August 17, 2015

Dear Sunnycrest Students and Families,

A sincere welcome to all Sunnycrest families—both returning and new! I hope that your summer was relaxing and thoroughly enjoyable! More importantly, I hope that you are ready for an outstanding year of learning.

As always, I look forward to working closely with you as we continue to build critical partnerships that place your child at the center of exceptional teaching and learning. As I hope you know, your child’s teacher will spend the next several weeks collaborating with other educators to best prepare and plan for a highly-successful school year!

I know that I speak for the entire staff in welcoming you to another great year. We are excited to help all students think and learn at high levels, and it is with much sincerity that I share my excitement for the upcoming year. I have truly missed seeing and hearing the laughter, curiosity, and enthusiasm specific to elementary students and their learning, and I look forward to seeing all of you on Wednesday, September 2.

My Child’s Teacher
Your child’s teacher for the 2015-2016 school year will be available online via Family Access beginning this Friday, August 21. You can find the link to Family Access at the top of Sunnycrest’s homepage.

If you have forgotten your login and password, please click the “Forgot Your Login/Password” hyperlink to generate an email reminder. To login to Family Access, it is necessary to have an email address on file at the school. If you do not have an email address on file, please contact the school office at 425-335-1535.
Our office opens to the public this Thursday (August 20). Summer hours are from 9-12 and from 1-3.

**Early Release Fridays**
Please know that every Friday, your child’s day will end earlier than on Mondays-Thursdays (PM kindergartners’ day will also begin earlier); please use the following table to determine when your child’s day will both begin and end.

<table>
<thead>
<tr>
<th>Grade:</th>
<th>Day of Week:</th>
<th>Start Time:</th>
<th>End Time:</th>
</tr>
</thead>
<tbody>
<tr>
<td>FDK &amp; Grades 1-5</td>
<td>Monday-Thursday</td>
<td>9:20</td>
<td>3:35</td>
</tr>
<tr>
<td>FDK &amp; Grades 1-5</td>
<td>Friday</td>
<td>9:20</td>
<td>2:10</td>
</tr>
<tr>
<td>AM Kindergarten</td>
<td>Monday-Thursday</td>
<td>9:20</td>
<td>12:00</td>
</tr>
<tr>
<td>AM Kindergarten</td>
<td>Friday</td>
<td>9:20</td>
<td>11:20</td>
</tr>
<tr>
<td>PM Kindergarten</td>
<td>Monday-Thursday</td>
<td>12:50</td>
<td>3:35</td>
</tr>
<tr>
<td>PM Kindergarten</td>
<td>Friday</td>
<td>12:10</td>
<td>2:10</td>
</tr>
</tbody>
</table>

**Transportation: Search bus routes and school boundaries online!**
E-LINK allows families to enter their home address to find attendance area school, bus number, nearest bus stop and pick-up and drop-off times. Families who have registered for Family Access in Skyward can now access E-LINK.

In order to make certain that we have correct routes established, we must be informed of any recent daycare/childcare arrangements that changed over the summer; please let us know if this is the case. Also, kindergarten students will not be dropped off unless there is a parent/guardian at the bus stop to receive his/her child. Please also note that busses will be arriving much later than expected during the first few days of school as routes and times are refined. Questions specific to transportation should be directed to our transportation department at 425-335-1508.

**Important Notes:**
**Sign-in at the Office**
All visitors on campus MUST sign in at the office and wear proper identification at all times.
Before School Supervision
So that we can provide learning support in the classroom, we do not provide before school supervision. Therefore, I kindly ask that students are not dropped off prior to 9:10.

Medication and Health Concerns
If any medication will be administered during school hours, please coordinate with our school nurse. Requirements include:
- Signed permission from parent/guardian and prescribing practitioner
- Medication must be brought to school by parent/guardian in original prescriptive container.
- Medication will be counted and administered by designated staff and/or parent/guardian.

Please keep our nurse updated. If your child is taking medication, changes medications, etc., please let us know. This information is both confidential and critical. Additionally, if you have any concerns about your child’s health, please feel free to call our school nurse at 425-335-1535.

Volunteer Reminders
We very much appreciate our wonderful volunteers and look forward to our continued partnerships. So that all Sunnycrest staff can best utilize your valuable time, volunteers should only volunteer during prearranged days/times. Please remember that unscheduled volunteering (“dropping-in”) creates additional work for staff and interrupts your child’s learning environment. Please always schedule your volunteering 24 hours in advance.

Prior to volunteering in your child’s classroom, you must complete the Washington State Patrol’s criminal background check. Please know that you will not be allowed to volunteer and/or chaperone a school sponsored/supported event unless you have been approved and we have the required paperwork on file. Background checks must be updated every two years.

Lastly, all visitors on campus MUST sign in at the office and wear proper identification at all times (including student visitors). These procedures must be followed any time a visitor goes beyond the immediate area of the Sunnycrest office—even if you only intend to drop off your child in his/her classroom.
Staggered Release
In order to establish a safe and smooth dismissal process, Sunnycrest will release students a little differently during the first seven days of the school year:

1. Fifth grade and full-day/PM kindergarten students will be released at 3:35.
2. Students in grades 1-4 will be released at 3:38 (or when all school buses arrive at Sunnycrest—and busses arrive several minutes late during the first few days of the school year).

In doing so, students will have more success navigating the front lot, locating their school bus, or finding the appropriate daycare van. On Monday, September 14, all students will be released at 3:35. Your understanding and patience is greatly appreciated!

Front Lot Driving Reminders
Our front lot becomes congested quickly. Drive with extreme caution at all times and exercise patience at all times.

- Only release children curbside and through the passenger door.
- Do not park your vehicle curbside at any time; please park in designated parking spots. Never park next to red curbs.
- Always obey all parking lot signage!
- Please do not beckon children to your vehicle. Either pick them up directly from the curb or personally walk them to your vehicle if you are parked.
- Always pull forward (as close to the mailboxes as possible) to help minimize backups on 99th.

These procedures have been established to make certain your child is safe during the school day. To help enforce our parking lot expectations, Sunnycrest frequently partners with the Lake Stevens Police Department.

Appropriate Attire
During the warmer months, please help your child understand the differences between summer attire and beach attire. Beach attire is not allowed at school.

Bedtime Routines
Please consider adjusting your child’s bedtime routine so that your child is well rested on the first day of school. Elementary children should be in bed for no fewer than 10 hours or more nightly! Less sleep means more struggles for elementary-aged children! Elementary students are tired at the beginning of the
year, so returning to an earlier bedtime now will make the beginning of their year more successful!

**Open House**
We cordially invite you and your child to attend Sunncrest’s **Open House** on **Monday, August 31 from 4-5PM**. This is a great opportunity to drop off school supplies, meet your child’s teacher, tour the building, and meet your PTA. We hope to see you on Monday. And remember, Labor Days lands after the first day of school; subsequently, there is no school on **Monday, September 7**.

Very Respectfully,

Tim Haines
Principal