



# Woodhaven–Brownstown School District

24821 Hall Road | Woodhaven, MI 48183 | (734) 783-3300



## Welcome to Kindergarten

### **Bates Elementary School**

22811 Gudith Road  
Woodhaven, MI 48183  
(734) 692-2217

### **Wegienka Elementary School**

23925 Arsenal Road  
Brownstown, MI 48134  
(734) 783-3367

### **Erving Elementary School**

24175 Hall Road  
Woodhaven, MI 48183  
(734) 692-2212

### **Yake Elementary School**

16400 Carter Road E.  
Woodhaven, MI 48183  
(734) 692-2230

### **Gudith Elementary School**

22700 Sibley Rd.  
Brownstown, MI 48193  
(734) 783-5386





# WOODHAVEN-BROWNSTOWN SCHOOL DISTRICT

*Learning and Leading for Tomorrow*

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**Administration Offices and Board of Education**

24821 Hall Road, Woodhaven, MI 48183

Phone 734.783.3300 • Fax 734.676.3262

[greathm@wbsdweb.com](mailto:greathm@wbsdweb.com)

Mark Greathead

Superintendent

Dear Parents,

Your child is beginning the most exciting adventure of his or her young life! Kindergarten is the first step in preparing children for independence as members of the larger community. The Woodhaven-Brownstown School District is pleased that you have entrusted your child to us. Our goal is to work closely with you to nurture your child's natural interest in learning. Our kindergarten curriculum emphasizes growth in language art skills, large and fine motor abilities, mathematics skills, and socialization experiences. In addition, your child's natural curiosity in learning will be encouraged through experiences in science, social studies, the fine arts, music, and physical education.

We want school to be a positive experience for you and your child. This handbook will familiarize you with our kindergarten program. There are suggestions in the handbook that will prepare your child for a successful first day of kindergarten. We also encourage you to visit the school with your child before the school year begins.

Communication with you is very important to the District's staff. Please establish and maintain communication with your child's teacher. I also encourage you to visit the Woodhaven-Brownstown School District's website at [www.woodhaven.k12.mi.us](http://www.woodhaven.k12.mi.us) and the District's cable television channel (Comcast channel 22 and WOW channel 15). In addition, the District's newsletter, *CONTACT*, is posted on the website and the District calendar will be posted in late August. If you have questions or comments, I urge you to contact your child's teacher, the building principal, and/or me. I may be reached at [greathm@wbsdweb.com](mailto:greathm@wbsdweb.com) or 734-789-2357.

I want to welcome your child as a member of the Woodhaven-Brownstown School District family. We look forward to working with you as we provide a quality education for your child.

Sincerely,

Mark Greathead

Woodhaven-Brownstown School District

Superintendent

# KINDERGARTEN REGISTRATION

## WHAT YOU WILL NEED

### Proof of Residency-required at registration



A picture ID, either a current driver's license or State ID of the parent/guardian, and **(2) two** of the following - deed/purchase agreement, building permit, formal lease agreement, property tax statement/assessment, gas/electric bill, telephone bill, cable/satellite bill, or mortgage statement.

### Birth Certificate-

Parents must present the child's original State registered birth certificate (with official seal). The birth certificate will be copied and the original will be returned immediately.



### Immunization Record-

Bring your child's immunization record to Kindergarten Registration. A copy will be made and the original will be immediately returned to you. You will be notified if your child needs additional immunizations.



### Physical/Vision Examination-

Every child **must** have a physical examination by a physician. The Health Appraisal form must be completed by a physician and returned to your child's school.



Vision Exam-Evidence must be presented that after the age of three a child's eyes have been examined by the health department, a physician, or an optometrist. You may have your physician screen your child's vision at the physical examination appointment.



### Special Attention-

Parents should inform the district nurse of any special medical problems such as allergies, asthma, diabetes, seizures, etc. by filling out the Health History form included in the registration packet.



## INFORMATION FOR PARENTS

### ATTENDANCE

Any time your child is absent from school, the office should be notified by calling the building attendance line.

