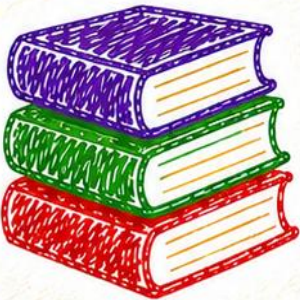


2026 - 2027

PRATTVILLE
KINDERGARTEN SCHOOL



PARENT & STUDENT

GUIDEBOOK

PROUD • KIND • SAFE



GUIDEBOOK FOR PARENTS/STUDENTS

PRATTVILLE

KINDERGARTEN

SCHOOL

123 ABC Street
Prattville, AL 36066
Phone: (334)361-3890

Principal:	Jodi Womble
Assistant Principal:	Lori Harris
Secretary:	Meredith Halley
Bookkeeper:	Andrea Dennis



AUTAUGA COUNTY BOARD OF EDUCATION

Mr. Lyman Woodfin, Superintendent of Education
Bradley Robbins – District 1
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Dear Parents,

We are so excited to welcome you to our PKS family. The faculty and staff are very excited about the 2026-2027 school year. We realize that this is a very special year as it begins the educational journey for your child. Please know that we are honored to have the opportunity to share in this experience with your family. We will strive daily to make this journey successful and fun.

The faculty and staff of Prattville Kindergarten are dedicated to providing developmentally appropriate educational experiences that are challenging, fun and meet the needs of all of our students. We provide daily instruction in all core subject areas. As we strive to help your child build a solid foundation for learning, we realize that each child is a unique individual with different learning styles and different rates of growth and development. Beyond this, we also want to help your child develop a positive self-concept and love for school and learning.

Our school is a Title I School, which means that we receive federal funds to assist in student achievement. Our school will have many parental involvement opportunities throughout the year and we hope that you can attend. In addition, we have a Title I Parent Center where you can check out materials to help your child in needed areas. Our goal is to work with you to make this a positive learning experience for all.

Please take the time to read and make yourself familiar with our Student and Parent Guidebook as it will explain our policies, procedures and expectations in detail. Understanding of these will help to make the year go much smoother for all. Please know that the content of this Guidebook is written with the expressed desire to maintain a positive, orderly and safe environment.

Your involvement in our school is encouraged and important to the education of each student. We value the support of parents and the community. We realize that it takes all adults to model positive behavior, learning and the importance of education. Working together as a team to foster student learning is the ticket to success. If at any time in the year you have questions or concerns, we encourage you to contact us. We look forward to working with you and your child this year.

Sincerely,

Jodi Womble, Principal

TABLE OF CONTENTS

Letter From the Principal	3
Vision & Mission Statements.....	5
Drug, Asbestos & Gun Statements.....	6
FERPA.....	6
PKS Supplies	7
School Calendar.....	8
School Hours	9
Arrival, Dismissal & Attendance Procedures	10 -13
Health Information.....	13
Safety Procedures/Dress Code.....	13-15
Money Information	16
Field Trip Guidelines.....	16-17
CNP Program & Juice/Snack	17-18
Parental Involvement	18-19
Instructional Program.....	19-21
Discipline Policies & Procedures.....	21-22
Other PKS Information	22-24

Website:

www.prattvillekindergarten.com

Facebook:



Instagram:

Prattvillekindergartenschool

WELCOME TO KINDERGARTEN

Vision of Autauga County School System & Prattville Kindergarten School

The Autauga County School system values its rich tradition of excellence in a rapidly changing world. ACS aims to consciously create an environment of respect and inclusion that prepares and motivates students to become lifelong learners by instilling the knowledge, critical thinking skills, and leadership traits necessary to succeed in life. In a safe and supportive environment, the district's schools provide for every student's intellectual, social, and physical development by fostering an engaged, creative, and respectful community of learners, families, and community partners.

Mission of Autauga County School System

Autauga County Schools is dedicated to fostering the whole student in an academically rigorous environment, where everyone is known and valued, by creating pathways designed for success.

Mission of Prattville Kindergarten School

The mission of Prattville Kindergarten School is to provide an inclusive, creative, diverse, and safe learning environment that positively develops the whole child.

Prattville Kindergarten School Expectations

Proud

Kind

Safe

Equal Education Opportunity Statement

It is the policy of the Autauga County Board of Education that no student will be excluded from participation in, be denied the benefits of, or be subjected to discrimination in a program or activity on the basis of sex, race, color, religion, national origin, age, handicapping condition, belief, creed or ethnic group.

