

PARENT CHECKLIST TO PREPARE FOR SCHOOL (BFES) 21-22 –

1. _____ “Liked” Belforest Elementary on FaceBook at www.facebook.com/beforestelementary to get the latest communications.
2. _____ **Registered our Kindergartner/NEW to Baldwin County Student-** If your incoming Kindergartener was enrolled in a Baldwin County Public Schools Pre-K program this past year (2020-2021), then you will need to **call the office at 607-5624** for your child’s SNAPCODE before trying to register.

For NEW KINDERGARTEN OR NEW STUDENTS TO BELFOREST for registration, **FIRST** complete the online registration information found here: <https://www.bcbe.org/registration>. **SECOND**, you either drop off the following information in-person to our office OR you may email the following to our Registrar Shona Pollard at spollard@bcbe.org : copies of 2 proofs of residence (utility, gas, waste, water bills, etc.), current immunization record (immunization card), a copy of child’s Social Security Card, and a copy of your child’s birth certificate. Emailing documents may be a much easier option for your family. Registration is not complete until our Registrar has all required documentation. All questions regarding registration should be directed to Mrs. Pollard at spollard@bcbe.org. If you are out of town or do not feel comfortable emailing these documents, please mail any of these documents to 11364 County Road 64, Daphne, AL 36526 ATTENTION Shona Pollard. Please list all of your children’s names attending Belforest in your mail or email communications.

3. _____ **Registered our RETURNING student to Baldwin County Schools 1st-6th Grader-** All returning students to Baldwin County Schools have been provided a SNAPCODE for online registration. If you need your snapcode information, please call the office or email Mrs. Pollard. This is a similar process to years past.

4. _____ Reviewed the link to get to the Belforest School-wide Calendar 21-22 and denoted school events on your personal family calendar at home. The BFES Calendar only denotes school-wide events and holidays, not classroom or grade level activities. If you actually click the title of the event on the calendar, it will provide you with specific details for that event! Grade level/classroom specific events, such as field trips, etc. are communicated throughout the year by the teacher. The Belforest School-wide Calendar is here: <https://www.bcbe.org/Page/240#calendar29794/20210827/month>

5. _____ Marked our calendar to find out who our child’s teacher will be. Kindergarten parents will learn their child’s class placement on Wednesday, August 4th by 3:00 PM. The K rolls will be placed on our website and a community blast will be sent when they are available. 1st-6th Grade class rolls will be sent by Friday, August 6th by 3:00 PM. The rolls will be placed on our website and a community blast will be sent when they are available. If my brain is working really well, I may get them out a bit earlier! If your child’s name is not on a class roll, don’t panic. That means that we may be missing some documentation in the office to complete your child’s registration file. Kindergarten

parents may call us on Thursday, August 5th to see what we need to place your child on a class roll to prepare you for Kindergarten Orientation. 1st-6th Grade parents may call us the following Monday morning, August 9th, and we will get things squared away so that you are ready for Meet the Teacher that same evening.

6. _____ Marked our family calendar time for **Meet the Teacher, Monday, August 9th. Meet the Teacher is for ALL families, PreK-6th.** To help with traffic flow at Meet the Teacher, we ask that families attend based on the first letter of your family's LAST name. Last names beginning with A-G 3:00; H-P 4:00; Q-Z 5:00. Try to adhere to this schedule. If you cannot attend at the suggested time, you may certainly still come! Overflow parking (if needed) will be in the field to the East of the school. If weather is a factor, we will communicate another parking plan. Meet the Teacher is THE EVENT you do not want to miss. Here you find out bus information, car rider information, meet the nurse with medical specifics for your child (if needed), join PTO, pick-up your Friday shirt, learn about after-school programs, etc., etc. We will also have other after school and community services available, such as YMCA, Hot Wheels, and extra-curricular community programs.

7. _____ Marked our calendar for **Parent Orientations. Parent Orientations are for parents.** If there is any way you can find childcare, that greatly helps so that you can complete information and really listen to the workings of your child's classroom. If you cannot find childcare, please go ahead and bring your child, as the information is too important for you to miss. Just know this time is really an adult presentation to help orient you to the classroom and answer your questions. Students will meet their teacher during our Meet the Teacher time. Parent Orientations:

1. **Pre-K/Kindergarten Orientation ONLY, Thursday, August 5th, 5:30 PM.** We will welcome everyone in the gym and then move to the teachers' classrooms on "Friendship Hall." Parents will meet their teacher for orientation in the classroom. Our Parent-Teacher Organization (PTO) will also be available for kindergarten parents to join.
2. **1st-3rd Parent Orientation- Tuesday, August 17th, 5:30 PM.** To help with traffic and limited parking, please follow the schedule for 1st-3rd Orientation. You may come at your child's grade level time AND the PTO meeting is open for ALL, including Pre-K/K parents if you would like to come.

