



August 1, 2016

Dear White Tiger Families,

We are excited to welcome you to Welch Elementary School for the 2016 - 2017 school year. I hope this letter finds you enjoying the sunny days of summer! I have really enjoyed my time this summer with my husband, Dan, and our two little girls: Avery (7) and Payton (5). I hope you and your family have had an opportunity to relax and enjoy time with those close to you!

August is one of my favorite months! There is such wonderful energy as students and teachers return after summer vacation. I am very much looking forward to seeing everyone in a few weeks and starting our year together as Welch White Tigers! I can't express how very excited I am to be a part of this fabulous community!

It has been a busy summer in the Welch office and we have been planning many wonderful things for the upcoming school year. The Welch staff and I are enthusiastic to team together with you. Thank you for sharing your children with us.

The following information should be helpful as the school year begins.

Registration

If you have not yet completed all of the necessary components for your child's registration, please do so as soon as possible. If you have questions about registration, please contact the school office. Thank you.

Summer Office Hours

During the summer months, the school office is open Monday - Thursday from 8:00 - 3:30 pm. The office is closed on Friday.

Class Assignments Posted - Friday, August 12th - 4:00 PM

Classroom assignments will be available through the home access website on Friday, August 12 after 4:00 p.m. <https://hacipe.sungardk12saas.com/HomeAccess>

Parents will need to log into the home access center to find out teacher assignments for each child. Returning families who do not remember their username and password or their child's ID number, please contact the Welch office for that information. **New families** must claim their Home Access credentials; please follow the directions from following link: <https://goo.gl/loiRYj>

School Supplies and Lists

If you ordered school supply kits through Welch's PTA in the spring, pick-up is Monday, August 15th from 1 - 3 PM at Welch Elementary School.

If you plan to attend Meet and Greet, you are welcome to bring school supplies and leave them in your child's classroom. If you are unable to attend, or have not yet purchased the supplies, it is also fine to bring them the first day of school.

The Kindergarten school supply list can be found here: <https://goo.gl/ukIBZO>

The Grade 1 school supply list can be found here: <https://goo.gl/eAysfO>

The Grade 2 school supply list can be found here: <https://goo.gl/gbj6qd>

The Grade 3 school supply list can be found here: <https://goo.gl/8WZcUQ>

The Grade 4 school supply list can be found here: <https://goo.gl/FKZA7Q>

The Grade 5 school supply list can be found here: <https://goo.gl/5XhwJb>

Meet and Greet- Thursday, August 18th - 11:15 AM - 12:00 PM

Please join us for a Meet and Greet on Thursday, August 18th. The Meet and Greet will be held in the Welch classrooms . This is an opportunity for students and teachers to introduce themselves to one another. To assist in everyone entering the building in a prompt fashion, we ask that families use the following doors:

Kindergarten - Door #3 (front east side of the building)

First Grade - Door #1 (main entrance)

Second Grade - Door #7 (west side of the building by the parking lot and bike rack)

Third Grade - Door #4 (rear of the building by the playground)

Fourth Grade - Door #2 (front east side of the building)

Fifth Grade - Door #5 (rear of the building by the playground)

First Day of School

On Tuesday, August 23rd, we will kick off our new school year with students in grades 1 - 5 by gathering together at the rear of the school. Welch Staff will be welcoming students on the blacktop area next to the playground at the rear of the school. The staff will be out on the blacktop beginning at 8:50 a.m. If your child rides the bus, we will have staff available to walk them to the rear of the school to join their teacher. We will be lining up by classes until 9:05 a.m. If you choose to help your child locate his/her teacher, we ask that parents then move to stand on the grass area around the blacktop. This will eliminate overcrowding and confusion as the students join their new classes. At 9:05 a.m., the teachers will lead their classes into the building. We ask, for security purposes, that parents not enter the building with their children at this time. If you need to handle some matters in the school office, we ask that you wait until all classes have entered the building, and then come to the office at that time through the main entrance. Thank you.

In the event of inclement weather, we will not gather outside as previously described. All staff will greet students in the gymnasium. Bus riders will enter through the gym doors and then join their teachers. Walkers/car riders will enter through the gym doors and join their teachers. Should weather prevent us from gathering outside, we ask, for security purposes, that parents not enter the building with their children as they drop them off in the car line or walk them to the gym entrance. We will have staff present in the gymnasium to help direct students to their classrooms. Thank you.