Drug Education Statement

The possession, sale, or use of alcohol, tobacco, or any illegal drugs is prohibited on school premises. The school continues to provide students with information about the effects regarding the use of alcohol, tobacco, and all illegal drugs. All prescription and over the counter medication should be given to the school nurse by a parent. A student in possession of or distributing these medications is subject to severe consequences in accordance with Autauga County discipline procedures.

Annual Report on Asbestos

The Autauga County School System has completed the required asbestos inspections in accordance with the requirement of federal law. There are no major changes in the status reports as reflected in management plans. A copy of the asbestos management plan is on file in the office of the Superintendent of Education and is available for public review during regular working hours.

Gun-Free School Zone Act

All students and persons other than students, with the exception of law enforcement authorities, are prohibited from bringing firearms to school and having firearms in their possession in a school building, on school grounds, on school buses or at school-sponsored activities and functions. Possession of a gun in a school zone is a violation of federal law.

Smoke-Free Establishment

PKS is a smoke-free establishment. Smoking is prohibited on school property at all times.

Family Education Rights and Privacy Act (FERPA)

ACS CODE OF CONDUCT: A PARENT & STUDENT HANDBOOK

[Policies / Manuals - Autauga County Schools](#)



2026-2027



PRATTVILLE KINDERGARTEN SCHOOL

SUPPLY LIST

- 1/2 Inch White Binder with Clear Cover
- 1 Pair of Fiskars Brand Children's Safety Scissors
- 1 6-Count Pack of Elmer's Glue Sticks
- 4 24-Pack of Crayola Crayons
- 1 Pack of Thin Black EXPO Dry Erase Markers
- 2 Rolls of Paper Towels
- 2 Boxes of Kleenex
- 3 Packages of Baby Wipes
- 2 Packages of Clorox Wipes
- 2 Reams of White Copy Paper
- Boys: Hand Sanitizer
- Girls: Liquid Hand Soap



PKS Field Trip T-Shirt: \$15.00
 PKS Tote Bag: \$15.00
 Checks made payable to
 Prattville Kindergarten School.



Wish List:

1 Bottle of Elmer's Glue
 Ziploc Bags (gallon and sandwich),
 Card Stock Paper (white and color)



We do not allow
 backpacks at PKS.
 Students will need
 an over the
 shoulder tote bag.



We do not allow
 "Kinder-Nappers"
 or nap mats
 at PKS.



Lunch, snack and
 juice can be
 purchased daily
 or brought from
 home.



Depending on
 your choice,
 your child may
 need a lunchbox/
 water bottle.





School Calendar:

[Policies / Manuals - Autauga County Schools](#)

August 3 st – 10 th	Teacher Inservice/Institute Day
August 11 th or 12 th	First Day for Students (PKS has a staggered start for kindergarten to help with the school transition. The first day for your child will be the 11 th or 12 th depending on the class assignment. More information to come.)
August 13 th	All Students Report To School
September 7 th	Labor Day - No School
October 9 th	Early Dismissal/Parent Conference
October 12 th – 13 th	Fall Break
November 11 th	Veterans Day - No School
November 23 rd – 27 th	Thanksgiving Break
December 18 th	Early Dismissal
December 21 st – January 6 th	Winter Holidays / Teacher Inservice
January 7 th	School Resumes
January 18 th	MLK Day - No School
February 12 th	Early Dismissal for Students
February 15 th	Teacher Work Day/No School
March 19 th	Early Dismissal
March 22 nd – 26 th	Spring Break
April 15 th & 16 th	Weather Days/No School
May 27 th :	Teacher Work Day/No School
May 28 th :	Early Dismissal/Students Last Day

NINE WEEKS GRADING PERIODS & REPORT CARDS

QUARTER	NINE WEEKS ENDS	REPORT CARD ISSUED
1	October 10, 2025	October 19, 2025
2	December 19, 2025	January 11th
3	March 11, 2026	March 18th
4	May 22, 2026	May 28th

DAILY SCHEDULE

Important Times to Remember

7:15 – Morning Drop-off

*This is the earliest a child may be dropped off in the morning. Students arriving before 7:50 will report to an assigned early morning spot.

7:50 – Classroom Intake

At this time, students will go to their classroom.

7:55 – Car Line Ends

After 7:55, parents must park and come to the office to sign in their child. Students should be in their classroom for attendance at 8:00.

*8:00 – Instructional Day Begins

Any student arriving after 7:55 must be signed in through the front office by a parent/guardian. The student will be marked tardy after 7:55.

8:00 – 8:15 – Morning Announcements

The expectation is for everyone to be still and quiet once announcements are in progress. The office staff will not take check-ins during this announcement time. Parents are asked to stand and wait patiently and respectfully with their child. All adults will be a model of positive behavior for our children.

