

WELCOME TO SECOND GRADE!

2011 – 2012

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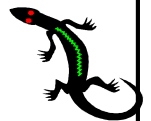
This "handout" is to inform you of Second Grade policies and procedures about which parents frequently inquire. This most likely will **not** answer all of your questions, but I hope that it will answer some of them and help us work together. Please feel free to email or call me at school or home when you have questions regarding these areas or any other situations that come up. Thanks!

Birthdays



Birthdays are very special days to Second Graders. The class will sing to the Birthday Person, I will give him/her a card, and we will pray for him/her. The Birthday Person may bring a treat to share with the class if you and your child desire. This is optional. It is helpful if I know your plan on doing this so I can make any necessary adjustments in our schedule. The best times for the class to have treats are at 9:45 a.m. or 3:00 p.m., but I'm flexible if those times don't work for your schedule or plans. The classroom mailboxes may be used to "mail" party invitations **IF** everyone is invited. By "everyone", I mean all the boys **or** all the girls, unless you're brave enough to include both!!! This eliminates hurt

feelings at school. If you're planning a smaller party, it's better to use the U.S. mail service or telephone for the invitations. Thank you for helping me in this way.



Field Trips

We have a few trips that are "traditional" for the Second Grade. We plan to use the bus for transportation unless you are notified otherwise. When we use the bus, all Second Graders must ride on the bus. Parents are welcome to follow the bus in their cars, but students need to stay with the class on the bus. If we use cars, I'll ask for drivers. Please be sure that you have given the office your paperwork (insurance info) before you agree to be a driver and have completed the finger printing process. When you sign up to drive, I'll be counting on you unless you are notified that you are **NOT** needed. If your plans change after you have signed up to drive, please let me know as soon as possible.

Reminder— All medications (even over-the-counter) must be turned into the office and dispensed from there. Second Graders may have cough drops when needed and may keep these in their desks. It is helpful (but not required) if you send a note to the classroom when your child has cough drops.

HOMework

Reading Homework— Generally, Reading Homework will be given on Monday — Thursday. The students are to read the assigned pages two times to themselves and one time to an adult. That adult is to sign the homework assignment sheet found on the inside cover of the book. This homework is part of the weekly reading grade. The students receive “points” for having their book in class, writing down their assignment, and having it signed. It is their responsibility to remind you to sign it. They will lose points when they haven’t completed these tasks, and this does affect their grade.

Spelling Homework— Spelling Homework is **due** on Tuesday **OR** the second school day of the week when there is a Monday holiday. This homework will be sent home on the previous Friday allowing students the extra time over the weekend if they choose to use it. However, it is not due until **Tuesday!** The students will choose **one** of the assignments. (We will accept any type of paper for this homework assignment.) The student’s name and parent’s signature must be on it. If they choose to copy the spelling list, the spelling words must be numbered. Your signature says that you have checked the work and found it satisfactory and complete. If it is not turned in on Tuesday (or the second school day of the week), a homework slip will be sent home and points are deducted for each day it is late. Spelling Homework is designed to reinforce each week’s spelling list and help our children work on responsibility. Your child may do more than one of the assignments (**only one is required!**) for credit

toward a bonus certificate. These extra assignments must be returned by Friday morning for credit.

Arithmetic Homework— Arithmetic Homework is due on Friday and is part of the weekly Arithmetic grade . This homework will be sent home on the previous Friday (with the Spelling Homework) allowing students the extra time over the weekend if they choose to use it. However, it is not due until **Friday!** They are required to complete all five sections, but they may choose to do all of the sections at once or one each day. This homework assignment is designed to reinforce the concepts we are covering this year in class. Please don’t hesitate to help your child with this homework.... simply initial the section(s) if you needed to do more than read/explain the directions. Points will not be deducted for this, but it allows us to track troublesome areas. Thanks! If it is not turned in on Friday, a homework slip will be sent home and points are deducted for each day it is late.



Bible Homework— We will have a new Bible verse and character trait to memorize every week. You have a complete list of these for the year, and it is also included in each week's assignment in the weekly newsletter. Also, Study Cards will be sent home each week on Friday. The verse and character trait must be memorized by Friday and will be a part of the written and oral Bible test. Although we do work on these in class, your student will most likely need extra help at home. Your student is expected to be prepared to recite the Bible verse and character quality each Friday unless you and your student decide to one of the four Verse Vouchers. Please note that each student receives only **four** vouchers for the entire year and they are for the Oral Test only. Unused vouchers may be turned in for extra credit in Bible (limit of one per quarter for extra credit). Another part of Bible Homework each week is the assigned Bible reading. You have the list for the year, the newsletter will remind you weekly, and a Study Card will come attached to the Spelling and Arithmetic Homework each week. You may read the passage together, to your student, or the student may read it to himself. The signed Study Card must be turned in by Friday morning for full credit. This is also a part of the quarterly Bible grade.

Seatwork Homework— Sometimes students don't finished the required amount of seatwork in a day. This unfinished work then becomes homework. This homework is due the next morning unless you are notified of a change. Our goal is for all of the students to finish the required minimum of work each day. Prayerfully, that will become their goal, too! You should find this seatwork homework in the "Homework Folder" in her/his bookbag . If for some reason the student is unable to complete this homework, it must be returned to school the next day. Thanks.

Progress Reports

You will receive a computer printout from the gradebook each week. This Progress Report will have the test scores from the last week, and it will also give you your child's grade at that point for the quarter. The Progress Report is attached to the weekly newsletter. Weekly tests will also be attached to the newsletter.

Discipline

Each student has a car that is "parked" at the beginning of each week. That is where we want it to stay all week. But, as you know, there are times when students don't follow the rules and then discipline must take place. This is the procedure that we follow in Second Grade:

Parked	(100%/ A)
Step 1 Verbal Warning/Reminder (Token)	
Step 2 Car on Green	(85%/B)
Step 3 Car on Yellow	(80%/B-)
Step 4 Car on Red	(75%/C)
Step 5 Discipline/Blue Room	(65%/D)
- - - Swatting Offense	(50%/F)

You will be notified on the Progress Report each week of your child's Citizenship Grade for the previous week. This report will also have a brief notation as to what the child did to merit any discipline steps taken.

Seatwork Papers

Did you know that Second Graders will each do approximately ten pages of seatwork each day? That's a lot of papers! And you will see them all "stuffed" in that bookbag (even though the papers should be placed in the Take Home Folder). One question that is frequently asked is, "*What is the parent suppose to do with all those papers?*" Please remember that seatwork is **practice**. These papers are checked and not graded. Our checking system is :

- ✓+ Excellent/Very Neat
- ✓ Satisfactory/neat
- ✓- Unsatisfactory/messy
- D.O. Do Over —too many mistakes/too messy
- Finish** Needs to be completed

When you find checked seatwork papers, please look them over. You should find two checks on each side. The top check is for content and accuracy. The bottom check is for neatness. Give praise for ✓+ and ✓. Review ✓- with your child and discuss what can be done to improve his/her work. Please encourage your child to always do his/her best. "D. O." and "Finish" papers should be corrected and/or completed. These papers do not have to come back to me. If you decide that we should see them or that your child needs to have us see them, we will review them. Please remember that seatwork *is* practice, and this practice is preparation for the weekly tests. If your child is missing a concept on the daily work, he/she will most likely miss it on the test. Good study habits can be encouraged by reviewing seatwork papers.