**If your child is ill**, keep your child home from school. Be alert to such symptoms as upset stomach, runny nose, fever, or sore throat. Check with your doctor for diagnosis, treatment, and the proper time for returning to school.



**If your child becomes ill at school**, your child should tell the teacher, who may send the child to the school office. We will call you if there is an illness or injury that requires treatment or if we feel your child should go home. **It is important to have updated emergency contact information in the event you are unavailable.**

### CLOTHING

Please put your child's name on each article of outside clothing and school bag. Clothes should be simple, washable, sturdy, not too tight, safe, and easily managed by your child. Over boots should be large enough so your child can put them on without help.



### MONEY

If you give your child money for any reason, please put it in an envelope and write on the envelope your child's name, and the purpose for which the money is sent.



### PARENT GROUPS

Parent-Teacher Organizations are an integral part of each building and provide a variety of ways to help parents get more involved in their child's education. Meeting dates are posted on each building's website.



### VOLUNTEERING

There is always a need at the building and district levels for parent volunteers. For further information on how you can help at school, contact your building principal.

### BOARD MEETINGS

The Woodhaven-Brownstown Board of Education regular meetings are generally held on the first Tuesday of each month at 5:30 p.m. at the Administration offices, 24821 Hall Road, Woodhaven, Michigan. Special meetings are held as needed. A current meeting schedule is posted on the district website and cable station. Meeting notices are also posted on the website. All meetings are open to the public and parents are welcome to attend.

# TRANSPORTATION INFORMATION

Welcome to the Woodhaven-Brownstown School District. We are looking forward to transporting your student to and from school. We want you to know their safety is our foremost concern, and we appreciate your cooperation. **Please feel free to call the Transportation Department with specific questions at 734-783-0255.**

Pupil transportation is available for students that live more than one mile from their school of attendance. Kindergarten students are not picked up or dropped off door to door. Bus stops are controlled by State law. Certain requirements must be met for a bus stop location to be legal. The Transportation Department has a Bus Stop Change Review form that can be filled out to request a review for a bus stop change. If your child will be going to a babysitter's house after school, the babysitter must live within the attendance area of the school your child attends for bus service to be provided.

Students should be at their bus stop **five minutes prior** to their scheduled pickup time, and wait for the bus away from the edge of the roadway. If your child is the only one who uses a bus stop and is going to be absent for several days, please call the Transportation Department. If the driver comes three consecutive days and the child does not ride the bus, the bus will NOT return until we receive a call from you.

It is best if a parent or other familiar adult accompanies the child to school the first day. Students who ride the bus will learn their bus driver's name, route number, bus stop and safety rules by riding the bus during the first week. Please have your child wear their name tag for the first month of school.

For safety considerations, glass objects, and animals/insects are not allowed on school buses.

Bus route information is available on the district website [www.woodhaven.k12.mi.us](http://www.woodhaven.k12.mi.us).

Scheduled Half-Days—If you have any questions, please check with your elementary school for information about half-day sessions.

Bus Delays - Buses may be delayed if there is a substitute bus driver. Please be patient and have your child ready for when the bus does arrive.

**We know it's hard to juggle a busy schedule, but...**

- ◆ It is required that a parent/adult meet the student at the bus stop. If you have younger children and can't meet the bus, a note must be written to the Transportation Office. **Anyone meeting your child at the bus stop must be on the emergency contact list.**
- ◆ If the student is dropped at a house address, the adult should signal the driver that they are there so the driver is certain the child has been delivered safely.
- ◆ Concerns/questions regarding pick up and drop off times should be directed to the Transportation Dispatcher at 734-783-0255 - not to the school.





# TRANSPORTATION INFORMATION

## Inclement Weather Days

Emergency closing of school may be necessary on rare occasions. Parents will be notified of unscheduled school closings by announcement on WWJ at 950 or WJR at 760 on the AM radio dial, on the district website, Edulink (the automated emergency calling system), Twitter, the new Woodhaven-Brownstown app, and on local television stations 2, 4, and 7. It is important that you check these sources before you send or bring your child to school.