8:15 – 10:45 – School-wide Protected Block

This is our time each morning set aside for uninterrupted instruction. This allows students and teachers a time to be very focused on Reading & Math Readiness Skills.

2:15 – No check outs or transportation changes allowed after this time.

2:40 – Day Care Vans/Car Riders

2:50 – Second Dismissal Bell –Bus Students will report to their bus line.

*Each class is assigned a time for lunch, music, library and PE.

PRATTVILLE KINDERGARTEN SCHOOL PROCEDURES

Arrival and Departure

All students must arrive prior to 7:55. Any students arriving after 7:55 must be signed in through the front office by a parent/guardian. Students arriving after 7:55 will be marked as tardy. No student should arrive before 7:15 or remain after 3:05 since supervision is not available before or after these times. During morning arrival, students may be dropped off by a parent in the car line. Buses will be dropped off at side entrance.

Dismissal procedures are very important to ensure the safety of all students. No one will be permitted in the hallways or the classrooms after 2:15. This ensures PKS faculty and staff are able to move all students to their afternoon areas quickly and safely. The car line will not open until 2:00. No parent should arrive or enter the car line until 2:00. The front door entrances cannot be blocked in case emergency vehicles need to access the building. All vehicles must have a PKS Pick-Up Pass hanging from the rearview mirror. Anyone who does not have a visible school-issued Pick-Up Pass will be directed to park and check out through the front office. A picture ID will be required.

Please understand that we will not allow check-outs after 2:15. We must be able to account for every student and move them all safely to their designated area. We will not be able to change transportation methods between 2:15 and 3:05. Unless you have sent in a written note prior to 2:15, we will not pull a child out of his/her bus line. Thank you for your cooperation with this matter.

Important Reminder: Always have a picture ID with you.

Arrival and Departure during the First Two Weeks

- Every student **MUST** wear a transportation tag every day for the first full two weeks of school. This is crucial in assisting us in getting students to the correct classroom and dismissal areas in the afternoon. The tag must be filled out with the correct information for parent(s)/guardian(s) and also emergency contact information. This is essential for PKS faculty and staff as well as the bus drivers.
- **IMPORTANT:** We will observe a staggered start to kindergarten to assist students and parents in this transition process. You may walk your child in to his/her class on their designated start day (August 11th or 12th). The students will only come to school on their designated start day then all students will come together on August 13th. On August 13th, students will walk independently to class (with the assistance of PKS personnel.)

Automobile Transportation

To ensure the safety of each student at PKS, automobile loading and unloading zones are located in front of the building. Any other entry is off limits (illegal). Police officers have assisted in mapping a safe traffic pattern for car riders. Please access the following link that outlines traffic flow patterns at PKS. For safety, please adhere to the following guidelines:

1. REFRAIN from cell phone use.
2. ONLY drop students off in the car line if a PKS staff member is present.
3. Drop off in the car line may only take place between 7:15 and 7:55.
4. No adult should exit the vehicle. A staff member will be present to assist your child once you arrive to the drop off spot. Do not let your child out of the car until you have arrived at the single line in front of the school between the staff members. Make sure all traffic has stopped.
5. Students MUST exit the vehicle on the passenger side of the car. No student should walk between cars.
6. To keep the car line running smoothly, make sure your child has his/her belongings ready and have said good-byes so that they can quickly and safely exit the vehicle.

PKS TRAFFIC FLOW PATTERN: Attachment provided and located at www.prattvillekindergarten.com

Bus Transportation

School bus loading and unloading zones are located on the back of the building (ABC Street). This area is off limits to automobiles and other vehicles. It has been so designated due to the accessibility and overall safety for all students being transported by bus. Children are carefully supervised by teachers while arriving and departing from school bus lanes. They are not permitted to ride any other bus or get off at any other stop except to the address in which they are verified. Any changes in bus transportation must be in writing and approved by Mr. Neil Messick, Transportation Supervisor.

Bus Drivers are supervised by Mr. Neil Messick. Any matters concerning bus drivers, bus routes, etc. should be directed to the Transportation Office at (334)361-3897.

Transportation Changes

At any time that it becomes necessary to change your child's transportation in the afternoon, it must be submitted in writing prior to 2:15. The parent/guardian must write the note with specific information about the

change. If it involves a change regarding who will pick up the child, please remember that the person must be listed on the enrollment form as a person in which your child may be released. If not, the child will not be permitted to leave even with a written note. All changes to the enrollment form must be made in the office by the parent/guardian. Any changes involving a change in bus transportation must be sent to school with your child in the morning. This letter will require specific information about your request and the parent/guardian's signature. These requests are sent to the Transportation Department for approval. A child may only be bused to the address in which he/ she is verified.

