



Port Byron Central School District  
#GoPanthers

## UPK Handbook

### Welcome

Welcome to the Port Byron Central Schools UPK program! Now begins a wonderful school experience for you and your child. It also is the start of a very meaningful relationship between home and school that will last for the remainder of your child's school career.

### Hours

UPK is a full-day program, 5 days a week with hours from 7:50 A.M. – 2:25 P.M.

### UPK Curriculum

The primary purpose of our UPK program is to provide an overall enriching experience that meets the health, nutritional, developmental, social, and educational needs of all students.

Daily learning experiences allow children to play, listen, talk, sing, share and cooperate while also developing individual interests and academic foundational skills in reading, writing, mathematics, science, social studies, and the arts. Our curriculum follows the NYS Prekindergarten Foundation for the Common Core and for implementation we will be using the Three Cheers for Pre-K Curriculum

### Assessment

To provide an overall picture of growth and development your child will take part in a variety of assessments throughout the year. Each quarter your child will receive a report card that follows the Common Core Standards. Your child's scores will be determined based on teacher observations, skills performances, and overall performance on ELA and math assessment tools.

## Services

If there is a need for any additional services (speech, OT, PT) there is a referral process that can be pursued through the school's Special Programs Department. Please ask for additional information if you have any concerns.

## Typical Day

As in any classroom the schedule can change on any given day. However, listed below are the main components that your child will experience daily:

- Breakfast and Lunch (free to all students)
- Daily Snack (provided)
- ELA/Math Instruction
- Open Centers/Free Choice Time
- Social Emotional Instruction
- Recess
- Daily Special (Library, Art, P.E., Music)
- Rest Time

## Communication

We strive to maintain an open, positive relationship with our families. We are always available to discuss any matters and frequently use the following methods:

- Email:
  - Mrs. Bellamy: [abellamy@pbcschools.org](mailto:abellamy@pbcschools.org)
  - Mrs. Evans: [mevans@pbcschools.org](mailto:mevans@pbcschools.org)
- Student folders- Notes, Monthly Calendars, Communication Logs
- Phone Calls
- ParentSquare
- Parent Conferences/End of Year Survey

In addition to these resources the district's main website also provides a wide array of information. In the event of an emergency (weather related or otherwise) there is an automated system that will contact you with pertinent information.

## Parent Participation

During a typical school year there are a number of opportunities available for you to take part in your child's educational experience. Some examples of such events include, but are not limited to:

- Orientation
- Open House
- Halloween ~ Special Person's Day
- Field Trips
- End of Year Celebration
- Parent/Teacher Conferences

## Birthdays

Special treats on or near your child's birthday are welcome with a few guidelines:

- Please notify us in advance of the date you would like to have your child celebrate.
- Treats must be store bought and should be simple.
- Please provide any additional necessities (plates, silverware, etc.)

## Arrival/Dismissal and Illness

If your child arrives late to school they will need to be taken to the Lehn entrance on the main bus loop to be signed in. They will then be escorted to their classroom.

For early dismissal or if your child is ill and needs to leave school, please go to the Lehn Office to sign out your child. The office will notify the correct individual and your child will be brought to you.

For pick up at regular dismissal time please use the parking loop out back, near the Athletic entrance/stadium. Your child will be brought to you.

If your child is absent please remember to notify the school and send an excuse/doctor's note upon their return.

We are excited to start the new school year with you and your child. We are here to help in any way we can so please never hesitate to contact us with any questions or concerns. Here's to a great year!



Mrs. Bellamy  
Mrs. Evans

# UPK Supply List

## SCHOOL SUPPLY LIST

### A.A. Gates School Supplies for UPK

Large easy to open backpack (no wheels please)

Blanket for rest time and a small stuffed animal, if they'd like, that can be *kept at school*

1 paint shirt (old T-shirt of mom or dad's is fine, LABELED)

1 change of clothes for emergencies (please pack in large baggie labeled with child's name). Please make sure to include underwear and socks.

Extra sneakers for PE to *keep in school*

Extra sweatshirt to *keep in school*

A family picture for your child to hang up in the classroom.

If you would like to bring any of the above items with you to orientation please feel free to. It makes the 1st day of school easier for everyone! Thanks

\*All other school supply materials will be provided by the district.

