

August 2010

Dear Parent,

We welcome our new families to Moorsbridge and look forward to seeing our returning families for the 2010-2011 school year. Our Mission Statement is, "Moorsbridge is a community of active learners dedicated to instilling life skills while building a foundation for academic achievement." You are your child's first and most important teacher. We are excited to be your partner, working with you to help your child reach their potential.

Children react to the start of school in various ways. They may be excited, nervous, have trouble sleeping, etc. and you can help the back to school transition in several ways. Children really do like schedules so establish your home routines of setting an appropriate bedtime, designate a place to put important school papers, a homework/study spot, and the very important morning routine before the first day of school. Successful families get ready for school the night before by having the student lay out all their clothes (including shoes) before they go to bed. The backpack contains everything needed for school (homework, lunch money, gym shoes, snack, snow gear, etc.) and is ready near the door. The breakfast table is set and even the coffee pot is ready to turn on! © Having everything ready takes out the stress of what to wear, finding school items, arguments over what's for breakfast, etc. so you can enjoy talking about the day ahead and say goodbye with a kiss and a hug out the door.

We want your child to "Dress for Success" each day by wearing comfortable and appropriate clothing for school. Shorts must be long enough to cover a child's bottom while sitting in a chair. Students may not wear halter-tops or any shirts with inappropriate sayings or suggestions. Stomachs must be covered and no underwear may be showing at anytime. Although some clothing may be home and play appropriate, we do not want clothing to interfere with learning at school. Due to many flip flop injuries in the past, we want students to wear tennis type shoes or sandals for gym and recess times.

School supply lists can be found on our website at www.portageps.org by following the school links to Moorsbridge. Although our office does not officially open until August 30th, you can leave us a voice message and we will return your call as soon as we can at 323-6400. Transportation questions can be answered at 323-5151 and for Curious Kids registration call 323-6780.

The Moorsbridge Car Loop is designed for you to pull up as far as possible near our front door and as soon as your car stops in the Drop Zone-which is out to the stone wall near the Kindergarten playground, your child immediately exits from the PASSENGER SIDE of the car. PARENTS STAY IN THE CAR. This means that students have their backpacks on their laps and are ready to exit the car as soon as it stops. If your child is still eating breakfast, needs lunch money, hair combed, homework signed etc., **you will need to pull into the Parking Lot. Please do not pull in to a Handicap space unless you have the appropriate sticker!** The parking lot is designed with lines for safe parking and areas for cars to move safely around the parked cars. **ONLY PARK IN LINED SPACES!** If everyone follows the rules our children will be safe, the drop off line will move quickly and cars will not be backed up on Moorsbridge Road! **Thank you for demonstrating respect for school rules and modeling patience with others in front of your child.**

It is very important to read and return the forms that come home as soon as possible. Each year we must ask you to update your student's enrollment information and fill out other school forms. Communication between home and school is very important to your child's success in school! Please let us know if there is a parent living at another address that should also receive school information. We hope that by sending this letter and the PTO information early, you will not miss any important reminders such as:

* Please call our office at 323-6400 by 9:00 am if your child will not be in school. Our answering machine is on after school hours so you can call us at anytime. Many of our children walk/ride bikes to school so your call is a safety issue. Absent children are considered "unexcused" unless we hear from you.

* Parents must sign the permission slip for students to ride their bike/scooter to school and students must wear a helmet. Students must cross Moorsbridge Road where the crossing guards stand (Muirfield or near Romence).

* Before school, students should wait outside under the front porch until the bell rings at 8:25. Students can be dropped off for the breakfast program at 8:15; **otherwise there is no supervision for students until 8:22 a.m.** (Media Center and Accelerated Reader Lab hours are not scheduled at this time)

* Parents should wait at the “banner end” of the Red (Grades Y5, K, 1, 2) and Blue Halls (Grades 3, 4, 5) for their children at dismissal time. With 500 students exiting the hallways, we do not have room for strollers, pets or extra people in the hallways.

* If there will be a change in the normal daily transportation routine for your child, please send a signed, dated note **to the school office**. Unless an emergency arises during the day, we discourage phone call changes during the day, as we cannot always verify who you are. Please **do not call the classrooms or email the teacher any changes**, as they often do not have time to get to their computer or voice mail before dismissal. The office staff will contact the teachers before dismissal.

* As part of our **Safe School Plan**, all visitors must come to the office, sign in and wear a visitor tag **before** going to the classrooms. The office will call for students leaving for appointments.

School Hours

8:15 Breakfast Program Begins
8:25 Bell Rings and School Doors Open
8:30 Classes Begin *****Late students must sign in at the office**
11:35 Morning Kindergarten Dismissal
12:35 Afternoon Kindergarten Begins
3:44 Walkers and Riders are Dismissed
3:46 Bus Riders are Dismissed
Half Day Dismissal is at 11:57

Breakfast Cost **\$1.20**
Lunch **\$1.80 (includes milk)**
Milk **.45**

***Free and Reduced Lunch Forms will be mailed out the week of August 30th and must be filled out each year.

**Make lunch checks payable to Portage Public Schools (please write your child’s name and “lunch money” on the envelope. Cash is acceptable, but checks are preferred. Lunch menus will come home the first day of school.

First Day of School for Grades 1-5 is Tuesday, September 7th with dismissal at 11:57.

Young Fives and Kindergarten start on Wednesday, September 8th, our first full day of school.

Open House is Thursday, September 16th

Please read the enclosed letter from Julie Mellor, PTO President, regarding the first PTO Meeting and New Family School Tours on Wednesday, September 1st.

We have been working many long hours preparing classrooms and materials for instruction. Thank you for all the work you are doing preparing your child for school. We are looking forward to a successful year together!

Sincerely,

Nancy Haas
Principal
(269) 323-6455