

**KINDERGARTEN
INFORMATION
HANDBOOK**

**HUNTINGTON HILLS SCHOOL
2024-2025**



HUNTINGTON HILLS SCHOOL

KINDERGARTEN HANDBOOK

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Calgary Board of Education Mission

Great Learning Starts Here!

Vision

The Calgary Board of Education is the dynamic learning community of choice. We provide quality learning opportunities and options. Our learners take ownership by discovering and developing their potential, passions, and gifts. They take their place as lifelong learners and make a significant contribution within a complex, changing world.

Values

Students come first.

Each student is unique and worthwhile. We acknowledge, recognize, and celebrate the diversity of our learners. Success for each student is the goal of our work.

Learning is our central purpose.

We believe that learning empowers students to achieve their potential. Attention to continuous improvement, high expectations, innovation, and relationships will enable all students to reach their potential. Student learning is at the heart of everyone's work at the Calgary Board of Education.

Public education serves the common good.

Public education is essential for a vibrant democracy. The principles of democracy drive our accountability to the public and the public's participation in our work. Our school system is owned by and accountable to Calgarians and therefore, the Calgary Board of Education is accountable to Calgary taxpayers for using resources wisely to meet students' learning needs.

School Motto

Huntington Hills School... Recognizing and Reaching Potential



Huntington Hills website: <http://school.cbe.ab.ca/school/huntingtonhills/Pages/default.aspx>

Kindergarten Information for Parents

Program Hours

The Kindergarten program is a half-day program running in the morning. Our program times are 8:00 -10:39 am, Monday through Friday. If there is an afternoon program it will be from 11:43-2:36 Monday through Thursday. Friday from 11:43-1:11.

Classes begin on August 29, 2024, and run through June 26, 2025. A specific school year calendar will be available in September and on our school website at <http://school.cbe.ab.ca/school/huntingtonhills/Pages/default.aspx>.

Staggered Entry

For the 2024- 2025 school year, we WILL be doing a staggered entry. Your child will either attend school on Thursday August 29th or, Friday August 30th. I will be outside to greet students on their first day of school and to bring them in. Please look for the kindergarten sign at the northwest entrance of the school where all the kindergarten students will gather. On your child's first day, parents are welcome to attend the first 15 minutes (approx.) to help your child settle into our school routine. All Kindergarten students will come at 8:00 am on Tuesday September 3rd.

Attendance

When your child enters the Kindergarten program, he/she has started school. It is important that attendance is regular. Habits of punctuality and regularity of attendance should be developed during this first year of school life.

Absence

If your child is absent for any reason at all, please contact the school (403-777-6650 extension 1 for the absence line) and explain their absence before school begins. This notice is required for the teacher's file and your child's safety.

Changes

If your phone number, address or babysitter changes, please update this information in your My CBE account.

Pick-Up and Drop-Off

You can drop off and pick-up your child at the northwest entry doors before and after class. The drop off area is on Huntercrest Road NW, not the school parking lot. CBE policy states no children are to be in the parking lot.

You are expected to wait with your child until the teacher comes to the northwest entry door to let them into the school. At the end of Kindergarten, please be waiting outside the northwest entry doors until the teacher dismisses your child. Please note that the teacher will not allow your child to leave until they see you or their caregiver.

Please notify the teacher if someone other than a parent will be responsible for your child's transportation to and from school, e.g. babysitter, daycare

Before and After School Care

If you need out of school care for your Kindergarten child, Summit Kids is our provider. If you just need before school care, Summit Kids will take your child into their program beginning at 7:00 am and bring them to the morning Kindergarten class at 8:00. If you need full day after school care, a Summit supervisor will collect them from the classroom and bring them back to the gym to await your after-school pickup. You can register with Summit Kids at www.summitkids.ca or by phone (403) 477-6006.

Clothing

Please send your child in play clothing in which your child can comfortably move around in, sit on the floor, or paint a picture in without having to worry about keeping clean. Children prefer to fasten and unfasten their own clothing, without assistance at school.

Inside Shoes

Each child will need a ***pair of runners they can independently fasten to leave at school***. Please print their name inside each shoe. These runners are to be worn in the gym and classroom beginning on the first day of school.

Labeling

All your child's belongings should be labeled clearly. (Label both mittens.) This is a great time to model the correct printing of their name with upper- and lower-case letters.

Money

We will very seldom ask your child to bring money to school. We have moved to online payments for field trips, fundraisers, or special events so that you do not have to send money or cheques to school. Parents will be able to pay for these items through their PowerSchool account.

