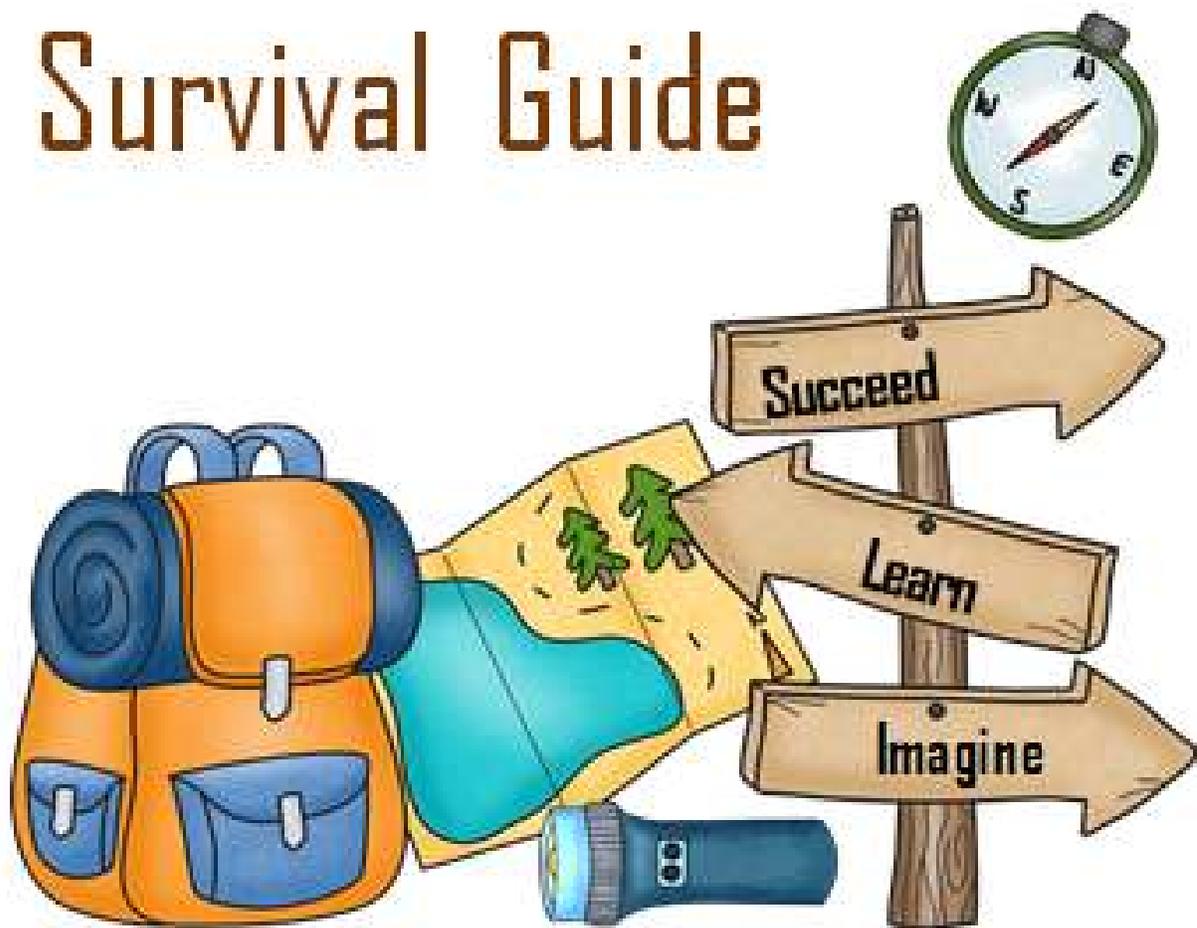


Mrs. Roberts ~ Grades 3 and 4

Classroom Survival Guide



Everything You Need to Know to Survive
AND Thrive!

Name _____

Dear Parents and Students,

We are embarking upon a brand new school year, and I'd like to extend a warm welcome to my new students. As always, the start of a school year holds the promise of new discovery and learning, as well as the prospect of personal growth in all areas.

This class handbook includes information to help you and your child become familiar with my expectations for the school year. Please sign below and tear off this page returning it to me the first week of school. Please keep this handbook in a special place so that you may refer to it throughout the year. If you need to contact me, I prefer email or text if possible. My email address is ARoberts@lcja.org. My cell number is 208-964-0351. You may also call the school and leave a message (667-0877) or, if there is a need, call me directly at the cell number above.

I'm looking forward to an exciting year with my class. Thank you for your cooperation in getting this year off to a great start!

