



West Hialeah  
Gardens  
Elementary  
Kindergarten  
Orientation  
August 18, 2017



School Hours

8:20 am - 1:50 pm

Daily



Dress Code

West Hialeah Gardens Elementary  
is a mandatory uniform school.

BOYS

Bottoms:

- Khaki or Navy pants or shorts

Tops:

- Red or Gold Polo with school logo
- Any school T Shirt

GIRLS

Bottoms:

- Khaki or Navy skirts, skorts, pants, or shorts

Tops:

- Red or Gold Polo with school logo
- Any school T Shirt



# Attendance Policy

## Excused Absences or Tardies

1. Student Illness - In order for an absence to be excused, the parent must provide a written note to the school indicating the nature of the illness. Students missing 5 or more consecutive days of school due to illness are required to provide a written statement from a health care provider. The written statement must include all of the dates that the student has been absent from school. If a student is repeatedly absent from school due to a specific medical condition, he or she must be under the supervision of a health care provider.



# Attendance Policy

2. Medical Appointment - If a student is absent from school due to a medical appointment, a written statement from a health care provider indicating the date and time of the appointment, must be

submitted to the school.

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A colorful, hand-drawn border surrounds the text. The top border features a row of letters: 'A' (purple), a red apple, 'B' (blue), a red polka-dot mug, 'C' (green), a yellow star, 'D' (purple), and a red heart. The left border has a vertical column: 'A' (purple), a white flower, 'B' (blue), a yellow star, 'C' (green), a yellow bell, and a red heart. The right border has a vertical column: 'A' (purple), a yellow pencil, 'B' (blue), a white flower, 'C' (green), a red heart, and a red apple. The bottom border features a row of letters: 'A' (purple), a yellow pencil, 'B' (blue), a white flower, 'C' (green), a blue globe, 'D' (purple), and a red apple. The text 'Attendance Policy' is written in red, serif font in the center of the page.

# Attendance Policy

3. Death in the family.
4. Observance of a religious holiday or service when it is mandated for all members of a faith that such a holiday or service should be observed.
5. School-sponsored event or educational enrichment activity that is not a school-sponsored event, as determined and approved by the principal or the principal's designee: The student must receive advance written permission from administration.



# Attendance Policy

6. Subpoena by law enforcement agency or mandatory court appearance.

7. Other individual student absences beyond the control of the parent/guardian or student, as determined and approved by the principal or the principal's designee. The principal shall require documentation related to the condition.



# Attendance Policy

## Unexcused Absences

Any absence that does not fall into one of the above excused absence categories is to be considered unexcused. Any student who has been absent from school will be marked unexcused until he/she submits required documentation as specified above. Failure to provide required documentation within three school days upon the return to school will result in an unexcused absence.





# Attendance Policy

- Unexcused absences include:
- Absences due to vacations, personal services, local non-school event, program or sporting activity.
- Absences due to older students providing day care services for siblings.
- Absences due to illness of others.
- Absences due to non-compliance with immunization requirements (unless lawfully exempted).



# Arrival/Dismissal

- The first bell for Kindergarten rings at 8:10 am. Indicating that all students should be in school. The final bell rings at 8:20 am indicating that any student arriving after that time is considered tardy.
- Students arriving after the final bell at 8:20 am will report to the Security desk to receive their Tardy Pass.
- Excessive tardies may result in loss of privileges, detention, parent conference, and/or suspension. Late arrivals may be accrued and count towards unexcused absences.



# Early Dismissal

The early release of students causes disruption to the academic performance of all students and may create safety and security concerns. No students shall be released within the final 30 minutes of the school day unless authorized by the principal or principal's designee (i.e., emergency, sickness).

School Board Policy 5200



# Drop-Off Procedures

- All parent drop-off students are to enter the school through the main entrance (big gates). **DO NOT** drop students off in the parking lot or on NW 120th Street / NW 92<sup>nd</sup> Avenue. Utilize the parent drop-off / pick-up lanes.
- All bus students are to enter the school through the side gates in the bus loading zone (NW 92nd Avenue).
- Parents will be allowed to drop-off students at their classroom door **THE**

FIRST WEEK OF SCHOOL ONLY!

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# Dismissal Procedures

- After Care students will be picked up by their after care teacher from the classroom.
- Parent Pick-Up students will be escorted by a teacher to the designated area for their grade level. Parents are to wait outside the designated area until their child is called and released to them. Additionally, we strongly encourage the use of our car drop-off and pick-up lane. Parents who wish for an older sibling to pick up the younger sibling **MUST** write a note to the school to that effect.