Backpack

Your child will need to bring a **regular sized** backpack each day. The children will be carrying snacks, library books, and their work back and forth to school. This backpack also gives them a place to put outside clothing (mittens, hats, scarves) while in class.

Healthy Food Choices: Breakfast and Snack

Please ensure that your child eats a healthy breakfast or lunch before they leave for school. The meal should include a protein of some sort (e.g. cheese, yogurt, eggs) as this helps your child to focus and have enough energy to make it through the day. Kindergarten children may bring a small nutritious snack each day, for example fruit, veggies or cheese and crackers. Children are given an opportunity to have a snack during class. This is not a meal and should not be treated as one. Children are only given 10 minutes to have a snack.

Severe Allergies

Our school has a **severe nut allergy alert**. Students are asked to avoid bringing any product containing nuts, especially peanuts.

Bedtimes

A five/six-year-old child, attending Kindergarten, should be getting at least ten hours of sleep a night. This gives them the energy they need to learn while they are at school.

Names

It is very helpful if at the end of August your child can recognize his/her own name and begin to print his/her name, using a capital letter followed by lower case letters.

e.g. Susan

Instructional Communication Plan

It is very important that a clear plan for communicating student progress is in place. Effective communication enhances the learning possibilities for your children. The dialogue between home and school comes in a variety of formal and informal communication strategies outlined below. They include:

AFRS - Assessment of Foundational Reading Skills

Information from the screening tool will be shared with you at parent teacher interviews.

Calgary Board of Education Report Card

A report card will be available online through PowerSchool twice in the year. The January and June report card will be different from one another. Parent Teacher Conferences are held in October, February and April, and a curriculum information session will be held in September.

Communication Strategies:

- Email (school messenger)
- Telephone contact
- Individual Program Plans
- Informal dialogue
- Calendars

Library Books

Students begin to sign out library books in October. It is the student's responsibility to take care of these books. If a student damages or loses a library book they will be responsible for the cost of replacement.

School Council

All parents are invited to attend School Council meetings. They are usually held the first Thursday of each school month at 6:30 pm. Exceptions are September and January, which are the second Thursday. Watch newsletters and school website for dates. Attending school council is one way to participate in organizing special events and finding out more about the school and its programs. Teachers present at each meeting to share what is happening in their classrooms.

Volunteers

For complete Volunteer information, please see the Parent Page on the CBE website at <http://www.cbe.ab.ca/parents/default.asp> and select the Volunteer Information Booklet.

Volunteer Opportunities:

There are many meaningful and enjoyable ways that you can serve in schools:

- Become the classroom volunteer coordinator.
- Help with certain tasks in the classroom, the library, or the office.
- Assist with supervision on field trips.
- Serve fun lunches to students.
- Assist at School Council sponsored events.
- Read with students who require extra support.
- Organize special events for students.

Screening Process:

In the CBE, all adult volunteers require a valid security clearance. There are no exceptions. See Mr. Layden or Mrs. Kennedy this evening to start the process for the fall.

Note that guest speakers or presenters, visitors to the school, and parents assisting their own child only in the school are not considered to be volunteers, and therefore do not require a security clearance.

Security Clearances are valid for five years from date of issue. You can apply at any school, and once cleared, are able to volunteer anywhere in the CBE.

Annual Volunteer Registration:

You must complete the Huntington Hills School CBE Volunteer Registration Form when you begin volunteering and **annually thereafter**. By completing the form, you agree to abide by the conditions that protect the safety, confidentiality and working environment of schools. You also make a signed declaration regarding criminal charges.

Signing In

If you are coming to work or volunteer in the school, please report to the office. You will be asked to sign in and wear visible identification.

Safety and Security

If you are coming to the school for any reason, please come through the main office and sign in. The doors to the school are locked and you will be buzzed in after you ring the doorbell. We need to know who is in the school. If you are coming to pick up your child early the office will call your child down to meet you.

Ready for Kindergarten Bags

- Thank you to Calgary Public Library for donating ready for Kindergarten bags



Progressive Discipline Progression

Step 1: Discussion takes place with student 1:1 in the classroom.

Step 2: Student will be removed from the large group to another quiet place in the classroom. A phone call home may be made.

Step 3: Student is sent to the office. Phone call home will be made. A Behaviour Plan may need to be put into place if behaviour continues.

Step 4: If a serious incident occurs outside at recess, lunch or in the classroom a student can be sent to the office, or admin can be called, and we will contact home and the behaviour will be recorded in the student's file in PowerSchool.

