



# *Our Lady of the Visitation School*

785 Sunnydale Ave. San Francisco, CA 94134

Phone (415) 239-7840 ☎ Fax (415) 239-2559

**January, 2018**

**Dear Prospective Kindergarten Parent/Guardian:**

**Thank you for your interest in Our Lady of the Visitation School. We have been an effective educational establishment since 1964 in San Francisco's Visitation Valley neighborhood. Our mission is to educate the whole child, and we, along with the Daughters of Charity, work hard to provide a quality Catholic education to those students who enter our school.**

**In this packet, you will find a Kindergarten Checklist. A child does not need to have absolute mastery over each one of the skills outlined before entering Kindergarten; however, they should be able to perform the tasks to some degree of success. Use the checklist as a guide as opposed to an absolute standard when helping to prepare your child for Kindergarten.**

**You will also find a copy of the preschool questionnaire in this packet. We do recommend that your child have had a successful preschool experience before applying to Kindergarten and ask that you have your child's current teacher complete this page.**

**It is our goal to help you understand exactly what will be needed in order for your child to apply for and be admitted into the 2018-2019 Kindergarten class. The following steps outline the process:**

**Step 1 Applying to OLV:**

- o Meet appropriate age requirement (5 years old by September 1, 2018).**
- o Complete our school application BEFORE February 23, 2018. Be sure to include all paperwork such as record of immunizations, Birth Certificate, and Baptismal Certificate if Catholic.**
- o Give a copy of our Preschool questionnaire (enclosed in this packet) to your child's current teacher to complete and have the Preschool mail it directly to:**

**Our Lady of the Visitacion School  
785 Sunnydale Avenue  
San Francisco, CA 94134**

- o **Pay a non-refundable \$25 Testing Fee.**

**Once all parts of Step 1 are completed, we will notify you of your time slot for your child to partake in the 30 minute Kindergarten Readiness Screening. This will be held on Saturday February 24, 2018 between the hours of 9:00 a.m. and 1:30 p.m.**

**Step 2 Readiness Screening:**

- o **All children are assessed for Kindergarten readiness. This process helps to ensure that your child is socially and academically ready for OLV School.**
- o **While students are participating in the Kindergarten Readiness test with our Kindergarten Teacher and Classroom Aide, parents have the opportunity to meet with an OLV School Administrator and complete a Parent Questionnaire.**

**Step 3 Admission:**

- o **You will receive a notice through email notifying you of your child's admission status.**
- o **For students that are accepted, the following steps need to be completed to secure the child's spot in the class:**
  - o **Payment of the \$100 non-refundable registration fee**
  - o **Completion of all registration paperwork**
  - o **Apply for financial aid and tuition management through [www.tads.com](http://www.tads.com). TADS application is only to be done AFTER acceptance to OLV School.**

**If there are any further questions regarding our kindergarten program, you may email the Kindergarten teacher at [mauner@olvsf.org](mailto:mauner@olvsf.org), or you may call the front office at 415-239-7840 to ask general questions about the school.**

**Thank you again for your interest in Our Lady of the Visitacion School!**

**Blessings,**

**Mrs. Hannah Everhart  
OLV Principal**

[www.olvsf.org](http://www.olvsf.org)

**Some of the skills a child should be able to do upon entering Kindergarten:**

- Recognize his/her written first and last name.
- Print his/her first name.
- Identify the primary colors.
- Communicate with adults and peers.
- Speak in simple sentences.
- Listen to and follow 3 step directions.
- Be aware of the feelings of others.
- Able to sit for periods of 5-15 minutes at a time.
- Sing the Alphabet Song.
- Recognize the letters of the Alphabet.
- Name and draw basic shapes such as circles, squares, and triangles.
- Recognize numbers.
- Count objects 1-10.
- Count up to 20.
- Hold and write with a pencil.
- Color with crayons.
- Trace and draw lines.
- Use scissors correctly
- Be able to use the restroom independently.
- Can be separated from family members for up to 7 hours at a time.





# OUR LADY OF THE VISITACION SCHOOL

785 Sunnydale Avenue, San Francisco, CA 94134  
(415) 239-7840 [www.olvsf.org](http://www.olvsf.org)

## PRESCHOOL/DAYCARE QUESTIONNAIRE

\_\_\_\_\_ has applied for Kindergarten at Our Lady of the Visitation School for the upcoming school year. Please complete this questionnaire and return it to our school office, by regular mail or email to the principal at [principal@olvsf.org](mailto:principal@olvsf.org), as soon as possible. Please do not return to the parent for submission. Your comments will be kept confidential. This child's enrollment process cannot be completed without this form.

We have an all day Kindergarten (8:10 am - 3:15 pm), and your input on the readiness of the child is essential in helping the school make the appropriate selection. Your forthrightness is appreciated.

Please use these codes in answering the following questions:  
S= Satisfactory      N=Needs Help      NR=Not Ready

### **Self-help Skills**

Independent Dresser \_\_\_\_\_ Independent Toileting \_\_\_\_\_ Taking care of possessions \_\_\_\_\_

### **Social Skills**

Demonstrates a cooperative attitude:

in general \_\_\_\_\_ toward other children \_\_\_\_\_ toward adults \_\_\_\_\_

Works well in small groups \_\_\_\_\_ Exhibits self-control \_\_\_\_\_

### **Work Skills**

Show interest in learning \_\_\_\_\_ Can focus on task \_\_\_\_\_

### **Gross Motor Skills**

Hopping on one foot \_\_\_\_\_ Skipping \_\_\_\_\_ Uses alternate feet to walk on stairs \_\_\_\_\_

**Fine Motor Skills**

Can use scissors \_\_\_\_\_ Can write name independently \_\_\_\_\_ Can glue appropriately \_\_\_\_\_  
Can write some numbers and letters \_\_\_\_\_ Can hold a crayon or pencil correctly \_\_\_\_\_

**Listening/Speaking Skills (Please answer “yes” or “no”)**

Enjoys listening to stories \_\_\_\_\_ Listens to and follows directions \_\_\_\_\_  
Uses speech clearly and distinctly \_\_\_\_\_ Speaks English clearly and distinctly \_\_\_\_\_

**Special Interventions**

Please describe this child’s strengths and share any current challenges.

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**How long has this child been enrolled at your preschool?** \_\_\_\_\_

**In your opinion, is this child ready for a full-day, well balanced yet academically rigorous Kindergarten Program?**

**Additional Comments**

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**Name of Preschool** \_\_\_\_\_

**Teacher Name** \_\_\_\_\_ **Email Address** \_\_\_\_\_

**Please check here if the teacher may contact you for additional information.** \_\_\_\_\_

**Send completed form to:**  
Our Lady of the Visitacion School  
Attn: Principal  
785 Sunnydale Avenue  
San Francisco, CA 94134

or email to OLV Principal Hannah Everhart at [principal@olvsf.org](mailto:principal@olvsf.org)