Curriculum Night

Please mark your calendars for this fall's Curriculum Night. This evening is designed to allow parents the opportunity to better get to know their child's teacher and hear about the curriculum

designed for their child's grade level. Curriculum night will be held on Wednesday, September 14th, for all grade levels. Each grade level has two identical sessions from which to choose.

First Session: 6:00-6:30 p.m.

Second Session: 6:45-7:15 p.m.

Wednesday Late Start

The students' school day will have a slightly delayed start on each Wednesday of the school year. On Wednesdays, school will begin at 9:15 a.m., instead of 9:05 a.m. This delayed start allows for teachers to learn and plan together on Wednesday mornings for a longer period of time. Bus pick-up on Wednesday mornings will be ten minutes later than your child's regularly scheduled morning pick-up time. If your child does not ride a bus to school, and you are unable to make arrangements for your child to arrive at 9:05 a.m. on Wednesday mornings, your child will be able to arrive at school at the regular time, 8:50 a.m., and he/she will read quietly in the multipurpose room until arrival begins at 9:05 a.m. This silent reading time will be supervised by Welch staff members. On Mondays, Tuesdays, Thursdays, and Fridays, school will begin at 9:05 a.m. Dismissal, all five days of the week will be at 3:35 p.m.

Attendance

If your child will be absent on any day during the school year, it is critical for you to report the absence to the school attendance line at (630) 428-7200 ext 3. Please remember to describe the nature of your student's absence. All absences should be reported prior to the beginning of the school day. Thank you.

Arrival and Dismissal

Students are able to be dropped off and picked up by a car in the car line beginning the first day of school. Student safety is our primary concern. Please observe the following rules when picking up or dropping off students.

Students who arrive or leave by private vehicle should be dropped off and picked up in the circle drive at the west end of the school. During drop-off, students may exit on any portion of the circle drive that is connected to the sidewalk, and enter through Door 7. Please pull as far forward as the car line permits. At the conclusion of the school day, students will be released from Door 9 in the gymnasium, and they will walk to the sidewalk portion of the circle drive.

Students may exit or enter your vehicle from the curbside only after you have pulled over to the right side of the drive. Do not stop on the left side of the drive to pick up students since it is a drive-through lane. Traffic flow is enhanced when all vehicles pull up as far as possible in the circle drive. Please do not leave your vehicle to meet your child. Welch staff members will supervise your child meeting you as you pull forward in the car line.

During arrival and dismissal, the car line is the procedure for all families in vehicles. Parking in the west end parking lot to drop off your child or wait for them at the end of the day requires children and adults to cross through the car line. This presents a safety concern and also delays the procedure for the car line. Thank you for using the car line to insure the safety and efficiency of this system for the Welch School community.

Please note, that regardless of the weather, the circle drive in front of the building is reserved for buses both before and after school (8:30 - 9:15 a.m.; 3:15 - 3:45 p.m.). Bus transportation, for students who will regularly ride the bus, will be available beginning the first day of school. Please check for your child's bus route information online at the district website: www.ipdsd.org.

Lunch and Recess

Lunch is 20 minutes long and recess is 15 minutes. Students will eat first and then go outside for recess. The lunch/recess periods for the 2016-2017 school year are as follows:

Kindergarten - 11:40 a.m. - 12:15 p.m.
First Grade - 12:05 p.m. - 12:40 p.m.
Second Grade - 10:50 a.m. - 11:25 a.m.
Third Grade - 12:55 p.m. - 1:30 p.m.
Fourth Grade - 11:15 a.m. - 11:50 a.m.
Fifth Grade - 12:30 p.m. - 1:05 p.m.

Bus Routes

If you live more than 1.5 miles away from the school, your child is eligible for bus transportation. Parents will be able to visit the district's website and type in their home address to access bus route information on or after August 16th at the following website link: <https://hacipe.sungardk12saas.com/HomeAccess> Please note that bus routes and stops do change each year.

Please call the Welch Elementary School office (630-428-7200) if you have any questions. We are looking forward to working with you and providing an outstanding educational experience for your child.

Sarah Nowak

Sarah Nowak, Principal