



ST. BARTHOLOMEW ACADEMY

The Catholic School that makes a difference in your child's life.

August 2018

Dear Pre-Kindergarten-4 Parents and Guardians,

We are pleased to welcome your child to Pre-Kindergarten-4 at St. Bartholomew Academy. Ms. Tanya Tone is our Pre-Kindergarten-4 teacher and Mrs. Rose Sawchuk, our instructional aide.

In order that our program will run smoothly and that your child may benefit from his/her Pre-Kindergarten-4 experience, you are asked to observe the following:

- 1. On Thursday, September 6, there will be an orientation meeting for parents and children of the Pre-K-4 class at 12:30 PM in the auditorium. The meeting will last approximately 1 hour.**
- 2. On Friday, September 7, Pre-Kindergarten-4 classes will be held from 7:50 AM to 12:00 Noon. Full day sessions will begin on Monday, September 10 (7:50 AM to 2:30 PM).**
3. Students will enter the school building and be dismissed on the Convent side.
4. Please call the school office (908-322-4265) for any of the following:
 - a. IF YOUR CHILD IS GOING TO BE LATE OR ABSENT, please call before 8:20 AM. A written note explaining the absence is required when your child returns to school. If a student is absent 5 consecutive days or more, due to illness, they must present a doctor's note when they return to school.
 - b. IF SOMEONE OTHER THAN A PARENT IS PICKING UP YOUR CHILD AT DISMISSAL TIME. Please be prompt at dismissal time so that your child will not be distressed.
 - c. FOR EARLY DISMISSALS (doctor's appointments, etc.). Parents must report to the school office and sign a register at the time of early dismissal. **NO CHILD WILL BE DISMISSED WITHOUT THIS PROCEDURE.**
5. Your child will need the following:
 - a. Some type of small bookbag (no rolling bookbags, please) for taking home papers, projects, etc.

- b. A lunchbox and thermos, with a spout for a straw. Please no bottles of any kind. Include a straw and napkin with a small, but healthy snack.
 - c. A smock (an old shirt), to be kept in school for art and special projects (button-down, front-style, if possible).
 - d. One roll of paper towels.
 - e. A container of baby wipes.
6. Bookbags, lunchboxes, and all clothing **must be identified with your child's name.**
7. Your child is invited to celebrate his/her birthday in school. You are asked to notify the teacher a few days in advance. For suggested birthday snacks, please speak with the teacher. Please include napkins.
8. It is important that you inform the teacher and school nurse of any medical problems, especially allergies, that your child may have.
9. It will be advantageous if you can help your child with the following:
- a. To say his/her name and address. The teacher will work on phone numbers and birthdates later.
 - b. To learn or review the Sign of the Cross, the Hail Mary, and the Pledge of Allegiance.
 - c. To review bathroom etiquette.
 - d. To learn to dress himself/herself. Please offer your child opportunities to button and unbutton, zip and unzip clothing.

We look forward to meeting and working with you and your children. It is our privilege to provide a quality Catholic education and to give authentic Christian Witness to your children.

In Christ,



Sister Elizabeth Calello
Principal

PLEASE RETAIN THIS LETTER FOR REFERENCE DURING THE YEAR