8/19/2017 Students will be dismissed by staff at all times. [www.brainybetty.com](http://www.brainybetty.com)



# Dismissal Procedures

- Bus students will be escorted by a teacher to the designated bus pick-up area. Students will be supervised by staff until they board their bus. Parents are not permitted in the bus pick-up and drop-off zones.
- Students who will be walking home will be released when the final bell of the day rings. All walkers MUST have written permission from a parent indicating that they are allowed to walk home.



# Dismissal Procedures

Dismissal arrangements should be consistent. If a parent wishes to change the manner in which their child is to be dismissed, they must write a letter to the school indicating the change, the date it will begin, and any other important information.



# Before & After Care

- West Hialeah Gardens Elementary School offers a Before School Care program from 6:30 am - 7:30 am and an After School Care program until 6:00 pm daily. Please see the office staff for more information.
- Before School Care fees are \$4.00 per day.
- After School Care fees:
- Story Hour from 1:50 pm - 3:05 pm is \$4.00 (only for students with a sibling who is dismissed at 3:05 pm)
- Free or Reduced price lunch qualification is \$7.00 per day/\$8.00 for full paying lunch.
- Students who are picked up after 6:15 pm will be assessed a \$10.00 per 15 minute fee.
- If you need to contact the after care office, please call 305-818-4000, ext 2125

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# Breakfast

## Free Breakfast

The National School Breakfast Program was enacted to ensure that school children are being served a nutritious breakfast daily. Miami-Dade County Public Schools offers breakfast at no charge to all M-DCPS Students. The breakfast at no charge is not dependent on the student qualifying for free/reduced meals at lunch. Our cafeteria is open from

7:30 am - 8:15 am to serve breakfast.

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# Lunch

## Free/Reduced Lunch Program

The National School Lunch and School Breakfast Programs as administered by Miami-Dade County Public Schools provide free and reduced priced meals for children unable to pay the full price. Applications must be filled out every school year; forms are sent to all homes with a letter to parents or guardians the first week of school. Meal benefits begin on the day the application is approved and continue throughout the school year in which the application is approved, the summer, and approximately the first twenty days of the next school year.

# PayPams

- Miami Dade County Public School's Department of Food and Nutrition allows parents/guardians the convenience to pay on-line via the internet or by telephone for their child's/children meals with a credit or debit card. The parent/guardians will create a lunch account on-line for the child and will be able to access the following:
  - a. view the account balance
  - b. schedule automatic payments.
  - c. receive low-balance e-mail r
  - d. view a report of daily spending and cafeteria purchases



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# Emergency Contact Forms

Student Data/Emergency Contact Forms are distributed during the first week of school. Students are expected to bring the cards home and present them to their parents or guardians. The card must be carefully completed and then returned. The information provided on the Student Data/Emergency Contact Form will enable school staff to contact the parent/guardian immediately in the case of an emergency. **Students may only be released from school to the persons listed on the emergency contact card after presenting a picture identification.** No persons, other than school staff, will have access to the information submitted. Please keep telephone numbers up to date.



# Emergency Contact Forms

- The enrolling parent, the parent who enrolls the student in school:
- Fills out the Emergency Student Data Form (School Board Policy 5230)
- Determines who is authorized/not authorized for Early Release (School Board Policy 5230)
- Is the only one permitted to withdraw or transfer the child, even in cases of "shared parental responsibility". The enrolling parent fills out the Student Data Form (School Board Policies 5200 and 5131)
- The enrolling parent completing the Emergency Student Data Form is responsible for providing information that is truthful and accurate.

# Medicine

- Medicine is not allowed to be kept by students. All medicine must be brought to the office, labeled, and with appropriate paperwork.
- District policy restricts school staff to only dispense medicine to students who bring in an original prescription from a licensed medical doctor, as well as the appropriate district forms. All forms and prescriptions must be kept up-to-date. Over-the-counter medicine may be distributed according to package directions. **Original packages and appropriate paperwork must accompany any**

**medicine.** School staff will not dispense any medicine that does not meet specific district policies and medical doctor's



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# Textbooks & Library Books

All students are issued textbooks, workbooks, and library books. It is the student's responsibility to take care of their books and to keep them in a safe and secure location. Any textbooks, workbooks, or library books that are lost or damaged become the financial responsibility of the parent. Any student with any outstanding financial obligation



the school may have special activities and privileges withheld.

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# BISO

BISO schools offer a school-wide dual language program model. This program serves those students who are especially interested in developing their bilingual and bi-literate proficiency in English and one other language. BISO schools follow an instructional schedule where 60% of the day is devoted to instruction in or through English and 40% of the day is devoted to instruction in or through the language other than English. The time for instruction in the several areas of study follows the norms established for all elementary schools with the addition of sixty minutes for language arts in the language other than English. Instruction in the curriculum areas is delivered in or through both languages.