Children should be dressed properly for inclement weather. Buses are sometimes delayed on such days. Some bus rides may be up to an hour long on these days, so please take your child to the bathroom before the bus arrives.



## Tips for Safe School Bus Riding

For a safe and enjoyable ride to and from school, follow these rules:

- ◆ Parents should remain with their child at the bus stop until he/she is seated.
- ◆ Parents should also meet their child at the bus stop after school.
- ◆ Students are to stay a safe distance from the roadway. (At least 10 giant steps away.)

- ◆ There should be no horseplay or pushing at the bus stop.
- ◆ Students should only walk to the bus when the door opens.
- ◆ Students should use the handrail when climbing the stairs.
- ◆ When students are required to cross the road, they need to look both ways for vehicles before crossing the street, at least 10 giant steps in front of the bus.
- ◆ Leave home early enough to arrive at your bus stop 5 minutes before your pickup time.
- ◆ Enter your bus in an orderly manner and take your seat.
- ◆ Follow the instructions of your school bus driver.
- ◆ Remain in your seat while your bus is in motion.
- ◆ Keep your head and arms inside the bus at all times.
- ◆ Keep aisles clear at all times. Keep your things in a backpack.
- ◆ Remain quiet and orderly.
- ◆ Be courteous to your school bus driver and fellow passengers.

### **Be a Bus F-A-N!**

**F**reeze when the horn blows.

**A**lways see the driver's face before you cross in front of the bus.

**N**ever touch the bus!

# Kindergarten

## GETTING YOUR CHILD READY

### You can help by:

- ◆ Being interested in your child's daily reports of school activities.
- ◆ Showing an appreciation for your child's attempts at painting and clay work.
- ◆ Giving your child many experiences, such as trips to the park, zoo, store, airport and library.
- ◆ Helping your child use materials and tools such as clay, wood, paints.
- ◆ Reading short poems and stories to your child.
- ◆ Listening to your child tell stories and relate experiences.
- ◆ Helping your child to use many words expressing color, size, number, and names of household equipment.
- ◆ Answering your child's many questions about people, words, and the world around us.
- ◆ Helping your child assume responsibility in dressing, washing and caring for his/her own toilet needs.
- ◆ Labeling your child's clothing and school bag.
- ◆ Selecting boots large enough to go over shoes easily.
- ◆ Selecting clothes with large buttons and buttonholes.
- ◆ Providing opportunities to help others like brothers, sisters or pets.
- ◆ Providing a set time to go to bed, and get up—rest and play that fits school needs.
- ◆ Attaching mittens to coat/jacket.

"Children are our most  
valuable  
natural resources."

*Herbert Hoover*



# IN KINDERGARTEN YOUR CHILD WILL LEARN...

This school year promises to be an exciting time for your child, filled with learning, discovery, and growth. We want our students to become independent thinkers who love learning. Some skills your child will learn:

- ◆ **To use many** materials and tools such as crayons, scissors, clay, and paint.
- ◆ **To develop** an interest in the world about him through pictures, trips, nature study and science experiences.
- ◆ **To express** himself with music rhythms, art, and free conversation.
- ◆ **To recognize** print and to discover that what he says can be written down.
- ◆ **To learn** desirable habits, such as courtesy, safety, health, self-confidence, responsibility, independence, and cooperation.
- ◆ **To look** at books.
- ◆ **To use new** words from conversations about trips, experiences, slides, films, books and pictures.
- ◆ **To see** differences in colors, pictures, sizes, and shapes.
- ◆ **To take care of** belongings by hanging up clothes and returning toys to the proper place.
- ◆ **To count** numbers of children in the class, books needed, and chairs in a circle or row.
- ◆ **To have** the opportunity to play indoors and outdoors in order to develop big muscles, to learn to take turns, and to learn to observe rules.



The best way to bolster your child's skills is to read to him for at least 15 minutes every night. Even if your child does not know how to read yet, exposing them to literature will help cultivate good reading habits and a life-long regard for reading.