Sincerely,

Mrs. Anita Roberts

Student Name _____

Parent Signature _____

Parent Email _____

Please print legibly



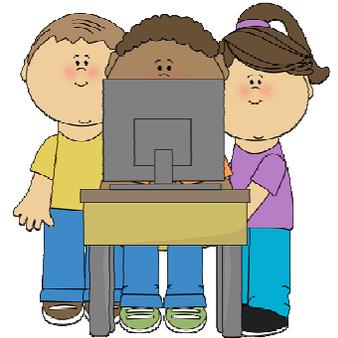


Class Newsletters and Weekly Progress Reports

I send home a Class Newsletter each Monday. I will also send home weekly progress reports (beginning the second week of school) on Thursdays. I ask that you sign the progress report and return it on Friday or I will notify you that one will not be sent, so don't accept any excuses for your child not having a progress report on Thursday. If you don't receive one, please email, text me or call the school to let me know.

My Class Website

My class has a home on the Internet! Parents and students can visit my website to see an abundance of material... spelling words, memory verses, homework, book projects, keep up-to-date on classroom events, and SO MUCH MORE! My website is located at www.teacheranita.com. I hope you will find this a very useful tool.



School Supplies and Materials Needed

Your child will need all of the supplies listed. We would also appreciate donations of plastic spoons/forks, quart/gallon size baggies, and dry erase markers. Please do not send rolling book bags, the lockers are not big enough to house them. Thanks!

Individual Student Supplies

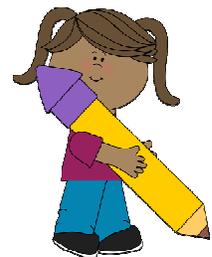
- 1 plastic school box (for storing small items – must fit)
- 1 pkg. thin-tipped markers and /or 1 pkg. wide-tipped
- 1 water color paint set
- 1 pkg. colored pencils (sharpened)
- 1 bottle of white glue, 4 glue sticks
- 1 pair scissors
- 1 sturdy ruler with centimeters and inches
- 2 spiral notebooks (single subject style)
- 1 package wide-ruled, loose notebook paper
- 1 black "Sharpie" marker
- 1 highlighter
- 1 "any style", 2 pocket folder (no middle binding)
- 24 #2 pencils (**sharpened**) for beginning of yr and possibly another set mid-yr. May include pencil-top erasers
- 1 large eraser
- 1 8.5 x 11 white board / 1-2 dry erase markers, small dry erase marker eraser
- 1 water bottle with pop-top sipper (**please avoid screw-top sipper**)
- 1 pair athletic shoes and socks (P.E. class) to be kept in locker

Classroom Supplies Requested

please, no name written on items listed below:

- 1 red, 1 orange and 1 green plain/ 2-pocket folders (**with no middle binding**, etc)
- 1 container of Clorox Wipes
- 2 boxes of facial tissue (cube style works best)

Students are responsible for having their supplies and being prepared for school each day. Not having supplies is never an excuse for interrupting learning or not following directions.



Students:

- ✓ If you are missing supplies, you must take care of this in the morning BEFORE class begins.
- ✓ The electric sharpener should only be used in the morning BEFORE class begins, or during breaks.
- ✓ If you do not have a supply, solve the problem quickly and quietly without interrupting learning.

Attendance and Illnesses

Regular school attendance is critical to the learning process. Our school day officially starts at 8:15 a.m. Most are here at 8:00 or slightly after. As students arrive, we begin “morning work” assignments. When your child is absent or tardy, he or she misses valuable instructional time. Please call the office or send a written note whenever your child is absent. State law requires us to code each absence as “Excused” or “Unexcused”. Excused absences include illness and doctor’s appointments. Unexcused absences include out-of-town trips, and family vacations. Please be aware that the school has a new policy for attendance. See the school handbook or the school office for more information and forms.

Even though our school has strict attendance policies, it’s important to keep your child home if he or she is sick. Because of the recent flu outbreaks, schools are especially concerned about students attending school when they show flu symptoms. The policy states that a child must be free of fever for 24 hours before returning to school. Thank you for understanding.

Cooperative Learning

I wholeheartedly believe in cooperative learning in the classroom. I have placed my students in mixed ability groups so that they may help each other during the learning process. Research has shown that all students do better when they are allowed to discuss and defend their ideas as they learn. Working in small groups also helps students learn valuable social skills they will need throughout life. Parents are often concerned about grades in the cooperative learning classroom. Don’t worry! All grades come from individual assignments and tests. No student's grade will be raised or lowered based on the performance of others in the group. I welcome the opportunity to discuss the benefits of cooperative learning with anyone who has questions or concerns.



Homework/Classwork

I believe that homework is necessary for practicing skills that have been learned or for enriching the classroom experience. On the other hand, I don’t believe in overloading students with busywork! In many cases, homework is simply classwork that was not finished. I try to give ample time in class for the completion of assignments, but some students work more slowly and must finish at home. Students will also have Spelling Words/Memory Verse/Math Facts practice.

