sy00697_ BC'S

OF

1st Grade

## A handbook for Mrs. DaPra’s's class

## A

ABSENCE- If your child is ill, please inform the office (586-446-9170) and inform us of the absence and the reason for it. If a student must leave early for a doctor’s appointment, go to the office and sign your child out and the secretary will call me to let you into our building. Never send another person to pick up your child without informing me or the office.

AFTERCARE: Please make arrangements to pick up your child **before** 3:35. After this time, your child will be sent to aftercare.

ALLERGIES: Notify your teacher of any allergies as soon as possible.

ATTENDANCE- Being successful in school is the responsibility of the student, the parent and school. Your child's progress, both academically and socially, is influenced to a great extent by daily participation. Regular attendance without tardiness is the key to his/her success. Excessive tardiness will result in administrative action.

ARRIVAL & DISMISSAL- Students should arrive between 8:00 and 8:15 am. Students should not arrive prior to 8:00 (unless they are in Before-Care) since school supervision by the staff in not available. No child or parent should be in the building before this time. If your child arrives after 8:15am (our classroom door will be closed) he/she is tardy, and a parent must sign their child in at the office. The student will not be allowed in class without a tardy slip. Please walk your child to his/her class in the morning for the first few weeks. After that you may drop your child off at the drop off zone. Dismissal is at 3:30pm, and you must come into the school and pick up your child at his/her classroom. If your child is not picked up by 3:45pm, he/she will go to Aftercare.

ART- Your child will attend art once a week for 60 minutes with our art teacher.

### B

BIRTHDAYS- This year we will continue “non-food” birthday celebrations in order to follow the healthy Hunger Free Act of 2010. We appreciate your support and understanding.

BOOK IT!: A program sponsored by Pizza Hut to reward children for reading at home. The program runs from October through March. Additional information will come home in the month of September.

BOOKS: Books should be treated with respect. You may be charged for any damaged books.

BOOK ORDERS- Every month I will be sending home Scholastic book order forms. These books are at a terrific price, not only do they make great gifts for any occasion but our class earns points towards free books for our class library. If you choose to order books, fill out the form, make checks payable to Scholastic Books (no cash please), and place it in a sealed envelope with your child’s name and scholastic book order written on it.

### C

CASUAL DAY: The first Friday of each month is Casual Day. This is a PTC fundraiser and a one- time only fee will be necessary to participate. Please watch for additional information.

CHANGE OF CLOTHES: Provide a change of pants, shirt, underwear and socks in a gallon Ziploc bag to be kept in your child’s backpack.

CHARACTER- Character Education will be a large part of our curriculum. I expect the children to practice good character skills daily.

CLASSWORK***:*** Certain assignments are completed together as a class. Therefore, please review the classwork to ensure your child has completed the work correctly. Not all work will be checked by the teacher.

CLEANLINESS- Being clean in every way is important to the health of everyone around.

COMPUTER-Your child will be attending a computer class once a week for 60 minutes with our computer teacher.

CONFERENCES- Parent/Teacher conferences are held at the end of each grading period. The children have early dismissal (11:30) the day of conferences. You will receive your child's report card and we will discuss his/her accomplishments, strengths, any areas of concern and overall progress. Please feel free to schedule additional conferences with me throughout the school year if the need should arise.

### D

DISCIPLINE- I believe in an environment that is nuturing, creative, affectionate and consistent. In the welcome folder there is a page explaining in detail my behavior plan.

D.E.A.R (drop everything and read/rest) TIME- We have D.E.A.R time every day after lunch and recess for 15-25 minutes. This is our quiet time when calming music is being played and the children are reading/resting silently at their desks.

DOOR- If the classroom door is closed, please knock before entering. If it is after 8:15 am or before 3:30pm, you must sign yourself in at the main office.

DRESS CODE- Refer to your school handbook for specific dress code information. This is also available on our website. Dress code will be strictly enforced.

# E

EARS- Please help your child remember to bring these to school every day. They are important for listening and learning!

E-MAIL- Huron Academy has a web site that contains the school handbook as well as information about our school. This is located at huronacademy.org. My e-mail address is [**dapras@huronacademy.org**](mailto:dapras@huronacademy.org). Check your email regularly for important Huron Academy memos.

EMERGENCY FORM- During registration you should have filled out an emergency form for your child. If there are any changes at all in your home or work numbers, please inform the office so you can be quickly located in an emergency. Your child will be released only to those adults who are listed on your emergency form.

