

August 2009

Dear Parents and Guardians,

Welcome back to Vincent Farm Elementary School and another school year! In a few short weeks we will open our doors to hundreds of girls and boys and begin our second year together. The faculty and staff have been working together this summer planning another successful year for your child.

This letter includes key information that you will need for opening day. Other information that you will need throughout the year will be located inside your child's agenda, which will be distributed on the first day to students in grades one through five. All other students will receive the same handbook, but as a separate document.

Preferred Attire

Please support our efforts with our school's "preferred attire". Preferred attire consists of any of the following:

- Polo shirts (any color solid or striped)
- Solid T-shirts (such as the Vincent Farm t-shirts)
- Tan or khaki-colored pants, shorts, skirts, jumpers, capris, cargos
- Footwear: Remember that your child will be active at recess and therefore, for safety reasons, we suggest that your child does not wear flipflops, heels, or heeled shoes to school, as they are frequently the cause of injuries. Sneakers are required on days when your child has physical education class.
- On cooler days, layering a long-sleeved shirt with a short-sleeved shirt, or wearing a solid sweater, is a perfect solution.
- On physical education days, students may opt to wear jeans or sweat pants.

School Hours

The school hours have been changed from last year. The instructional day will begin at 9:15 a.m. and end at 3:45 p.m. However, if you are driving your child to school, we encourage you to arrive at 9:00 a.m., so that your child can unpack, settle in and be ready to learn at 9:15 a.m. (Students who do not have those 15 minutes are often at a disadvantage because they have not been able to properly prepare for the day.) Please do not drop off your child prior to 9:00 a.m., as there will not be supervision outside until that time. Students arriving late must be accompanied to the office by an adult.

Breakfast

Children who eat breakfast at school may enter the building at 8:45 a.m. Please drop them off at 8:45 a.m. so that they can eat breakfast and be ready to go to their classrooms when the first bell rings at 9:00 a.m. Bus riders may go directly to the cafeteria for breakfast as soon as their bus arrives.

Arrival

If you are driving your child to school in the morning, please pull up to the front entrance. Your child should exit on the **right side** of the car to ensure safety. Please pull away promptly to avoid a traffic jam! Adults will be present to keep the traffic moving and supervise children.

Bus riders will be dropped off in the front of the building in the bus loop. Adults will be present to supervise the children. Cars are not permitted in the bus loop so please do not use that driveway when entering from Ebenezer Road.

Dismissal

When the bell rings at 3:45 p.m., bus riders will line up in the halls at designated places and be walked to their bus in the bus loop. Car riders will exit from the front door. If you are picking up your child, please park in either the front parking lot or in the lot at the right side of the building and meet your child on the sidewalk directly in front of the school. Students are not permitted to walk into the parking lots without an adult.

Please do not block the driveway with your car.

Food Services

If you plan to set up an account for your child, please send cash, check or money order (payable to Vincent Farm Elementary School) to your **child's teacher**. It will be deposited in your child's account. Questions regarding food services should be directed to Ms. Christina Landefeld, cafeteria manager.

- The cost of breakfast is \$1.40 (reduced is \$.30).
- The cost of lunch is \$2.90 (reduced is \$.40).

Important Dates

Back to School Night: Thursday, August 27 at 7:00 p.m. *Childcare will be available in the Recreation Room.*

Sneak a Peek: Friday, August 28

Please note the hours to accommodate parking spaces:

- PreK through grade 2 and FALS: 2:00-3:00 p.m.
- Grades 3-5: 3:30-4:30p.m.

We look forward to seeing you and your children soon! Please don't hesitate to contact me with questions, concerns or ideas. Enjoy the rest of the summer, and WELCOME to Vincent Farm Elementary School!

Sincerely,

Anne Gold
Principal