IMPORTANT:

- Phone calls, e-mails and texts will not be accepted for any reason. The teacher must receive written notification with a parent/guardian's signature.
- If you move during the year, bus changes can only be made after the parent/guardian has re-verified the new address in the front office.

ATTENDANCE AND HEALTH

ACS CODE OF CONDUCT: A PARENT & STUDENT HANDBOOK

[Policies / Manuals - Autauga County Schools](#)

Late Arrivals

Any student who has not arrived at school by 7:55 when the bell rings is considered tardy to school. Tardiness, when habitual, is detrimental to your child's progress toward required skills when instruction is missed. A student arriving after 7:55 must be signed in through the front office by a parent/guardian. An admission sticker will be given to the student to enter class.

Check Outs

Upon enrolling at PKS, you have agreed to abide by our hours of operation which are 8:00 – 3:00. Everyday checkouts are not allowed. In the event that a child occasionally needs to leave school early for a doctor's appointment, etc., you will need to check your child out through the front office. No check outs are allowed after 2:15.

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[Policies / Manuals - Autauga County Schools](#)

Withdrawals and Transfers

The parents/guardians of students who are moving and leaving our school must notify the school office and fill out a withdrawal form. Upon filling out the withdrawal form, all library books and other school related materials must be returned to the school before withdrawal can be completed. In addition, lunchroom balances and other fees should also be cleared before the withdrawal form can be finalized.

PKS HEALTH RELATED INFORMATION

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[Policies / Manuals - Autauga County Schools](#)

Soiled Clothes Relating to Toileting

Potty training is an essential skill to the start of kindergarten. Frequent accidents can cause a student to miss valuable instruction time. In the case of an accident, parents will always be contacted to come to the school to change the student's clothing. **The teachers, office personnel, or school nurse are not permitted to clean or change a child. A parent or a parent's designee must clean or change the child.**

Food Allergies

Parents should notify their child's teacher if their child is allergic to a particular food or foods. Documentation from a doctor is required. (Example: red food coloring, peanuts, etc.)

PRATTVILLE KINDERGARTEN SCHOOL SAFETY PROCEDURES

School Visitors

Upon entering the building, ALL VISITORS to the school, including parents/guardians, must report to the main office to obtain permission to visit. During regular hours, only the front office entrance may be used. All other entrances will remain locked down. You must ring the doorbell located at the right of the front door and wait for admittance. Upon request, please be prepared to show your ID prior to entry. All visitors must sign in and wear a visitor's sticker for their entire visit. Persons who have not been authorized to visit in the school or have an appointment will be considered a trespasser. Thank you for your cooperation in keeping our students safe. *Please remember that we do not allow visitors to the classrooms during instruction time. Parents may not visit

during instructional time as it disrupts teaching and learning. However, there will be many opportunities for involvement, visits, and participation. We value your partnership.

Visitor Expectations

*When visiting our school and participating in school events, it is important that all adults model appropriate dress and behavior for our young children. Please see the Autauga County Schools Code of Conduct. Any adult dressed inappropriately with clothing too revealing or distracting will be unable to participate in the school event. Also, please refrain from cell phone use in the front office, hallways, instructional areas and at school events. Profanity is not allowed on our school campus or on school sponsored events. Fast food drop offs are also not allowed for lunch or breakfast. Any other class snacks should be scheduled and approved through your child's teacher. Your cooperation in establishing an environment that promotes high expectations for students is appreciated. The faculty and staff of PKS are here to work with the students and parents. The expectation is that all adults who call or enter PKS will model kindness and courtesy in all situations. Any violation of these expectations could lead to being trespassed from our campus.

School Facilities

All school facilities will be used under the supervision of the principal and/or her designee. She will be responsible for school facilities and equipment at all times. The principal or her designee will be in charge when school facilities are used by out of school groups. The expense for this service will become a part of the expenses to be collected for using the facility.

Dress Code

ACS CODE OF CONDUCT: A PARENT & STUDENT HANDBOOK

[Policies / Manuals - Autauga County Schools](#)

Technology / Communication Devices

Communication devices are not allowed out of a student's bag at school. In addition, no gaming watches or devices. If a student has a device visible at school, it will be taken up by administration. This is considered a disciplinary infraction.

ACS CODE OF CONDUCT: A PARENT & STUDENT HANDBOOK

[Policies / Manuals - Autauga County Schools](#)

Fire, Severe Weather and Intruder Drills

In order to ensure the safety of all children, at least one drill per month will be conducted. Tornado/severe weather, fire and intruder drills will be conducted. Children are instructed concerning proper procedures for these drills in a child friendly way. It is our goal at PKS to make sure we are safe in all situations. Each drill is documented. We utilize the results to make sure we make adjustments as needed to ensure the safest possible procedures. Copies of escape routes are posted in each room, lunchroom and hallways.

