

August 1, 2019

Dear Parents,

I hope you are enjoying your summer with your family. In just a few weeks we will be beginning the 2018-2019 school year. **The first day of school will be on Monday, August 26th.** The staff is looking forward to having you and your child as part of our Haycock family. The following is information that should be helpful to you prior to the first day of classes.

Communication

Haycock Elementary has a variety of ways to communicate with parents.

- News You Choose – school information sent weekly by the principal
<https://www.fcps.edu/resources/parent-communication-overview>
- PTA Hotsheet – our PTA sends out a weekly e-newsletter called The Haycock Hotsheet which has useful information regarding extra-curricular activities, social events and volunteer opportunities. It is a self-subscribe (and unsubscribe) process. If interested, sign up at www.haycockpta.org.

Class Placements

Parents will receive an email by Wednesday, August 21 with their teacher assignment.

Open House

Please plan to join us at our **Open House on August 22nd, 2019.**

3:00-4:00 - This will be an opportunity to visit the classrooms and meet your teachers and specialists.

School begins on Monday, August 26, 2019

Haycock's hours of instruction are 9:20-4:05

The first day will be a regular, full day schedule for all grades. Doors will open at 9:10 for all students. Please do not drop off before 9:05AM, since supervision is not available prior to that time. Parents of students in grades K-6 may escort their students to the classrooms on the first day of school and are asked to exit the building by 9:20.

Reminder: Friday, August 30th is a student holiday.

Drop Off and Pick Up Procedures**Walkers****Arrival** –

Doors open at 9:10.

Door #1 and #10 open at 9:10 for all walkers.

Door #2 opens into the cafeteria at 9:00 for kindergarten walkers and for walkers in grades 1-6.

Kindergarten walkers may be attended by their parents for the first week. Kindergartners will be assigned tables near the cafeteria lines by teacher, denoted by the teacher's name. Patrols will escort students to their classrooms starting at 9:05. Students in grades 1-6 will be released at 9:10 to go to their classrooms.

Dismissal –

Dismissal begins at 4:05.

Kindergarten walkers are escorted to the cafeteria where parents can meet their students at a 4:00.

Students in grades 1-6 will be dismissed at 4:05 from Doors #10, #12, and #1. Parents can meet their students at those doors for dismissal.

Kiss and Ride:

Westmoreland Street Kiss and Ride area will be utilized for all students and siblings in grades K through 6th grade. Adults and patrols are on duty to assist students in and out of the cars. Students being dropped off can enter the building through Door #2, which is to the left of the main entrance starting at 9:00am, or Door #10 starting at 9:10am. Students arriving after 9:20 will need to enter the building with an adult through the front entrance and obtain a tardy pass.

- For safety have patience while you wait in the Kiss and Ride line.
- All cars must enter into Kiss and Ride through the entrance nearest the Temple. Once you have entered, you will go through the loop. Students are only to be let out of the car in the loop where teachers and patrols are present.
- Once you have dropped off/picked up your child, if you are turning right on Westmoreland, you can exit the parking lot through the exit closest to Haycock Rd. If you plan on turning left on Westmoreland, you can loop back through the parking lot and exit using the entrance closest to the Temple.
- Cars need to follow the directional arrows on the pavement and/or prominent signs.
- Do not drive to the front entrance of the building when buses are present for loading of students either for arrival or dismissal or field trips.

Limited parking is provided for cars at the Westmoreland side of the school building and in the local neighborhood. No students should be dropped off in the Haycock Road parking lot. There will be limited parking in the Haycock Road lot, especially during arrival and dismissal times.

Do not cut across the bus loop at any time. We all need to work together to model safe habits for our students. Compliance with these guidelines will provide safety for all.

Bus Riders:

Parents will receive a letter with the bus assignment from FCPS Transportation which will include their bus number during the week of August 19.

We would strongly encourage those students who will be regular bus riders to actually ride the school bus on the first day rather than be driven by car. Not only does the extra car traffic create a dangerous back-up, but it makes it more difficult for us to ensure that students board the correct bus for the ride home. **(Kindergarteners always need to be met at their bus stop by a parent, designated adult or sibling in seventh grade or older.)** Parents should make sure the children know their bus number and street assignment.

Student Tags

For the first week of school, all students should come to school with a notecard for the teacher on which is written the following: **child's name, the bus run if a bus rider, teacher's name and room number, and indicate if child is car rider, walker, bus rider or SACC student.** This will assist the staff in getting all students to class and back on buses promptly and efficiently

Purchasing Lunch

Student lunches will cost \$3.25 this year. We strongly encourage you to use www.myschoolbucks.com, if you are looking for an easy way to maintain money on your child's account. Students will type in their student ID numbers to access their accounts at school.

Parent Sign-In Procedures

We have a sign-in for parents entering the building. If you are visiting the school you must scan your ID (driver's license, passport, etc.) and a badge will be produced. The student who arrives late or leaves early will continue to be signed in/out on a separate computer. Haycock encourages parents NOT to sign students out past 3:30 as to not interrupt dismissal procedures. Unless volunteering, parents should not go to the classrooms while students are in the building for the following reasons:

- Protecting our students at all times is our top priority. When adults enter the building and go to locations that are not authorized, that sets up a dangerous precedence where the staff cannot account for the adults in the building.
- Going to a classroom in the morning to speak with a teacher takes them away from preparing their lessons for the day's lesson.
- When the class is in session, teachers cannot have their attention away from the students and their needs.
- If you would like to speak or meet with a teacher, please send them an email or leave them a phone message to set up a time where it will not interfere in their daily responsibilities.

Thanks for your understanding and support.

School Forms

At the beginning of the school year comes a large number of forms that parents must fill out and return to school. These forms are included in the Beginning of School packet that you will receive in your child's classroom at the Open House or on the first day of school. **One form that you will receive is a preprinted Emergency Care Form. You will only need to verify the information, make any changes, sign and return the form to the school. Also, the Health Information Form will need to be returned, if you have not already done so.**

In your Back to School materials, you will also find information about the FCPS Family Life Education Program. Your child will be included in all Family Life Education (FLE) instruction unless you request that he/she be opted out using the Opt-out Form. You will have hard copies of the Opt-out forms with additional information in your back to school folder.

For calendar purposes, this year's **Back-to-School Night will be August 29th from:**

6:00-7:00 – Grades K-3

7:00-7:30 – PTA meeting

7:30-8:30 – Grades 4-6

This is a parent only event. Child care should be arranged for this evening. More information on this event will be forthcoming. Please car pool or walk to avoid parking issues.

Enjoy your last few days of summer. We look forward to seeing you soon for the start of a fantastic year.

Sincerely,

Scott Bloom Heather Boyd Scott Reeder