

Welcome to 2018-19 at Crocker Highlands!

This summer just whizzed by, and I'm excited to see everyone very soon! Our custodians have worked hard to clean the building, and it's looking great! I know I can speak for the whole staff when I say that we are looking forward to a wonderful year together. There is A LOT here. Please take the time to read all of the following information:

Registration Days - August 7-9 (8:30 AM-3:00 PM) and August 13 (7:00 AM-8:40 AM)

We have a few more slots for registration volunteers. If you are available, please sign up here: <https://www.signupgenius.com/go/5080b49a4ab2babff2-crocker2>

- Parents must bring their own documents
- Forms available online <https://crockerschool.org/2018/07/20/registration-documents-now-posted/> or on paper at school
- Tuesday is likely to be crowded, so come Wednesday or Thursday if you can!
- **All new OUSD students must submit immunization records before attending school. If you submitted them already and did not get a message about missing shots, your child is cleared.**
 - For greatest efficiency, **email immunization** record and for kindergarteners, Proof of Medical Exam for School Entry, to principal@crockerschool.org or fax to (510)451-5905 before Tuesday.
 - Bringing them to school when you register is fine, but please understand that you'll need to wait for us to enter them into the computer to be sure everything is in order before we are allowed to give you your class assignment.
 - Info about immunizations: <http://www.shotsforschool.org/k-12/>

Class assignments will be given to parents/guardians by our office staff once we have verified all registration documents.

Allergies and Critical Medical Issues

If your child has any serious medical conditions, please inform the teacher on the first day. We will be sure to have a Health Plan in place as soon as possible. If your child needs to take over-the-counter or prescription medication, please bring the completed form signed by a doctor authorizing us to dispense. We need updated forms each year, and it is available on our website here:

[https://dxbxg0cumj033.cloudfront.net/551122_201683_authorization-for-medicationassistance%20\(1\).pdf](https://dxbxg0cumj033.cloudfront.net/551122_201683_authorization-for-medicationassistance%20(1).pdf).

Minimum Day Dismissal Times August 13 - 16 (not Friday, August 17)

Kindergarten: 1:30 PM

1st - 3rd Grades: 1:40

4th - 5th Grades: 1:45

Drop Off and Pick Up – Big Crowds Expected – Let’s Keep Everyone Safe

- 1) Give yourself **plenty of time** every morning.
- 2) **Walk or bike** if at all possible! Fewer cars will really help.
- 3) If you are driving and dropping off your child, please go in the direction that places your **passenger side door on the school’s side** of the street.
- 4) Follow all **parking and driving laws**, and never block our neighbors’ driveways
- 5) **1st – 5th grade families**: When the bell rings, help your child find the teacher’s line. Say goodbye on the playground.
- 6) **Kindergarten families**: Bring your child to the MPR for the first 3 days. Teachers will meet you there and escort students to classrooms. You’ll say goodbye in the MPR. On the 4th day, kindergarteners will line up with their final classes on the playground. Be sure to stay for a **welcome coffee** on the first day right after the kids head to class.

After School Plans

Please make sure your children are very clear about their after school plans. All K-1 teachers will escort their students not going to **Adventure Time** to the playground after school, and Ms. Haffner and Ms. Kantrowitz escort their students to the front of the school on Midcrest at pick up time. Kindergarten students going to Adventure Time will be escorted to the MPR by their staff. All other students walk to A.T. independently to sign in. **Off-site childcare** providers usually meet children on the playground. The playground gates will be opened 15 minutes before the end of the school day.

Lunches and Snacks

All students should bring lunches and a morning snack (or a plan to get a cafeteria lunch). We have many children with severe allergies, so we respectfully request that you avoid sending food with peanuts and tree nuts. Please remind your students that they may never share food with their friends. Lunches can be purchased for \$2.75 and milk is \$.50. Send your child with cash each day, send a check for several days’ worth of lunches, or pay online at <https://www.myschoolbucks.com/ver2/login/getmain?requestAction=home>,

Increasing Safe and Secure Schools - All must enter the main door by the office.

Our district places a high priority on making our schools as safe and secure as possible. Therefore, all gates must be locked between 8:45 and 1:20 on minimum days and between 8:45 and 2:35 on full days. This means we are not to open the playground gates for any non-school personnel during the school day. When you arrive, please stop by the office and sign in first. We understand this is not always convenient and appreciate your cooperation in helping us meet this expectation.

Parent/Guardian Handbook and Kindergarten Handbook

These are updated each year and are chock full of information. Please take a look!

General Handbook: <https://crockerschool.org/wp-content/uploads/2018/07/Parent-and-Guardian-Handbook-2018-19.-3.pdf>

Kindergarten Handbook: <https://crockerschool.org/wp-content/uploads/2018/07/Kindergarten-handbook-2018-19.pdf>

After School Enrichment Classes

The schedule of all of the classes being offered starting in September is posted on our website here <https://crockerschool.org/about/beforeafter-school/>.

Safety Patrol - 5th Graders

Fifth graders interested in serving our community as members of our safety patrol are invited to submit applications the first week of school. Applications are available on the school's website where registration documents are found. Let the office know if you need a printed copy for your child.

Enjoy these last few breaths of summer. See you VERY soon!

Joci Kelleher