or a memento from your child's travels. *Please keep toylike items at home.*

### BIRTHDAY CELEBRATIONS

Your child will be invited to have a birthday celebration with their classmates during the school year. We treat birthdays as a special time in a child's life. At home, your child may create a personal timeline of their life that includes pictures and written captions of the years past. A letter will be sent home prior to your child's birthday. Children are welcome to bring in a healthy snack on their celebration day.

## **TRAVEL OUTSIDE THE SCHOOL COMMUNITY**

- We will visit the Leelanau Outdoor Center (LOC) twice this year. Our first visit will be on Friday, September 13<sup>th</sup>. Our late spring trip to LOC will be an overnight and is scheduled for Wednesday, May 27 (3rd year), May 28 (all) and Friday, May 29 (all). The third year students will begin their overnight on Wednesday night and the first and second years will join them on Thursday for a single night stay.
- Going Out: Other outings will be more spontaneous and driven by your child. Going out experiences provide an integral extension of the classroom and foster the child's curiosity. Going outs often support what the child has decided to explore and study on their own. Before each going out, students planning the trip will arrange transportation and appointment times. A permission slip will be sent home to be signed by the child's parent at least two days before the date of the trip. Past going out trips include visits to the library, experiencing how a movie is projected at the State Theater, visiting the Coast Guard helicopter station and interviewing a professional in their workplace.

## **HEALTHY SNACK**

A healthy snack will be provided by the school each morning.

## **SWIMMING**

Our class will be participating in a swim program at the YMCA. We will travel to and from swim lessons on a school bus, leaving the school at 8:30 and returning at 10:30. We will be swimming Wednesdays on January 8, 15, 22, 29, February 5, 12. More detailed information will be provided closer to the swim dates.

## **OBSERVATION**

We encourage you to observe your child in the classroom setting, allowing for you to gain a good sense of what your child's life at school is like. While we are eager to have you visit the classroom, please wait for the classroom to get settled to schedule an observation. The first formal Parent Visiting Day is on Wednesday, October 16 at 8:30 AM. The children will also be bringing home invitations throughout the year as they share their work in the classroom.

## **COMMUNICATION**

Children have a home folder that will be sent home daily and should return to school every day. This folder is used to send notes and work home as well as for you to send forms or notes back to school.

During the school day, the receptionist will forward your calls to my classroom. I check messages daily and will return any calls as soon as possible. I am available from 7:45 - 8:30 AM and 3:45 - 4:00 PM for telephone calls or drop in meetings. Please feel free to contact me to arrange any other time you would like to meet.

My email address is [sandra@traversechildrenshouse.org](mailto:sandra@traversechildrenshouse.org). You should expect to have a response from me within 24 hours. Please note that I do not check my email while I am with your children during the school day. If you have information relating to pickups, absences, etc. for that specific day, please call the front desk.

Room Parents: Tricia Lincoln-Doran, [patricia.lincoln.doran@gmail.com](mailto:patricia.lincoln.doran@gmail.com) (mother of Leal)  
Kelly Bulloch, [bullochkelly@gmail.com](mailto:bullochkelly@gmail.com) (mother of Reagan)