City of Calgary Fair Entry Program

- Apply to the City's, Fair Entry Program to reduce fees to use any City of Calgary facility
- All students go the Thornhill Pool for swimming lessons as part of our Phys. Ed. program
- The cost of the swimming lessons is about \$35. With the Fair Entry pass, the lessons are only \$8. There are other discounts your family can take advantage of.
- Drop off your application at Thornhill pool or fill it out online at the City of Calgary

website.

PowerSchool Use PowerSchool to:

- View your children's academic information (schedule, grades, and attendance)
- Register for transportation and noon supervision.
- Pay fees and request fee waivers.
- Book school conferences.
- Sign up through the Huntington Hills School website or download the app to your phone.

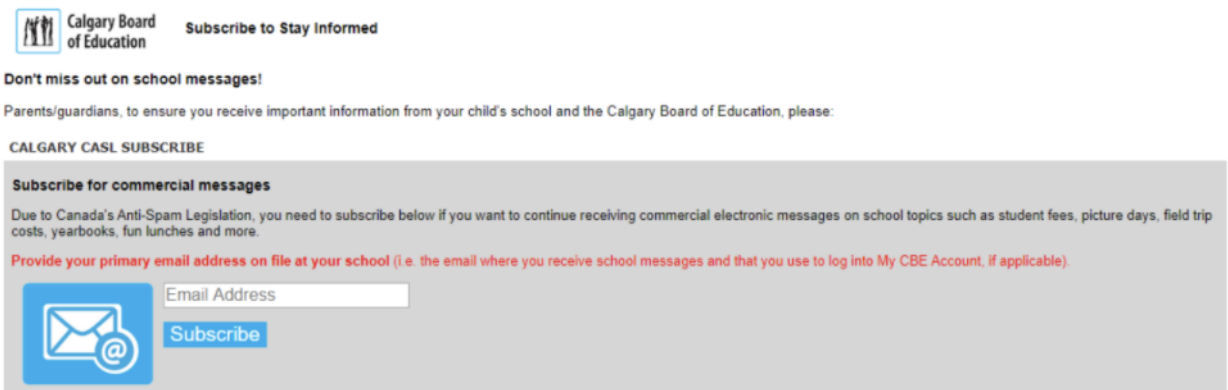
SchoolMessenger

Subscribing to School Messages:Commercial

Please go to the bottom left on our school's homepage and click the blue link:

http://calgary.schoolmessenger.com/cbe_subscribe

Use the email that you registered to receive messages with commercial content – reminders about fun lunches, PD days etc.



The screenshot shows the 'CALGARY CASL SUBSCRIBE' form. At the top, it says 'Calgary Board of Education' with a logo and 'Subscribe to Stay Informed'. Below that, it says 'Don't miss out on school messages!' and 'Parents/guardians, to ensure you receive important information from your child's school and the Calgary Board of Education, please:'. The main heading is 'CALGARY CASL SUBSCRIBE'. Underneath, it says 'Subscribe for commercial messages' and 'Due to Canada's Anti-Spam Legislation, you need to subscribe below if you want to continue receiving commercial electronic messages on school topics such as student fees, picture days, field trip costs, yearbooks, fun lunches and more.' A red line of text says 'Provide your primary email address on file at your school (i.e. the email where you receive school messages and that you use to log into My CBE Account, if applicable)'. There is a blue envelope icon with an '@' symbol next to an 'Email Address' input field. To the right of the input field is a blue 'Subscribe' button.

Translating Web Pages

If you need to translate website content to set yourself up on PowerSchool. Use Google Chrome settings to translate webpages into a specific language.

- Open Chrome on your computer.
- At the far top right, click the three vertical dots.
- Click 'Settings' 'Advanced' 'Languages'
- Move your cursor over the top portion of the Languages panel and click.
- Click "Add languages".
- Click the three vertical dots at the end of your added language.
- Check the box for "Display Google Chrome in this language."
- Check the box for "Offer to translate pages in this language."



Kindergarten | Welcome 2024-25

CBE Mission

Each student, in keeping with their individual abilities and gifts, will complete high school with a foundation of learning necessary to thrive in life, work and continued learning.

The Early Years

The early years are a time of significant development in a child's life. Personalized attention is extremely beneficial to early learners; that is what sets our early learning programs apart from the rest. At the Calgary Board of Education, we understand that children bring their own unique talents and gifts to their learning experience. Our dedicated staff know how to help children reach their full potential.

Learning opportunities

In kindergarten, your child will:

- explore and experiment with their environment
- interact with others
- develop decision-making skills
- build communication skills
- develop their knowledge and skills in early literacy, science, mathematics, social studies and fine arts

Supports and Services The Calgary Board of Education provides enhanced classroom supports for Kindergarten children. Throughout the year, members of a multidisciplinary team, such as speech language pathologists, occupational therapists, physical therapists and early learning strategists work collaboratively with the classroom teacher and interact with the children in large or small groups. The CBE is proud of these excellent services that enhance learning for children in our kindergarten programs.