# Michigan Department of Community Health IMMUNIZATION REQUIREMENTS

Parents/Guardians of School Entrants

(Kindergarten, 7th Grade & New Entrants to the School District in Grades 1-12)

IMMUNIZATIONS	AGES 4-6	AGES 7-18 Including all 7th grade students
DIPHTHERIA, TETANUS PERTUSSIS	4 doses DTP or DTaP, one dose must be on or after 4 years of age.	4 doses D and T OR 3 doses Td if #1 given on or after the first birthday. 1 dose of Tdap** for children 11 years of age or older upon entry into 7th grade or higher.
POLIO	4 doses are required. If dose 3 administered on or after 4 years of age, only 3 doses are required.	3 doses
MEASLES* MUMPS* RUBELLA*	2 doses on or after 12 months of age	
HEPATITIS B*	3 doses	
VARICELLA (CHICKEN POX)*	2 doses of varicella vaccine at or after 12 months of age OR current lab immunity OR reliable history of disease	
MENINGOCOCCAL CONJUGATE	None	1 dose for children 11 years of age or older upon entry into 7th grade or higher.

Children who have not received the required immunizations WILL BE EXCLUDED from school UNTIL parents provide proof that ALL REQUIRED IMMUNIZATIONS have been RECEIVED, or until the school has a waiver on file.

All doses of vaccines must be given with appropriate spacing between doses and at appropriate ages to be considered valid.

\*Current laboratory evidence of immunity is acceptable instead of immunization with antigen.

Parents/guardians must obtain a certified nonmedical waiver from a local health department



Rev. September 9, 2016

# Communicable Diseases

A communicable disease is one that can be easily transmitted from one to another. All communicable diseases must be reported to the teacher or the school nurse. If your child has had a communicable disease, please consult your family doctor as to when the child may safely return to school. Some common communicable diseases that your child may come in contact with are:

DISEASE (ORGANISM)	INCUBATION PERIOD	PERIOD OF COMMUNICABILITY	ACTION TO BE TAKEN AND/OR EXCLUSION PERIOD
CHICKEN POX & HERPES ZOSTER (Shingles) (Virus)	Average 14-16 days (range 10-21 days)	Up to 5 days prior to onset of rash and until lesions are crusted over. Typically 5 days after eruption.	Exclude until all lesions have dried and crusted, usually about 6 days after onset of rash. Exclusion is not recommended with Herpes Zoster lesions in areas that are normally covered by clothing.
COMMON COLD	Variable, usually 1-3 days	Usually 24 hours before onset of symptoms to 5 days after onset.	Exclude until acute symptoms resolve or until the fever is gone for 24 hours.
CONJUNCTIVITIS (Pink Eye) (Bacteria, Viruses)	Variable; dependent upon infecting agent, usually 24 to 72 hours.	During course of active infection.	Bacterial: exclude until 24hrs. After microbial therapy
FIFTH DISEASE	Variable; 4-20 days.	Most infectious before 1-2 days prior to onset	No exclusion if rash is diagnosed as Fifth Disease by a healthcare provider
HAND, FOOT AND MOUTH DISEASE (Viruses)	Average 3-5 days (range 2-14 days)	From 2-3 days before onset and several days after onset.	In severe cases, especially if associated with drooling, exclude until fever is gone and lesions have begun to heal. Exclusion not recommended for milder cases.
IMPETIGO (Bacteria)	Variable, indefinite; commonly 4-10 days.	While sores are draining or a carrier state persists.	Exclude until 24 hours after treatment has been initiated.
INFLUENZA (Viruses)	1-4 days	1 day prior to onset of symptoms to 1 week or more after onset	Exclude until 24 hours after fever has resolved (without fever-reducing medication) and cough has subsided
MONONUCLEOSIS (Virus)	From 30-50 days	Communicability may persist up to a year.	Exclude until able to tolerate activity; exclude from contact sports until recovered.
PEDICULOSIS (Head Lice) (Insect)	Eggs hatch in 7-10 days.	Until lice and viable eggs are destroyed, which generally requires 1-2 shampoo treatments and nit combing	No exclusion if the child is healthy. Discourage from close, direct head contact with others. Immediate treatment is advised
PINWORMS (Enterobiasis) (Roundworm)	Life cycle is 2-6 weeks.	As long as eggs are laid.	Exclude until at least one treatment is completed; a 2nd treatment 2 weeks after the 1st.
RINGWORM (Fungi)	4-14 days.	As long as lesions are present.	Exclude until 24 hours of treatment .
SCABIES (Insect)	First time infection 2-6 weeks; subsequent infections 1-4 days.	Until mites and eggs are destroyed.	Exclude until 1st 24-hour treatment is completed. A 2nd treatment may be needed.
SCARLET FEVER & STREP THROAT (Bacteria)	Average 2-5 days (range 1-7 days)	If untreated, 10-21 days or longer, if treated within 24 hours.	Exclude until under treatment for 24 hours.

