



MONTCLAIR KIMBERLEY ACADEMY

Pre-K 2020-2021 FAQ Sheet

CLOTHING

Q: What is the Pre-K code of attire?

The code of attire for Pre-K is simple play clothing in any durable fabric. Pre-K students are not required to follow the Primary School code of attire except for concerts and on field trip days, when they are required to wear a white short-sleeved polo shirt with navy MKA logo (see *Lands' End* order form on MKA's Back2School webpage). Students must wear shorts (or in the winter, tights or leggings) under dresses or skirts. Please know that spills and stains are an inevitable part of a school day. Sneakers are required for Pre-K students as part of their daily dress code. Sneakers can be tied or Velcro. To view the Primary School code of attire and the *Lands' End* order form, please go to mka.org/parents/back2school, then see the Primary School section and click Forms and Info, All Grades.

Q: Should my child bring a change of clothes?

Yes. Please send in a large Ziploc bag filled with school uniform clothing: pants/skirt, leggings, long sleeve shirt, short sleeve shirt, socks, and underwear.

Q: Does my child need snow clothes/boots?

For rainy/muddy days, we do like the children to have a pair of boots left in the classroom for the duration of the school year. These boots can be used all year long during the cold weather months when the children still get outside and on muddy days for exploring and jumping in puddles. We will send out an email as the winter season approaches to send in snow clothes, which we prefer to stay at school. However, if you do not have an extra pair, we can certainly send snow clothes home. Please label everything with your child's name.

SPECIAL OCCASIONS

Q: How can my child celebrate a birthday at school?

Birthdays are an important part of Pre-K students' experiences. We will share updated information about how we plan to celebrate students' birthdays in the classroom when such information is available in the fall. All birthday or other party snacks must be reviewed by the nurse ahead of time to ensure the safety of students with allergies or other dietary considerations. Pre-K birthdays are typically celebrated during snack time and students with summer birthdays celebrate them in May or June.

Q. Whom do I notify if my child has allergies?

Notify your child's teachers and Primary School nurse Candice Carlson (ccarlson@mka.org) of any allergies prior to the start of the school year.

SNACK AND LUNCH

Q: What do the children eat for snack?

Our dining services provider, Culinart, will provide a daily morning snack for students, such as a yogurt parfait, applesauce, cheddar crackers, or other items. The daily Primary School snack menu is typically available toward the beginning of the month on the parent portal of Veracross.

Q: What are the procedures for lunch in Pre-K?

Students may bring lunch from home or opt into the school's dining program via Culinart. (Families will have the option to opt into this in late August.) A faculty member who is assigned to each Pre-K class helps to supervise and assist the students during lunch. Please note that the Primary School campus is nut-free if you choose to send lunch from home.

Q: Should my child bring a water bottle to school?

Children will keep a water bottle in school. Please label this water bottle with your child's name. They will have opportunities throughout the day to fill their water bottles at the water station.

TRIPS AND TRANSPORTATION

Q: Will Pre-K go on field trips throughout the year?

MKA's Health & Safety Committee will determine this fall if field trips are possible in 2021-2022. If so, parent "Sign-up Genius" online forms will be sent out by Class Representatives to request chaperones.

Q: What are the morning drop-off procedures?

Primary School students who are children of MKA employees may be dropped off beginning at 7:15 am so their parents can get to work on other MKA campuses. All other Primary School students may be dropped off beginning at 7:30 am. At 7:50 am, children proceed to classrooms. The school day begins promptly at 8 am and all children should be in classrooms by this time.

Please place your child's car seat/booster seat on the right hand side of your car. An MKA teacher will be outside at morning drop off as you pull through car line. The teacher will open your car door, and your child will exit the car and enter the building. MKA's Health & Safety Committee will meet in late August to determine what procedures may be in place prior to car line entry (such as temperature checks or other procedures that were in place this year), and details about this will be communicated to families in late August.

Q: If my child takes the bus, where does he/she go at the end of the day?

Students who take the bus will be called to be dismissed. A teacher specifically assigned to bus duty will help students to be matched to the right bus and to board the bus safely.

Q: If my child is signed up for Extended Day, where will he/she go?

Teachers and members of the Extended Day team will support students in going to designated locations outside on the back field to play for Extended Day, or designated locations indoors if it is raining.

Q: If my child participates in carline, where and when do I need to pick up?

Carline begins at 2:20 each day in the main driveway circling around the Primary School and ends at 2:45 pm. Please place a sign in your front window with your child's last name in large black letters to assist us in helping your child get to your car quickly. Please have your flashers on in car line and be mindful of giving space around neighbors' driveways.

Q: If we walk to and from school, where can I drop off and pick up at the end of the day?

Anyone planning to walk to and from school daily should please email psnotifications@mka.org so you are on the "walker" list. Walkers should drop off and pick up students at the corner of the building near the modular classrooms.

Q: Who do I email or call if there is a change in my child's dismissal plan?

If there is a change to after-school plans for your child, please email psnotifications@mka.org AND cc your child's teachers by 1:30 pm. This ensures that someone will see your email before the school day ends. All dismissal changes, such as a playdate where one child is going home with another in carline, must be sent to the psnotifications email address and confirmed via email by the parents of both children.

GENERAL PRE-KINDERGARTEN LOGISTICS

Q: Will my child study a world language?

Pre-K students will take French this year and continue with French throughout their years at Primary School.

Q: When will recess occur during the day?

Pre-K students have an official afternoon recess, and additionally, we will try to get students outdoors to play as much as possible. Recess will be outside each day, weather permitting, and in the event of snow, students will need snow clothes, snow boots, gloves, and a winter hat in order to participate. **Please mark all items with your child's first and last name.** If the temperature goes below 25° F, recess will be held indoors.

PARENT/TEACHER COMMUNICATION

Q: How often will I be in communication with the teacher?

You will be contacted by your classroom teacher at least once a month by phone or email, whichever is easiest and most convenient for you, to discuss your child's progress and social/emotional well-being. During months when we have conference day, conferences count as your monthly contact; however, please do not hesitate to reach out at any time!

Q: How should I contact my child's teacher?

Please address the teacher via email. We try to check our email at various times/breaks during the day and will do our best to get back to you within 24 hours.

Q: What does the Pre-K Orientation Day look like for students and parents?

Pre-K **parent orientation** will be held on the evening of Tuesday, August 31, 2021. At this time, please hold 6:30-9:30 pm on your calendar. (Parent orientation will be shorter than this but it may be held on a staggered schedule.) We will email more information about parent orientation night in late August, including details about how the event will be held per MKA's Health & Safety guidelines.

We look forward to meeting your children at Pre-K **student orientation**, which will be held during the day on Wednesday, September 8. Pre-K student orientation day is typically an opportunity for your child to visit the classroom with you and to meet their teachers. We will share more details about Pre-K student orientation via email in late August once MKA's Health & Safety committee has determined specific details for this fall's student orientations.

Q: Whom do I contact if my child will be absent?

When your child is ill and will be absent, please email both psnotifications@mka.org and Candice Carlson, our school nurse (ccarlson@mka.org) before 8:00 a.m. **Please copy your child's teachers on any emails about absence.**