Tornado/Severe Weather Procedures

In the event that severe weather conditions develop while your child is at school, the office staff will keep the weather radio tuned to the local weather service for advice and direction. When a tornado warning is issued, the children will be directed to a pre-determined safe spot, taking shelter in our school storm shelter and will remain there until an all-clear bulletin has been issued.

When a tornado warning is issued and is still in effect, the children will not be released from school, even to a parent, for bus/car rider transportation. However, buses will run as usual on a daily basis providing current weather conditions and forecast in the area have received an all-clear bulletin from the local weather service office.

Emergency School Closing

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Note: It is essential that you have updated phone numbers listed on your child's PKS Information Card at all times. In addition, please make sure you have joined Parent Square.

[Policies / Manuals - Autauga County Schools](#)

PRATTVILLE KINDERGARTEN SCHOOL MONEY INFORMATION

Sending Money to School

Please send all money in a sealed envelope with the child's full name clearly written on the outside. List on the envelope all purchases for which money is enclosed and the teacher's name. Send a separate envelope for each purchase.

For example:

Bob Smith Mrs. Johnson's Class Field Trip \$10.00
--

Bob Smith Mrs. Johnson's Class Juice \$1.00 Snack \$1.00

PRATTVILLE KINDERGARTEN SCHOOL FIELD TRIP GUIDELINES

Field Trip Money

Throughout the year, there will be opportunity for field trips. Please adhere to the set deadline for turning in money and permission slips. Money **MUST** be turned in to the bookkeeper in advance so that checks can be written to pay for the cost of the field trip. Unfortunately, money cannot be received after the deadline, as checks will have been written. Absolutely no refunds can be given for field trips. Every effort is made to ensure that you pay the correct amount for field trips and that they are as cost efficient as possible. Checks should be made payable to PKS. It is important to send the exact amount as teachers nor the bookkeeper keep change.

Field Trip Requirements

- All students must have a signed permission slip by the parent/legal guardian. Permission per telephone, e-mail or text will not be accepted.
- A reasonable number of chaperones for bus trips as well as walking trips will be obtained to ensure safety and supervision. Field trips will be cancelled if there is not an adequate number of chaperones.
 - **SIBLINGS ARE NOT ALLOWED TO ATTEND FIELD TRIPS.** This ensures undivided supervision and protection for our kindergarten children.
 - Emergencies will be handled by the teacher and decisions will be made in the best interest of the child in question as well as the others who are under her care and keeping. The safety of the children has been and will continue to be our main concern.
 - Bus transportation will be utilized for field trips for the students.
 - All field trip money and permission slips must be turned in by the deadline. No money will be collected the day before or on the morning of the trip. Checks will not be accepted after the field trip due date.
 - Please be respectful to other students and do not post pictures online. Some of our students are not allowed to be photographed. Help us respect the rights and wishes of others.
 - No refunds will be issued for field trips.

PRATTVILLE KINDERGARTEN SCHOOL CHILD NUTRITION PROGRAM & JUICE / SNACK INFORMATION

Breakfast & Lunch

At the beginning of each school year, your child will receive a Universal Pin Number. Your child will learn the number as the year progresses. This number will be the child's number for his/her breakfast/lunch account until the child exits the Autauga County School System. For the 2026-2027 school year, breakfast will be provided free for students. Breakfast will be served to each student in their lunchroom in the mornings upon arrival. Our breakfast time is 7:15-8:00. All students will eat in the lunchroom at their class's designated daily lunch time. A menu will be sent home monthly so that you and your child can decide if he or she would like to eat at school that day. Your child will be allowed to bring a lunch from home if so desired. We feel that we have an excellent nutrition program and encourage you to have your child eat lunch with us. If your child chooses to bring a lunch from home, please remember the following guidelines. Do not pack carbonated drinks or candy. Also, the meal that is packed, must be a well-balanced meal. It must appear to the teacher or CNP staff that it is a lunch and not snack. If it appears to be just a snack, your child will be given a lunchroom meal. For example, a juice and peanut butter crackers may only appear to be a snack. We realize that we have many children who are picky eaters but we do have a legal responsibility to make sure every child is provided a well-balanced lunch daily. Please remember that we do not allow fast food drop offs. Thank you for your help.

We will host class lunch days for you to come and visit/eat with us. Please watch for a schedule of dates.

