

## **Information for New Families and the ABC's of Kindergarten 2017-2018**

**Attendance:** Attendance Policy is attached hereto.

**Backpacks:** Your child's backpacks should be big enough to hold a pocket folder and daily projects. Please check your child's backpack daily.

**Birthdays:** If you would like to bring individual treats (no peanut products please) for the class on your child's birthday, you may pass them out at lunch. Please check with your individual teacher to make sure there are no other class allergies. The treats will need to be store bought and please remember to be respectful to our custodial staff with any extra mess created. Also, please do not send birthday invitations to be passed out unless you have one for every child.

**Birthday Board:** Sign up through the PTA to have your child's birthday placed on the Eliot Marquee in front of the school for a suggested donation of \$10.

**Bobcat Blast:** Families are encouraged to provide their email address to receive weekly 'blasts' about events and important information going on at Eliot. Please sign up with our Communication Chair at Orientation or send an email to [eliotbobcat@gmail.com](mailto:eliotbobcat@gmail.com).

**Box Tops:** Box Tops are a great and easy way for our school to collect cash! Clip and collect them and send them to school with your child. There is a Box Tops receptacle outside the front office.

**Cafeteria:** Breakfast is served from 7:15 a.m. to 7:30 a.m. and is \$1.10 for students. Lunch is served between 10:35 a.m.-12:15 p.m., your teacher will inform you of your child's lunch schedule. Your child's lunch account can be paid with cash/check in the cafeteria or you can go online to the Eliot webpage and follow the link to **PAYFORIT**, TPS's new online payment system.

**Calendar:** You can find the Eliot Calendar on the Eliot webpage at <http://eliot.tulsaschools.org>

**Clothing:** Eliot Elementary Uniform Options can be found on the Eliot website. Pre-K and Kindergarten- Please have your child leave an extra set of labeled clothes in his/her locker in case of an emergency. Girls need to wear shorts under dresses. Assistance is available to families in need, please contact the school counselor.

**Communication:** Communication between home and school is very important. Please contact the appropriate staff member or teacher if you need information or an appointment. Please see the Eliot website for our most updated email information for our staff. If your contact information changes please notify the office with these changes.

**Conferences:** Conferences are scheduled twice a year in Spring and Fall. If you need to contact your child's teacher please contact via phone or email.

**Directory:** If you want your contact information published in the annual Bobcat Directory, please supply that during Orientation or Back to School Night. Deadline is mid-September to have your information published for the upcoming year, cost for the directory is \$7.00.

**Drop off/Pick up:** Please see your teacher for drop off/pick up procedures. Each grade has a designated exit area.

**Eliot Elementary Foundation (EEF):** The EEF is a 501 (c)3 not-for-profit created to enhance current education and student life of Eliot Elementary. The Eliot Foundation hosts the annual Eliot Bobcat Bash/Auction held every year in the Spring. Please visit [www.elioelementaryfoundation.org](http://www.elioelementaryfoundation.org) for more information.

**Facebook:** Be sure to like Eliot Elementary PTA's page for official PTA information and school happenings.

**Field Trips:** Each grade participates in field trips throughout the year. Teachers will notify parents of volunteer opportunities to accompany their child's class. Please be sure to have a Volunteer Back Ground Check turned filled and turned in at least 7 days prior to the scheduled trip.

**Folders:** Each student in grade Pre-K - 3rd will receive a folder for communication between home and school. Please check this folder daily.

**Jostens:** Eliot uses Jostens for its annual yearbook. Flyers will come home informing families how to order their yearbook online. Be sure to download their app: **Re-play it** to upload your pictures for our yearbook.

**Parties** - Each class will celebrate the school year with a Fall and Spring party. Your homeroom parent will contact you to help with each celebration.

**P.E.** Please be sure your child wears tennis shoes for PE class. Check with your teacher to find out which days your child has PE.

**PeachJar:** Our school district has switched from paper to digital fliers. One email address in PowerSchool will automatically be signed up to receive the digital fliers. Other family members can sign up their email addresses at <http://www.PeachJar.com>.

**Peanuts:** Eliot has a peanut free table in the lunch room. Please do not send snack items with peanuts and/or peanut products before checking with your teacher.

**Powerschools:** Each family will receive a password and login to have access to their children's grades and progress. The school office will issue these at the beginning of the year.

**PTA: Parent Teacher Association** - Eliot strives to have 100% membership in PTA. The Eliot PTA supports our teachers and staff, funds student enrichment programs and pays for field trips throughout the year. Membership is \$7 and you can sign up at Orientation or Back to School Night. All parents and staff are encouraged to join!

**RoboCalls:** The school sends out robotic phone calls for important announcements. The district also sends out robotic phone calls for attendance. One phone number in PowerSchool per student is automatically signed up to receive the phone calls. No more additional phone numbers can be added. When you receive the first phone call, take a moment to name the contact in your smartphone as "TPS Robocall", in case you ever miss a call. If you call the number back, the default voicemail will instruct you to call your school. RoboCall transcripts are available on the school website.

**School Supplies:** Class lists can be found on the Eliot webpage. Please bring your supplies on the first day of school and have your supplies labeled.

**School Clubs:** There are several school clubs available before and after school for Eliot students to participate in. They are Boy Scouts, Girl Scouts, Running, Bike, Engineering, Chess and Scrabble Club. Spanish Club and Young Rembrandts Art Club are available for an extra fee. Sign up info will be sent home at the beginning of the year.

**SchoolWay App:** Families are encouraged to download the SchoolWay App by Jostens to receive 'pushes' about events and important information going on at Eliot. Learn more at <http://www.tulsaschools.org/app>

**Snacks:** Students in Kindergarten and some grades have a snack time every day. Please check with your child's teacher to see whether your class has a snack schedule or whether you need to send a snack for your child each day. Please send only **healthy** snacks. Your child may only have water for a drink during snack time.

**Spirit Wear:** Every Friday is Spirit Day at Eliot. The PTA will sell spirit wear at Orientation and Back to School night. PTA sells outerwear which are uniform appropriate which can be worn throughout the school year. Students are to wear uniform bottoms with spirit tops.

**Tardies:** Please see the attached attendance sheet for tardy information.

**Teacher Luncheons:** Each grade will host a teacher luncheon once per month. Your homeroom parent will let you know how you can help for your grade.

**Toys:** Toys from home are not allowed unless brought for Show and Tell on Fridays.

**Visitors:** All parents and visitors must sign in at the front office and wear a visitors badge when they are present on school grounds.

**Volunteers: Eliot loves volunteers!** The success of any school depends on an active and engaged school community. There are many opportunities to volunteer at Eliot so be sure to sign up at Orientation, Back to School Night or by contacting the Volunteer Coordinator (info to be found on website).

**Volunteer Back Ground Check-** Before a parent can volunteer a back ground check must be filled out and turned into the office. These forms can be found on the Eliot webpage or in the volunteer folders in front of the office.

**Webpage:** Please continually check Eliot's webpage for school and classroom information. The website can be found at <http://eliot.tulaschools.org>