Parent involvement

There are many ways for you to become involved in your child's education:

- talk with your child each day about what they did at school
- be positive about the school experience
- consider applying to be a volunteer in your child's school
- consider attending and be active in school council meetings

Learn more

Additional early learning information and links to useful resources are available on our website.
cbe.ab.ca/kindergarten



Kindergarten | Getting Ready



Starting kindergarten is an exciting time in a child's life and there are a number of ways that you can help prepare your child for this important experience. Talking about school and helping your child feel excited about going to kindergarten will make a positive difference.

Learn about the school:

- take your child to the school playground (when available)
- attend the school's kindergarten information session (when available)
- review the school website

Build your child's independence by encouraging them to:

- dress themselves (zippers, buttons)
- use the bathroom and wash their hands on their own
- put away toys and help out in other small ways at home
- make choices and solve problems



Take time to talk with your child about everyday activities:

- share special activities together, such as walks to the park
- talk about what you are seeing and doing
- talk, read, sing and play in your first language every day
- praise children for their efforts and courage to overcome setbacks
- talk about how it is okay to make mistakes

Read to your child every day:

- read stories together in your first language to help your child develop vocabulary, listening and speaking skills
- enjoy reading different types of books: picture books, information books, nursery rhymes, poetry
- encourage your child to talk about the pictures and stories as you read together
- visit your community library (when possible)



Build your child's interest in literacy and numeracy:

- make a game of looking for letters and numbers on community signs and in books
- provide scissors and playdough to strengthen fine motor skills
- provide opportunities for your child to draw with pencils, crayons and felt pens
- help your child print his or her first name, if they are interested
- make new discoveries by exploring together in a playful way

Young children need practice and patient encouragement in their learning. Working together and having fun is just as important as completing tasks.

Every child will be welcomed into the classroom as a unique individual with their own strengths. We look forward to learning with your child in the Calgary Board of Education; great learning starts here!

learning | as unique | as every student



Calgary Board
of Education



Kindergarten | Enhanced Supports for Your Child



Dear Parents and Guardians of Kindergarten Children,

The Calgary Board of Education (CBE) provides enhanced classroom supports to kindergarten children. The classroom teacher is at the centre of your child's learning team and is supported by a school learning team. Based on classroom needs, each kindergarten program will also be supported by a multidisciplinary team that works with large and small groups in the classroom and may consist of:

- Education Assistants or Early Childhood Practitioners
- Early Learning Strategists
- Speech-Language Pathologists (SLPs)
- Psychologists
- Occupational Therapists (OTs)
- Physiotherapists (PTs)



These team members work collaboratively with teachers to optimize your child's early learning experience. School Family Liaison Workers (SFL) are also available to support families of identified children.

Getting to know your child will be the first priority and will be done in a variety of ways, including conversations with you as a family and observing your child in the classroom. The CBE is proud of these excellent services that enhance learning for children in our kindergarten programs.

Sincerely,

Early Learning Team
Calgary Board of Education



Learn more | Additional early learning information and links to useful resources are available on our website: cbe.ab.ca/kindergarten

learning | as unique | as every student



Calgary Board
of Education



Calgary Board of Education

CBE schools are closed on the days shaded grey.

August 26, 27, 28	Non-instruction days
August 29	First day of school
September 2	Labour Day
September 27	Non-instruction day
September 30	National Day for Truth and Reconciliation
October 14	Thanksgiving Day
October 25	Non-instruction day
November 7	Last day of classes
November 8	System Indigenous Education Professional Learning Non-instruction day
November 11 - 13	Fall Break
November 14	Classes resume
November 29	Non-instruction day
December 20	Last day of classes
Dec 23 - Jan 3	Winter Break
January 6	Classes resume
January 31	Non-instruction day
February 13, 14	Teachers' Convention
February 17	Family Day
February 28	Non-instruction day
March 20	Last day of classes
March 21	Non-instruction day
March 24 - 28	Spring Break
March 31	Classes resume
April 18	Good Friday
April 21	System Professional Learning Non-instruction day
May 16	Non-instruction day
May 19	Victoria Day
June 26	Last day of school Early Dismissal
June 27	Non-instruction day

2024 – 2025 INSTRUCTIONAL CALENDAR

August 2024	September 2024	October 2024
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
November 2024	December 2024	January 2025
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
February 2025	March 2025	April 2025
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
May 2025	June 2025	July 2025
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
Approved Jan. 8, 2024		