Juice and Snack

In addition to lunch, children may have apple juice, fruit punch or water and a snack at a time selected by the teacher. Drinks are \$1.00 and snacks are \$1.00. Snacks offered adhere to the state wellness policy. Juice and snack must be paid daily. No weekly payment is acceptable. All money sent from home should be in an envelope labeled with your child's name, teacher's name and juice and snack amount. If preferred, children may bring snacks from home. Juice may also be brought from home. Please remember that we do not allow carbonated beverages. Milk can't be purchased for snack time. We do not accept checks for snack. *Revenue generated from the sales of juice and snack

is utilized for general school expenditures. Please send the exact amount as teachers nor the bookkeeper keep change.

PRATTVILLE KINDERGARTEN SCHOOL PARENTAL INVOLVEMENT

Parental Involvement Activities

Our school encourages your support and involvement. We understand that many of our parents have very different work schedules. Please understand that there are many different ways that you can be involved even if your schedule does not allow for volunteering in the classroom. You can assist by helping to prepare materials at home, donations, etc. Our school recognizes the importance of your assistance on many different levels. If you are interested in volunteering, please remember the following guidelines:

- Our school-wide protected block is from 8:00 – 10:45. We do not allow visitors in the classroom until 10:45.
- All visitors must sign in through the front office and obtain a visitor's sticker.
- Please pre-arrange volunteer hours with the classroom teacher.
 - Please make sure that you observe all of our school/county expectations and rules. Adults will be a positive model of the behavior we expect from our students.
- Please do not use cell phones in the school.
 - Please adhere to the dress code outlined in the *Autauga County Schools Code of Conduct*.

APT (Association of Parents and Teachers)

The APT is a vital part of our school. We strongly encourage you to join and become an active member in all APT projects. All monies raised during the year will be spent on various items needed for the school and classrooms. Officers for this school year will keep you informed of yearly events.

Parent - Teacher Conferences/Communication

Conferences may be scheduled with the teachers and administration to discuss educational issues or other pertinent matters related to the child's performance in the classroom. It is so important that we work together as a team. Although face to face conferences are most effective, we realize that it is often difficult for parents to come physically to school. Phone conferences and Zoom Meetings are also communication options if needed.

Conferences must be scheduled in such a way that they will not interfere with teaching responsibilities. Please refrain from calling, texting, or messaging

teachers on their cell phones as they are unable to talk during instructional time. Please leave a message in the front office. Calls will be returned during planning times or after school. Please make sure to download the Parent Square app. This is where we send lots of school-wide, class and personal messages and information.

Parents may call the school office (361-3890) and the secretary will help you arrange a conference, preferably during the teacher's planning period. However, if that is not possible, another time can be scheduled.

PRATTVILLE KINDERGARTEN SCHOOL INSTRUCTIONAL PROGRAM

Academics

At Prattville Kindergarten School, we are committed to a high quality of academic instruction. Our school is a unique setting serving all kindergarten students. Our school is made up of 1 principal, 1 assistant principal, 21 classroom teachers, 4 special education teachers, 1 speech pathologist, 2 PE teachers, 1 music teacher, 8 special education aides, 1 counselor, 1 secretary, 1 reading coach, 1 intervention teacher, 1 in-school suspension aide, 1 bookkeeper, 1 nurse, 3 custodians and 5 CNP workers. Together we strive to provide a strong academic foundation that meets the needs of all of our students. The basic program of instruction in the Autauga County Schools includes language arts, mathematics, science, social studies, computer literacy, art, music, health, and physical education. The schedule for each discipline area, as well as the length of class time, will adhere to State Board of Education rules and regulations. State-certificated, highly qualified personnel will be employed as teachers.

Media Center

Students will visit the school media center/library. They will have the opportunity to check out books. Books may be checked out for a period of one week. Parents will be charged for damaged or lost books.

Kindergarten Assessments

Assessment is an important part of our academic program. Teachers spend the majority of their day engaging students in explicit standards-based instruction. To measure the effectiveness of instruction and growth toward first grade readiness, multiple assessments are administered throughout the year. In accordance with Alabama Literacy Act and Numeracy Act, assessments are administered throughout the year to determine Kindergarten Readiness and progress towards First Grade Readiness. Results of these assessments are sent home periodically.

In addition, you will receive a progress report home at the mid-point of the second – fourth nine weeks and a report card at the end of each nine-week period. This schedule can be found on the 26-27 School Calendar. The report card for kindergarten is a standards-based report card. Students are graded on a numerical scale:

- 3: The student is demonstrating mastery of grade level standard.
- 2: The student demonstrates partial understanding of grade level standard; or can perform portions of grade level standard with support.
- 1: The student shows minimum understanding of grade level standard when provided support.
- 0: The student is not yet demonstrating progress towards grade-level standard.

At any time that there is a question about assessments or assessment results, we strongly encourage communication with the classroom teacher.