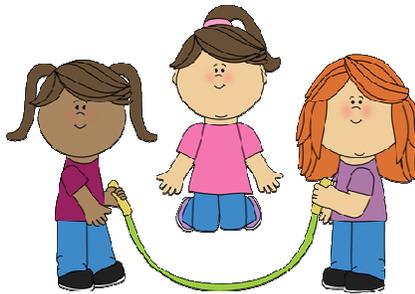
In order to help students get their homework assignments done, students will be given an Organizational Binder which includes a homework folder. They will write their assignments on their Homework Tracker and place any important papers in the folder. The Homework Tracker includes a behavior box where they list their behavior for the day. Please go through your child’s binder and tracker each night and sign the tracker stating you’ve seen all the information included in the binder.

Clip Chart Behavior Management System

The clip chart consists of a chart that has been divided into levels. All of the children start the day on Ready to Learn. Then, during the course of the day, the children move their clothespins up or down the chart, based on the behavioral choices they make. If they are making good choices, they can move their clothespin up a level at a time. Inappropriate behavior would cause them to move down a level. Since the children start in the middle of the chart, they have numerous opportunities to work their way up the chart. This really helps the children realize that they have to have self-control and be responsible for their actions and behavior if they want to be recognized for making good choices. Making it to the top of the chart is not easy, but it is definitely attainable. The children quickly realize how they must conduct themselves in order to achieve this goal. Each day, the children document what color they go home on so their parents are aware. You will find this on the Homework Tracker.

Physical Education Program

Our class participates in physical education every day. We do exercises, run laps, practice P.E. skills, and play games. Therefore, your child needs to wear appropriate clothing and footwear each day. Students who wear dress clothes or shoes should be prepared to change into appropriate clothing before our P.E. period. Slick shoes or restrictive clothing can be a hazard during physical education activities. If you feel your child should not participate in P.E. on a particular day, please write a note stating the reason. All children will be expected to participate unless they have a note excusing them.



Binders and Folders

Students are to keep their Organizational Binder and folders neat and organized. They are to be taken care of them so that they will last all year.

- ✓ Take care of your Organizational Binder and folders. They should not be scribbled on, torn, folded, or cut with scissors.
- ✓ Keep Binder and folders stacked neatly so that you can find what you need easily.
- ✓ Make sure papers are placed neatly in folder pockets, or in correct hanging files, not loose in desk.



Morning Routine

Our classroom is a calm and quiet place in the morning. Help us create a peaceful and happy room! Students should follow these guidelines upon arrival:

1. Check in using the clipboard just outside our classroom door.
2. Walk into the room quietly.
3. Unpack and turn in paper, homework, notes, etc.
1. Put bags and coats away neatly.
2. Check your supplies (2 sharp pencils, filled water bottle, etc).
6. Ask for needed supplies BEFORE Worship.
7. Complete morning work quietly.



Daily Math Drills

In my experience, students cannot move on to higher level reasoning in mathematics until they master their basic math facts. In addition to regular math assignments, your child will be performing daily drills until he or she has mastered the basic facts. I will give assignments through two online programs: TenMarks and XtraMath. Please encourage your child to use these programs.



Restroom and Water Breaks

Restroom and water breaks should never interrupt or distract from our learning.

Students may use the restroom or get a drink of water as needed, as long as they are responsible for the following:

- ✓ Do not go when the teacher is giving directions or teaching a lesson.
- ✓ Use the restroom and water fountains correctly.
- ✓ Ask permission
- ✓ Sign OUT and then IN.
- ✓ Take appropriate pass.
- ✓ Return quickly and quietly.
- ✓ If students take advantage of using the restroom and drinking fountain as an “escape” from the classroom, students will have minutes taken from recess time.



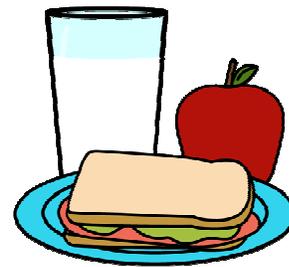
Lunch

Hot lunch is an option for all our students Mondays – Thursdays, with Thursdays being pizza days. Please see the office to prepay for as many lunches as you'd like. Or, you may send money with your child on the day he/she is ordering a lunch. If your child brings a lunch that requires heating, please do as much prep work as possible as I cannot do this for all kids and get them through lunch in a timely manner. Also, keep in mind that we are limited in microwave usage and share our lunchtime with another classroom. It would probably be in your child's best interest to keep the amount of lunches to be heated to a minimum so that he/she has adequate time to eat.

Lunch is the student's time to relax, eat, and talk with friends. In order for my students to enjoy lunch, they are responsible for using good table manners and making good choices.

