



**Dear A Child's Garden (ACG) Crocus and Iris Families,**

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 students (preschool). The Crocus teachers are Lindley and 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 third year teaching in A Child's Garden. This will be Maddie's second year in the Crocus class and third year at the school since starting in the Extended Care and Summer Camp programs. Maddie has 12 years of experience of child-centered work both in care-taking and educating, some of which took place abroad. Lindley and Maddie are excited to be welcoming our youngest learners to NGFS and to watch them grow and form a classroom community. The Crocus classroom is in Guilford Hall, facing the back parking lot. Crocus is accessed through the gated playground entrance.

The Iris class is made up of Pre-K students. The Iris teachers are Ashlee and Ben. Ashlee is excited to join the NGFS community this year. She has been teaching in early education for 17 years, the last six years in Quaker education. She loves educating young children and watching them explore and grow daily. Ben has been teaching in Iris for 6 years. He loves leading science experiments and discussions. 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 lots. Iris is accessed through the gated playground entrance.

Please see the Welcome Letter email, sent on August 9, for the ACG class list.

**School Supply List**

- A personal blanket (preferably no larger than an adult bath towel) and/or stuffed animal (no taller than 12 inches) for rest time. Cots will be provided.
- One reusable water bottle (no glass, please) with a spill-proof cap, labeled with student's name
- Lunch box and snack, each labeled with student's name

**Optional Supplies:** If you are interested in donating a few items for classroom use, we are regularly in need of: baby wipes, various ziplock bag sizes, Clorox wipes, and tissues.

**Please bring these items to Classroom Welcome Night on Monday, Aug. 19.**

- A seasonally-appropriate change of clothes for your child in a labeled Ziploc bag: top, bottom, underpants, and socks. These clothes will be kept in our classroom.
- Three recent 4x6 photos of your child that we can keep
- One 4x6 family photo 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 and stuffed animal home each weekend to be washed and bring back to the classroom each week.

## **Drop-Off and Pick-Up Procedures**

- You will be given a name card to display on your car visor. Please be sure to display the tag 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 7:45 a.m. for the regular school day. **The school day begins at 8 a.m.**
- Please pull around and park behind the ACG classrooms. 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.
- 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.
- **A Child's Garden dismisses at 2:30 p.m.** We are excited to bring back a much loved and long standing tradition of having parents of our younger friends come into the classroom to pick up their children. At dismissal, we will open the classroom doors, and you may pick up your child from their classroom.
- If someone other than the parent/guardian is picking up, please make sure the person is on your authorized pick-up list in ParentsWeb (FACTS Family Portal). Instruct them to have identification with them; staff will check the ID of anyone unknown to them. (Please note that changes in ParentsWeb may take up to 48 hours to update.)
- *Extended Care Note:* Extended Care for ACG students starts in the classrooms then combines with K-6th Extended Care, 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 that they know to pick up their ACG student at the front gate rather than the ACG classroom.
- If you must pick your child up before dismissal, 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 is on your authorized pick-up list in ParentsWeb.
- Please email your student's teachers if your child will be absent.

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

- Morning care is provided from 7:30-7:45 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.
- **Please send one refillable water bottle with fresh water with your child daily as we will be spending a great deal of time outside.**
- Soft drinks and glass containers are not allowed.
- 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.

**Allergy Information:** Any classroom food allergy restrictions will be announced before school begins.

### **Important Dates:**

- Monday, August 19 - Classroom Welcome Night (preschool-6th), 6-7 p.m.
- Wednesday, August 21- First day of school
- Thursday, August 22 - New Parent Orientation (preschool-6th), 8-9 a.m.
- Friday, August 30 - half-day, ACG dismisses at 11:30 a.m.; Hopes and Dreams Conferences in the afternoon
- Monday, September 2 - Labor Day, School closed
- Tuesday, September 10 - Lower School (preschool-6th) Parent Night, 6-7-30 p.m.; begins with a presentation for all in the Student Activity Center at 6 p.m. followed by class-level presentations in the classrooms.

*Lindley and Maddie, ACG Crocus Teachers*

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*Ben and Ashlee, ACG Iris Teachers*

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