Promotion and Retention

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[Policies / Manuals - Autauga County Schools](#)

Multi-Tiered System of Supports/Intervention

In kindergarten, we implement a multi-tiered system of supports. Sometimes when students are not showing adequate progress with core program instruction and/or behavior, a committee of teachers, counselor and administrators will meet to decide how to best help the student. Specific needs are discussed and interventions are put in to place to help the student make adequate progress toward kindergarten goals and benchmarks. In the event that interventions need to be implemented, the parents are contacted. Progress will be monitored and intense interventions may be written and adjusted through our RtI process and/or SRIP – Student Reading Improvement Plan. Regular updates about progress will be sent home. It is the goal of this committee to make sure that students are receiving intense instruction to successfully meet his/her needs.

EQUAL EDUCATION OPPORTUNITIES

ACS CODE OF CONDUCT: A PARENT & STUDENT HANDBOOK

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Counseling

The goal of Prattville Kindergarten School's counseling program is to prepare our students for a successful future by helping them to develop academically, socially and emotionally. Individual, small group and large group guidance sessions are held throughout the year. These sessions cover a variety of topics involving character education, social skills, bullying, conflict resolution, drug awareness, and making healthy choices. Students can be referred for individual or small group counseling by their teacher or parent. If you have any questions about our program, please feel free to contact our office at 334-361-3890.

PRATTVILLE KINDERGARTEN SCHOOL DISCIPLINE POLICIES AND PROCEDURES

Positive Behavior Support

We are so excited to be implementing a Positive Behavior Support System at PKS. Together, we can work as a team to promote positive behavior and student success. As part of our plan, we will be working toward three expectations at school and at home: Proud, Kind, and Safe We will be teaching rules throughout different locations in our building for the first two weeks of school. We will learn about restroom, hallway, lunchroom and classroom rules. A school-wide incentive program will be implemented. Make sure to ask your child all about it. Please watch for more information to come home after the first week of school. Discuss with your child the PKS school expectations and rules. Let's work as a team to promote positive behavior and student success!

Discipline

Our goal is to establish and maintain an educational climate conducive to learning. While teachers shall be reasonable in student-related demands, they need not tolerate disrespectful, boisterous, rough and violent outbursts of language and temper on the part of the students. Parents/guardians will be involved in every way possible to work with the teacher and administrator in order to bring about the appropriate behavior that is necessary for the effective total functioning classroom.

ACS CODE OF CONDUCT: A PARENT & STUDENT HANDBOOK

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IN-SCHOOL SUSPENSION

One of the possible behavior consequences based on the infraction is In-School Suspension. We also call this our C.A.R.E. Room (C.A.R.E. – Calming and Recovery Environment room). If a student is assigned to this setting, our goal is

to counsel the student on appropriate behavior as well as coping and calming strategies. In addition, we want to provide teaching of school rules and procedures and practice appropriate social interactions with peers. Our motto is Proud, Kind & Safe. These are important character traits for student success in school and in life. The goal of In-School Suspension is to reteach appropriate behaviors to promote future success and avoid further disciplinary infractions.

While in this classroom, the student will:

- Complete classwork.
- Work with our counselor on the following topics: good choices, self-control and appropriate social behaviors with peers.
- Work with the ISS/CARE Room Facilitator to practice school expectations and procedures.
- Be respectful to peers and staff.
- Be respectful of the classroom environment/school property.
- Follow school expectations and directions.

*If there is a scheduled school-wide event or class activity/field trip planned, the assigned student will not participate due to In-School Suspension placement.

Our facilitator for this classroom is Mrs. Leslie Carter. She has extensive experience at our school working with a variety of behavior issues. It is her intention to provide instruction to assist each child with learning appropriate behaviors and on-going coaching to promote success.

PRE-K PROGRAM AT PKS

Prattville Kindergarten School is excited to house three First Class Pre-K classes at PKS. This program operates under the State Department of Education Guidelines. Mrs. Christen Harry is our Pre-K contact in Autauga County. This program will follow the same safety guidelines and procedures for visitors, check-ins and check-outs. Morning drop-off time is 7:40 – 7:50. Parents will follow the traffic patterns for morning and afternoon carline off of Jay St. A staff member will be at the door to greet your child. Pick-up will begin at 2:20. Your pick-up pass must be hanging from your vehicle's rearview mirror. If you do not have your pick-up pass, you will have to park and check your child out from the front office. Additional passes can be purchased from the front office for \$2.00 throughout the year. For safety, always be prepared to show your picture identification.

Each Pre-K family will have access to a Pre-K Handbook with specific Pre-K information. Pre-K behavior expectations are also outlined in the Autauga County Schools' Code of Conduct.