Students, please remember:

- ✓ Stay in your assigned spot.
- ✓ Talk quietly with people sitting near you.
- ✓ Keep your food on your tray and your area clean.
- ✓ Chew with your mouth closed and use your best table manners.
- ✓ Do not share food.
- ✓ Use only kind words.
- ✓ Keep your hands and feet to yourself.



Lining Up

Students should line up quickly and quietly. They are to show that they are ready to go!

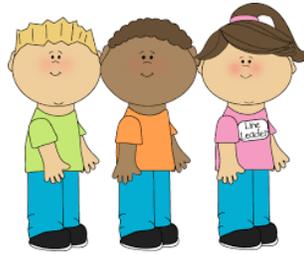
Students are to:

1. Wait for the teacher to finish giving directions, or has called you, before standing to line up.
2. WALK silently, straight to the line.
3. Once you join the line, stand still and quiet, facing forward and ready to go.
4. Once you are in your spot, stay there. Do not switch spots or move around the line.
5. Look at the teacher to show you are ready.
6. Leave space between you and the people around you, keeping your hands and feet to yourself.

Walking in the Hallways

Help our class get where we need to go quickly and quietly.
Students should follow these guidelines:

1. Keep your hands at your sides, not on the walls or on other students.
2. Hold a bubble in your mouth to remind you to stay quiet.
3. Face forward to avoid wrecks!
4. Walk safely and quietly without stomping or dragging your feet, hopping, or skipping.
5. Keep up with line without bumping into the person in front of you.



Toys at School

Students may EARN the privilege of bringing a special item or toy to school on special days. These days are the only days toys should be at school. If there is a specific toy students want to bring, they may ask me.

Please remember:

- ✓ Toys should never interfere with learning.
- ✓ Toys brought for special days must be appropriate for school (no electronics, expensive items, or toy weapons).
- ✓ Toys brought to school must be small enough to fit in your backpack.
- ✓ If students are playing with jewelry, school supplies, or other small items they may be considered toys and will be taken up.



Mid-morning Snacks & Water Bottles

I think it's important for students to have a healthy snack in the morning, and I set aside class time for this. Please only send enough for one day, and don't send snacks that need refrigeration. Please do not send in unhealthy treats such as cake, chips, brownies, frosted cookies, or cupcakes. I also permit my students to bring a water bottle to school to keep on their desks during the day and to use at recess. Plain water is the only beverage permitted, and the bottle must have a secure lid. Water bottles should be taken home regularly to be cleaned. The following are examples of healthy snacks that we can enjoy while we continue to work.

- ◆ apples
 - ◆ carrot sticks
 - ◆ plain crackers
 - ◆ cheese crackers
 - ◆ small box of raisins
 - ◆ grapes
 - ◆ pretzels
 - ◆ graham crackers
 - ◆ dried fruit
 - ◆ protein or nutrition bar
 - ◆ boiled egg
 - ◆ yogurt
- ****please, no tree nuts or coconut as we have children with allergies



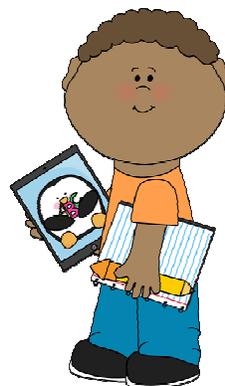
Parent Volunteers

I love to have parent volunteers in the room! You can file papers, staple progress reports together, read with students, help with math, or anything else that needs to be done. I can be a much more effective teacher when I have volunteers to share the load. If you are interested in volunteering, please send a note or email me. It would be great if you could come in regularly on a certain day of the week or at a certain time. Doing so will help me plan activities that need a helping hand! So if you would like to volunteer, please send a note with the best days and times for you to work in our classroom. For example, you might tell me that you would like to work one morning a week, and give me some possible days. A new guideline for classroom volunteers is that they need to fill out a form and a background check will be conducted before they may work in the schools.



Special Projects

- This year your child will delight in creating a state project! More information is on my website and in your child's binder.
- Going along with our travel through the regions theme, students will learn Idaho History which lends itself to a study on Lewis and Clark. Student will participate in an end of the year musical about the adventures of Lewis and Clark.
- Special field trips and activities will be planned to enhance our units of study. You will notice there will be many field trips in the spring that coincide with learning Idaho History.



Afternoon Dismissal

School dismisses at 3:15 Mondays – Thursdays and 12:15 on Fridays. Students will line up outside or, in cases of inclement weather, remain in classrooms until their name is called over the handheld transceiver. Parents may choose this method of pick-up, or come directly into the school to get their children. Those students not picked up by 3:30 will go to childcare. This program has a fee. See the school office for more details.

