

Phoebe Hearst Elementary School
4640 S. Lamon Ave | Chicago, IL 60638 | Phone 773.535.2376
Principal: Ms. Teresa Chrobak-Prince




Welcome to Full Day Preschool 2023- 2024

Welcome to Phoebe Hearst Elementary School! Our names are Mrs. Aguilera, the general education teacher and Ms. Espinosa, the special education teacher and we will be teaching your child for the 23-24 school year! We're looking forward to having an amazing school year! 😊

Below we are listing important items that must be followed in order to ensure a smooth process for everyone:

- The school day hours are: 8:45 AM-3:45 PM. **Arrival and dismissal will be at door number 2 everyday.**
- Breakfast begins at 8:45AM and ends at 9:00AM. A guardian must sign out the child at the door.
- Each child receives breakfast, lunch, and snack. A home lunch is not necessary but if you do send a lunch, **DO NOT SEND chips, cookies, anything that has nuts or is sugary.** WE HIGHLY ENCOURAGE our students to eat the school lunch and not to bring outside food.
- Children should be wearing gym shoes with **velcro straps** or slip-on shoes.
- Children receive quiet time during the middle of the school day. **Do not send any blankets or stuffed animals to school.**
- If you arrive at 9AM, you must go to the main office for a tardy slip.
- Students must wear the school uniform. The uniform is navy blue pants and navy blue shirt.
- If your child will be absent you must call the main office to notify us and a note must be provided the following day with a reason for absence.
- Children have accidents. **We ask you to add an extra pair of pants, underwear, socks, and shirts in your child's backpack.**

- At home, should be a supply box with crayons, pencils, glue, and scissors for your child's homework activities.
- Go to cpsvolunteers.org to sign up as a level II parent volunteer (you must sign up in order to chaperone for a class field trip). Please ask if you need help with the application process.
- We will be communicating via the Remind app, please download this app on your phone and use our class code. 
- You may also contact us via email. Mrs. Aguilera: magutierrez24@cps.edu Ms. Espinosa: aespinosa30@cps.edu
- It is important that your child attends school every day. **Students who have attendance of lower than 80% will not be allowed to go on field trips or participate in special attendance events.** Valid excuses for absence are sickness (with fever, rash, vomit and/or diarrhea), death in the immediate family, religious practices or family emergency.
- Please find the supply list below!

Pre-Kindergarten Supply List 2023-2024



1 backpack large enough to fit a binder



1 pack of #2 thick yellow pencils



2 packs of Elmer's glue sticks



2 folders with *prongs*



2 bottles of hand soap



1 pair of kids headphones



1 pack of small and large paper plates



uniform: navy blue pants and navy blue shirt



1 box of tissue



1 big bottle of hand sanitizer



2 rolls of paper towels



Ziploc gallon and sandwich bags



1 *primary* composition notebook



1 ream of copy paper (500 sheets)




1 pack of Clorox Wipes



2 packs of baby wipes

Classroom Wish List: AA batteries, clear tape, post-its, Lysol spray, Construction paper, lamination sheets

Home Supply List

At home in a supply box  students should have the following supplies to be able to do their homework.

Pencils

Crayons

Scissors

Glue