OTHER PKS INFORMATION

Parties

Each class may have a variety of parties throughout the school year. Room mothers and teachers will work together to coordinate these events. If a child should want to give out birthday party invitations to classmates at school, one must be sent to each child in the classroom or none at all. On party days, do not bring gift items to school or have items delivered. *Deliveries to students will not be accepted. This includes gifts, balloons, flowers, etc.

We love to celebrate birthdays. However, prior to celebrations, please notify your teacher at least 48 hours in advance to make arrangements for snacks, correct numbers, time, etc. We want to be respectful and considerate of all students, so this will also allow for planning and discussion of special considerations and food allergies. These celebrations typically occur at our juice and snack time. Coordinating ahead allows for a more planned and enjoyable time for all.

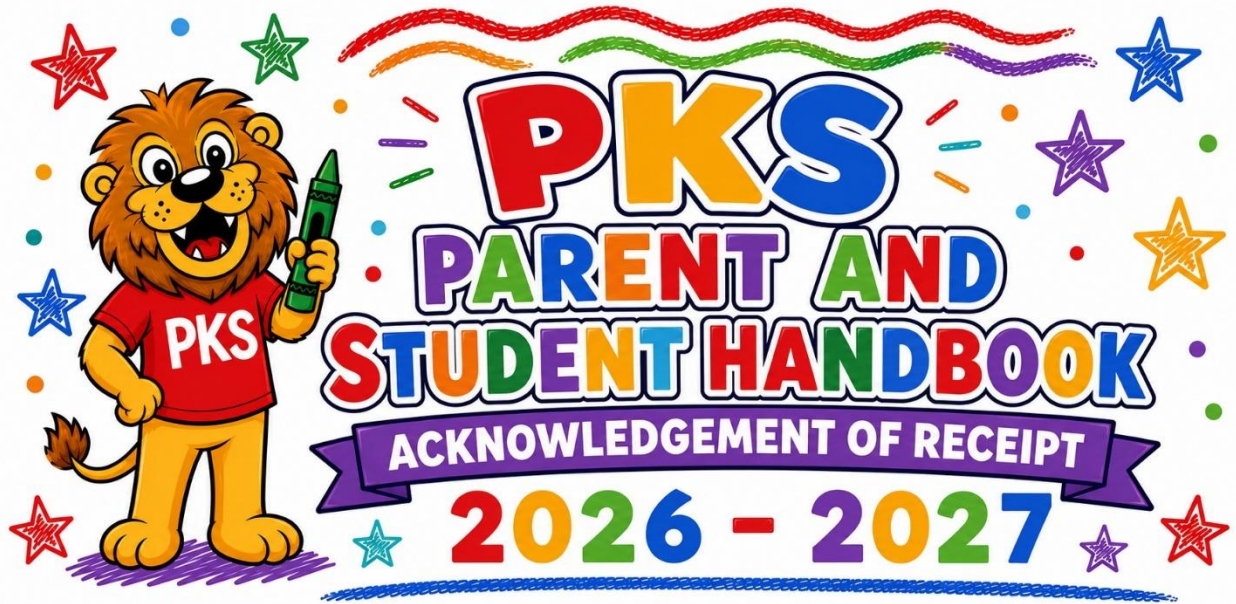
Lost and Found

If your child loses an article of clothing, we will be happy to let you check the lost and found. Please feel free to contact our school personnel for assistance. As always, you will sign in through the office to obtain a visitor's pass.

Unnecessary Items

The following items are not allowable at PKS.

- *Due to our lack of storage space and safety concerns, children may NOT bring backpacks or any type of pack worn on the back. Purses are also an unnecessary item in kindergarten. Children are allowed one over the shoulder tote bag.
- Toys should not be brought to school unless the teacher gives permission. Some toys are dangerous and any toy creates a distraction in the classroom. At no time will toy guns, knives or weapons be permissible. These items will also be considered a disciplinary offense.
- Cell phones/communication devices are also not allowed to be powered on visible to school. This includes smart watches.



DOCUMENT ACCESS:

The 26-27 PKS Parent Student Handbook can be accessed at www.prattvillekindergarten.com.

- As parent/legal guardian of a student at Prattville Kindergarten School, I/we hereby acknowledge by my/our signature(s) that I/we have received directions to access the Prattville Kindergarten School Student and Parent Handbook. I have read and reviewed the policies, procedures and expectations as outlined in this Handbook.
- I/We further acknowledge and agree to be bound by the provisions in the PKS Student and Parent Handbook: 2026 – 2027.

Signature of Parent/Legal Guardian

Date

Signature of Parent/Legal Guardian

Date

*If the student only lives with one parent/guardian, only one signature is required.