# Important Notices

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The Family Education Rights and Privacy Act of 1974 provides parents the opportunity to inspect and review all of the records of their children. Under this Act, parents and guardians of students under eighteen years of age and all students eighteen years of age or over have the right to examine all official records, files, and data on file at the Woodhaven-Brownstown School District. In addition, they also have the right to request the school to correct records that they believe are inaccurate or misleading. To examine your child's records, make a written or verbal request to the principal of the school for an appointment. The principal must then provide you with access to all records or data within five days of your request.

The Family Educational Rights and Privacy Act (FERPA) also requires the school district, with certain exceptions, to obtain your written consent prior to the disclosure of personally identifiable information from your child's educational

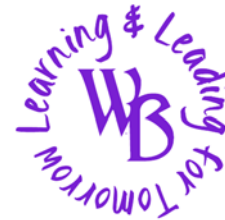
records. However, the school may disclose some student information without written consent when the information is designated "Directory Information" unless you have advised the district to the contrary. The Woodhaven-Brownstown School District Board of Education has designated the following as "Directory Information":

- \* Student name
- \* Grade level
- \* Dates of attendance/graduation
- \* Major field of study
- \* Degrees, honors and awards received
- \* Participation in school-sponsored activities and sports
- \* Address
- \* Telephone number
- \* Date and place of birth
- \* Photograph/file/video image
- \* Weight/height of athletic team members.

"Directory Information" may be disclosed to certain organizations without a parent's prior written consent.

These organizations include, but are not limited to, other schools the student is seeking to attend; class ring request, provide military recruiters and colleges and universities, access to the names, addresses and telephone listings of high school students. A high school student or his/her parent or guardian may request that the student's name, address and telephone number not be released by the district to military recruiters and/or institutions of higher learning without prior written parental consent.

If you DO NOT want the district to disclose "Directory Information" about your student and/or disclose information about your student to the military recruiters and colleges and universities without your prior written consent, please contact the building principal.



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## STATEMENT OF NON DISCRIMINATION ASSURANCE OF COMPLIANCE WITH THE LAW

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disability Act of 1990, and the Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Woodhaven-Brownstown School District that no person shall on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program, activity, service or in employment. For information, contact the Office of the Superintendent, 24821 Hall Road., Woodhaven, MI 48183; (734) 783-2357.



## CHAMPIONS

## BEFORE AND AFTER SCHOOL PROGRAMS

Champions is a great solution for busy working families. We offer activities that combine fun and learning - even **help with homework** - all in a safe, convenient place that you already know; your child's school. We're proud to say our program includes the latest and greatest thinking on how to boost school-age kids' skills. Art, dramatic play, math and science, problem-solving, language, motor skills, and more - you'll find our curriculum experts have put together a variety of group and individual activities designed to keep school-age kids exploring and growing.

Enrolling in Champions Before and After School also allows your child the option of attending extended day programs when your child's school is closed for professional development days, spring break and summer camps.

Each location is licensed under the State of Michigan, and also accepts FIA/DHS payments. Programs are available to all Woodhaven-Brownstown School District students, ages 5-12.

For more information about the program, please contact us at 734-379-7070, or visit our website at:

[www.discoverchampions.com](http://www.discoverchampions.com)