

## **Junior Kindergarten Drop-off/Pick-up Procedure**

### **VERY IMPORTANT-PLEASE READ!**

Welcome to Carden School of Fresno. We are happy to have your child as a part of our classroom. In order to best be prepared and to have a smooth transition to school, we want to explain our drop-off and pick-up procedures for JK4.

Please enter through the west classroom facing the parking lot. The teacher will greet you at the main door. At this time, you will sign-in and say goodbye to your child, and exit from the main entrance. As Carden fosters independence please allow your child to put things away in their cubby. Then the teacher will invite your child into the next room with a handshake and a warm welcome (handshake temporarily subject to change).

Pick up should be treated in a similar manner. Please come to the main entrance door, a teacher will be there to dismiss your child to you. Please sign your child out, while he or she gathers items from their cubby, and exits.

**It is imperative that your child is signed in and out properly every day. It is a California State Licensing requirement.**

For efficiency and safety, children are not allowed to play at the drop off or pick up time. We ask you to help us teach your child to wait patiently and quietly in line. Hold your child's hand when entering and exiting the parking lot. We are striving for a smooth transition from home to school and a trusting relationship with your child. With time and consistent routines, we shall achieve this goal. However, it is normal for some children to struggle with separation anxiety at first. Some helpful books to read to preschoolers are Llama Llama Mad at Mama, Owl Babies, and the Kissing Hand. These will assist increasing your child's level of comfort.

Thank you in advance for your cooperation. We are confident this school year will be successful and rewarding for you and your child!