



This letter was sent via email on Friday, 8/4/2023, to A Child's Garden (3s, 4s, and 4/5s) families.

Dear A Child's Garden (ACG) Crocus, Iris, and Sunflower Parents/Guardians,

We hope you are having a relaxing, fun-filled summer. We look forward to a great year with our new and returning friends. Please read this letter with information for the beginning of the school year. If you have any questions, please contact us.

The Crocus class is the class for our youngest class (preschool). The Crocus teacher is Lindley and the Crocus class assistant is Maddie. Lindley is an NGFS graduate who has been teaching at NGFS since 2016, and worked in our summer program and Extended Care prior to that. This will be Lindley's second year teaching in A Child's Garden. Her children Amelia and Grayson are at NGFS as well. Maddie has been working with the preschoolers at Extended Care and Summer Camp over the last year. After years of various child-centered work abroad, Maddie is thrilled to be a new member of the NGFS teaching staff. Lindley and Maddie are both excited to be welcoming our youngest learners to NGFS. The Crocus classroom is in Guilford Hall, facing the back parking lot and the Parker Young building. Crocus is accessed through the gated playground entrance.

The Iris class is made up of Pre-K students. The Iris teachers are Jeannie and Ben. Jeannie and Ben have been teaching in A Child's Garden together for several years. Jeannie loves sharing activities with the children and Ben loves leading science experiments and discussions. Jeannie is a former NGFS parent of two adult children. Ben grew up as a student at NGFS and prior to teaching, served as the NGFS Extended Care Director. The Iris classroom is in Guilford Hall, facing the back and main parking lot. Iris is accessed through the gated playground entrance.

The Sunflower class will be a combination Pre-K and Transitional Kindergarten. The Sunflower teacher is Courtney and the Sunflower class assistant is AJ. This will be Courtney's third year on the A Child's Garden team. Courtney's daughter Maeve is a student in the NGFS Upper School. AJ has taken on many roles at NGFS over the years from summer program to athletics and is excited to continue in the Sunflower class for a second year. The Sunflower classroom is in the Parker Young building facing the back field and back parking lot. Sunflower is accessed through the door facing the back field.

School Supply List:

- If your child will be with us for the full day, send a personal blanket (preferably no larger than an adult bath towel) and/or stuffed animal (no taller than 12 inches) for rest time. Cots/mats will be provided.
- Bug Repellant, Sunscreen (labeled)
- One labeled reusable water bottle of your choice with a spill-proof cap, no glass
- Lunch box (labeled) and labeled snack

Please bring the following to Classroom Welcome Night on Aug. 21:

- A seasonally-appropriate change of clothes, in a labeled Ziploc bag, for your child: top, bottom, underpants, and socks. These clothes will be kept in our classroom.
- Three recent 4x6 photos of your child that we can keep.

Personal Possessions at School:

We ask that children leave toys at home. ACG students are allowed to bring a personal blanket and/or small stuffed animal (no taller than 12 inches) for rest time. We ask that students take the blanket or stuffed animal home each weekend, have it washed, and then bring it back to the classroom each week.

Drop-Off and Pick-Up Procedures:

- You will be given a name card to display on your car window visor. Please be sure to clearly display this card on the visor in the morning and afternoon; we appreciate your assistance in helping drop-off and pick-up run smoothly and efficiently.
- Drop-off begins at 7:30 a.m. for Extended Care and 8 a.m. for the regular school day and continues until 8:25 a.m. Please plan to arrive during this window of time.
- *Crocus and Iris parents:* Please pull around and park behind Guilford Hall. Parents/guardians can walk their child over to the playground gate where children will be greeted and escorted to the classroom by school staff. Parents/guardians can take a minute at this transition point for a quick goodbye hug.
- *Sunflower parents:* Please pull around and park in the spaces behind the Sunflower building (Parker Young). Parents/guardians can walk their child to the sidewalk near the Parker Young building and take a minute at this transition point for a quick goodbye hug. A staff member will be present to escort your child to class. If you choose to walk your child to the classroom door, that is fine with us.
- If your child arrives late, parents/guardians must bring their child to the office to sign in. The student will be escorted by staff to their classroom.
- **Half-Day Dismissal at 12:45 p.m.:** Parents/guardians can park in the spaces near the ACG classrooms. Parents/guardians can pick up their child at the gate.
- **Full-Day Dismissal (2:30 p.m.) and Extended Care Dismissal (up to 6 p.m.):** Crocus and Iris parents/guardians should pick up their child at the playground gate. Sunflower parents/guardians should pick up their child at the classroom door. If someone other than the parent/guardian is picking up, please make sure the person you send is on your authorized pick-up list in ParentsWeb. Instruct them to have identification with them; staff will check the ID of anyone unknown to them.

Extended Care Note: ACG Extended Care combines with K-6th Extended Care in the afternoons, typically between 4:15 and 5:15 p.m. At that time, a sign is placed in the driveway, at the top of the breezeway, to notify families so they know to pick up their ACG student at the front gate rather than the classroom playground gate.

- If you must pick your child up before school is over, please go to the office to sign your child out. If early pick-up is for a scheduled appointment, please coordinate with your student's teachers in advance so they will have their belongings packed and ready to go at the designated time of pick-up. If someone other than the parent/guardian is picking up early, please make sure the person you send is on your authorized pick-up list in ParentsWeb.
- Please email your student's teachers if they will be absent.

Extended Care (see [Extended Care page](#) for information)

- Morning care is provided from 7:30-8 a.m.
- Afternoon extended care runs until 6 p.m.

Morning Snack and Lunch:

Children need to bring a snack and lunch each day.

- For snacks, healthy items such as fruit, vegetables, cheese, and crackers are appropriate. We would rather not have children eat desserts at snack time.
- Soft drinks and glass containers are not allowed.
- **Please send one refillable water bottle with fresh water with your child daily as we will be spending a great deal of time outside.**
- Be sure to label your child's lunch box and any plastic containers in it so that we can return them to you if they are lost. We suggest sending a small ice pack in the lunch box to keep items cold. Items meant to be eaten warm need to be sent in a thermos.
- There is an option to order hot lunch through My Hot Lunchbox; see [Back to School page](#) for more information and directions for ordering.

Upcoming Dates:

- Monday, August 21 - Classroom Welcome Night, 6-7 p.m.
- Wednesday, August 23 - First day of school
- Friday, September 1 - Hopes and Dreams Conferences, No school for students
- Monday, September 4 - Labor Day, School closed
- Tuesday, September 12 - Lower School Parent Night, including a presentation about the A Child's Garden program, 6-7:30 p.m.

Class List: For the A Child's Garden class list, please see the Welcome Letter email, sent on 8/4/23 from Carolyn Howes, Head of Lower School, chowes@ngfs.org

Sincerely,

Lindley and Maddie, ACG Crocus Teachers

Lindley (she, her): laws@ngfs.org; Maddie (they/them, she/her): mcampbell@ngfs.org

Ben and Jeannie, ACG Iris Teachers

Ben (he, him): blancaster@ngfs.org; Jeannie (she, her): jeanniew@ngfs.org (be sure to add the w)

Courtney and AJ, ACG Sunflower Teachers

Courtney (she, her): coshea@ngfs.org; AJ (she, her): ajsmith@ngfs.org