Schedule:

5:30-6:30- 1st Grade parents park and report directly to classrooms along "Friendship Way" in our building.

6:30-6:45- All are invited to PTO in the Cafetorium for a brief welcome and introductions.

6:45-7:30- 2nd and 3rd Grade parents report to the teacher's classroom following the PTO meeting.

3. **4th-6th Parent Orientation- Thursday, August 19th, 5:30 PM** To help with traffic and limited parking, please follow the schedule for 4th-6th Orientation. You may come at your child's grade level time AND the PTO meeting is open

for ALL, including and Pre K-3rd Grade parents that may have missed on the 17th.

Schedule:

5:30-6:15- 4th Grade parents park and report directly to classrooms.

6:15-6:30- All are invited to PTO in the Cafetorium for a brief welcome and introductions.

6:30-7:15- 5th and 6th Grade parents report to the teacher's classroom following the PTO meeting.

8. _____ Paid for our Friday Shirt (\$15 per child) and our Student Leadership and Student Curriculum Enhancement Donation online by visiting <https://baldwincoal.csiepay.com/> and clicking on the tabs "General Items" and "Friday Shirts".

It's very important to me that you understand how your donations support your child's education. While tabs such as "Friday Shirts" are obvious, "Student Leadership Donation" and "Curriculum Enhancement" may not be. However, these donations are CRITICAL. These donations directly affect your child's education. Student Leadership donations will be used for your child's leadership workbooks, club participation materials, awards, leadership/celebration assemblies, and our school-wide licensing and training of The Leader in Me process. Curriculum Enhancement includes direct learning material to support art, music, library, and classrooms. Curriculum enhancement does exactly that. We enhance your child's access to opportunities beyond the general education curriculum.

You may also prepay for skate days, yearbook, etc. this year. These payments are optional. (Sometime parents like to pre-pay, some like to pay-as-you-go.) I understand the financial strain, especially if you have more than one child. Even if you can help in a small way with purchasing the Friday shirt and making either donation, it really helps! There will not be "Snow Wizard" (snowcone in PE) this year as a pre-paid option. Instead, we will have a monthly \$3 snowball as a pay-as-you-go option once a month.

If you have more than one child, it helps to let us know! In the "Notes" section of the demographic information, please include all of your children's names and grades. This helps tremendously, particularly when we are delivering Friday shirts to kids.

Any questions regarding school finances or money can be directed to our Bookkeeper, Marlana McCants at mmccants@bcbe.org.

9. _____ Started purchasing our children's school supplies using the supply list found on our school website at [BFES School Supply List 21-22](#). If you were with us last year

and used our pre-paid school kits, they will be delivered to your child's classroom by the first day of school.

10. _____ Decided if we were going to use bus services on a regular basis. If you already know that your child will be a routine bus rider, either routinely riding in the morning, afternoon, or both, **please complete the Bus Transportation Form** found here: [Bus Transportation Form 21-22](#)

We understand the first couple weeks look a bit different as many want to drive your kids to school. That's absolutely fine. However, if you know you are going to be a routine bus rider, please go ahead and sign up.

For car riders, your PikMyKid credentials and number should stay the same. We are working on that and will update folks that need it at Meet the Teacher.

11. _____ Started thinking about After School Child Care Services (ASCC) at BFES. ASCC Registration for 2021-2022 School Year is currently closed. **There will be an ASCC waitlist opening on August 18th at 12:00 PM.** The waitlist sign-up should appear here: <https://www.bcbe.org/afterschool>. Our very own 2nd Grade teacher, Valerie Jones will be out ASCC director! She is extremely knowledgeable and can be reached at vjones@bcbe.org to answer any questions. The two largest afterschool care providers in our area are Hot Wheels Skate and Bounds Family YMCA.

12. _____ Began preparing our kids' uniforms and backpacks. Uniform policy can be found in our Parent-Student Handbook here: <https://www.bcbe.org/Domain/5104>. At BFES, we also allow PURPLE or YELLOW/GOLD polo tops/shirts along with white or navy. The purple is true "crayon" or "Trojan" purple. The yellow/gold color is not specified. Embroidery with children's initials is acceptable.

13. _____ Liked our BFES PTO FaceBook page at www.facebook.com/beforestelementaryPTO to learn about PTO. Joined PTO and shopped for a few goodies at <https://beforestpto.square.site/> You can also JOIN PTO at Meet the Teacher. PTO will be set up in the middle of the gym where you can purchase a PTO membership, or purchase a membership with a "Tuesday Tee."

14. _____ Thought about school lunch and breakfast. Just as last year, all breakfast and lunch will remain free to all families. WOW! However, if you think your family may qualify for free and reduced lunch, PLEASE, PLEASE complete the online Free and Reduced lunch form found here: <http://www.bcbe.org/applyforlunch> . Your family may qualify for additional assistance in other areas. It only takes a minute and could be helpful for your family in the future.

END of CHECKLIST