PEACE



LOVE



BILINGUAL  
EDUCATION



# STEAM

- M-DCPS Science, Technology, Engineering and Mathematics (STEM) and now with the addition of Science, Technology, Engineering, Arts and Mathematics (STEAM) School Designation program's primary goal is to promote STEAM and STEM education and integration among its disciplines.
- The STEAM and STEM school designation criteria includes: STEM competitions, professional development, partnerships, equity and accountability. In addition, the STEAM and STEM School Designation will strengthen science, mathematics, visual and performing arts, accelerated and Career and Technical offerings.
- Schools that meet the designations will be promoted to the community to ensure all stakeholder choices M-DCPS offers in the areas of education. Three distinct recognition levels (Silver, Bronze and Gold) will be offered to schools based on growth and performance in the area of



# Cambridge Academy


- The Cambridge Academy is an innovative and accelerated method of academic study offered solely through Cambridge International Examinations.
- Promotes academic rigor in English, Mathematics, and Science.
- Provides a flexible curriculum framework that promotes creativity.
- Emphasizes thinking skills as well as inquiry-based learning.
- Measures student progress based in international benchmarks.
- Presents a global focus while promoting cultural sensitivity.



- Prepares students for Middle School and High School Cambridge programs.

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# Kindergarten Program Inquiry

- 1st Nine Weeks - Manners Matter - Rules and laws help us become better citizens.
- 2nd Nine Weeks - Celebration! - Cultures throughout the world communicate their beliefs through different customs and traditions.
- 3rd Nine Weeks - Can You Hear Me Now? - There are many means of communication.
- 4th Nine Weeks - Sunshine, Moonlight - Patterns in the Earth and human needs are interrelated.

# Title I Program

- West Hialeah Gardens Elementary School will receive special federal funding, which will be used (in addition to our regular State and local funding) to improve the educational program for all students in our school. This federal funding will allow us to implement the Title I Schoolwide Program.
- The Title I Program will allow us to provide supplemental instruction in the areas of reading, writing, mathematics and science to our students through our Title I Improvement Plan.

- Please attend our Title I Open House event before your child's 5<sup>th</sup> birthday.



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# Code of Student Conduct

<http://ehandbooks.dadeschools.net/policies/90/index.htm>

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# Volunteers & Parent Involvement

- <http://www.engagemiamidade.net/#!community-school-volunteers/c3u5>
- School Board Policy 2111
- <http://www.neola.com/miamidade-fl/>

West Hialeah Gardens Elementary School  
Volunteer Orientation  
Wednesday, September 20, 2017 at 9:00 am  
Cafeteria

# PTA



The West Hialeah Gardens Elementary Parent-Teacher Association works with state and national PTAs to support and speak in the schools, in the community and before governmental bodies and other organizations that make decisions affecting youngsters. We support the faculty and administration in their efforts to improve educational and extracurricular activities in the school. We work to encourage parent, student and public involvement at the school as a whole. We encourage you to join our PTA.

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# Homework

Students will have homework assigned daily. Homework is reinforcement of the skills taught during the school day. Kindergarten homework assignments should take about 30 minutes to complete with an additional required 30 minutes of Reading.



# Homework

West Hialeah Gardens Elementary implements several online and computer based programs that are utilized both in school and at home. Please check up on how your child is progressing in these programs.



# Internet Accessibility

Internet accessibility is important in the home. Computers and tablets are available at reasonable rates. Additionally, if your child qualifies for free lunch, you may be eligible to receive Internet Essentials from \$9.95 a month.

Opportunity for every family is online.

Introducing Internet Essentials  
Fast, affordable home Internet service.

**\$9.95**  
a month  
+ tax

You may qualify if your child is eligible to participate in the National School Lunch Program.

[LEARN MORE](#)

[internetessentials.com](http://internetessentials.com)



# Preparing for Kindergarten

- Ways to help your child succeed in First Grade:
- Read aloud to your child daily (in English and/or Spanish).
- Make sure they know their student ID number, telephone number, address and date of birth.
- Supervise the completion of homework activities on a daily basis.
- Make sure that your child comes to school prepared to learn!
- Visit the school webpage regularly.
- Check the parent portal on a weekly basis to review grades and assignments.

# Important Websites

- <http://www.dadeschools.net/parents.asp>
- <http://www.dadeschools.net/students.asp>
- <http://www.whges.org/>