EXPLORE- Your child will have an exploration class once a week for 60 minutes with Mrs. Hinton. The students will be taught many exciting and fun songs, and activities to excite them about learning vocabulary.

### F

FIELD TRIPS- We plan several fun and educational field trips throughout the year. The students will be taking buses for transportation. We need parent volunteers for our trips. Please return the money and permission slips as soon as possible. You must have filled out a background check form to volunteer on any field trip.

FIRE DRILLS- We will have school wide fire and tornado drills periodically throughout the school year. The children are expected to walk quickly and quietly to their designated area. We will talk about and practice before the first scheduled drill takes place.

FUN- This school year will be a fun and exciting one for you and your child!

### G

GRADING- Outstanding, Satisfactory and Not Mastered are used to evaluate your child’s work. A number system will also be utilized. Additional information will be provided. Not all work will be graded. Some things are completed for practice.

GYM- Your child will be attending gym class once a week for 60 minutes with our gym teacher. The children may wear gym shoes to school on the day of their gym class.

### H

HALF-DAY DISMISSAL: On half-days students will be dismissed at 11:30 am.

HANDS ON LEARNING- The best way for your child to learn is to make it meaningful and fun. Important concepts are taught through hands-on learning. There is a time when seat work is necessary, however, your child will also be doing a lot of active learning.

HEALTH- Please let me know of special circumstances that may affect your child. These may include a death in the family, allergies (especially food), or medication that can make your child feel sleepy. All prescription medication is kept in the office and given to your child when indicated. Cough drops are fine, but give them to me so that I may administer them as needed.

HOMEWORK- Math and Phonics homework will be sent home Monday through Thursday (Math also on some Fridays) and is expected to be completed and returned the following day. Spelling Packets go home on Friday and are due the following Friday. Any incomplete classwork will be sent home as well. All homework is due the following school day.

HOMEWORK FOLDER- Each day your child will bring home a folder containing various notes and homework pages. Please look over things carefully and return items if necessary.

HONESTY- As the old saying goes…Honesty is the best policy.

HOT LUNCH PROGRAM***:*** Information will follow.

HUSKY HABITS- These are the school wide rules: Be Respectful, Be Responsible, Be Safe, Be Excellent.

### I

ILLNESS- Please keep your child home if they are not feeling well. Making that decision on a hectic morning can be difficult. This makes them feel more comfortable and prevents others from becoming ill. A good rule of thumb is that if their nose has greenish/yellowish goop (looks like Nickelodeon slime-yeah you know what I'm talking about), keep them at home. Any fever of 100.0 or higher means your child MUST STAY HOME UNTIL IT IS GONE FOR 24 HOURS.

INDEPENDENT READING- One of the ways children learn to read is by reading by themselves. There are three ways that a child "reads". He/she can picture read, memorize and recite the words in a book, or actually read the words. Please encourage your child to read, read ,read to themselves and with you. I expect everyone to read at least 20 minutes each day. Let's work together to create a literature-rich environment that promotes a life long love of reading.

INK PENS- Ink pens are not permitted in class.

INTEGRITY- One of Huron Academy’s core values.

### J

JOURNALS- Students will be writing in a weekly journal, which will show progress in writing.

JUNK FOOD- This is not allowed in our classroom at snack time. Chips, cookies, pudding, candy, anything that contains a heavy amount of sugar, etc. are considered junk food.

JUSTICE- All instances will be dealt with in a fair and consistent manner.

### K

KINDNESS- This is expected from everyone.

### L

LATE START- Be sure to check the school calendar for late start Friday dates.

LUNCH- We will have recess then eat lunch in the lunch room from 10:50-11:40. Your child may bring a lunch or purchase a hot lunch. Hot lunch money (exact change) and form must be placed in a sealed envelope and will be collected the month before so that the order can be placed. Hot lunch orders must be in by due date-no exceptions. The cost is $3.00, and free or reduced lunch is available if you qualify (a form must be filled out). Extra snacks can be purchased daily for .50 cents. I allow your child to purchase an extra snack only after they have eaten their healthy foods. The lunch menu is given out monthly, and I will also post it on our classroom door.

LUNCH VOLUNTEERS- This is a terrific way to get involved at Huron Academy. Your children will love seeing you helping out at our school.

### M

MATH- The 1st grade mathematics curriculum is an excellent program which provides students with skills that help them develop number sense, spacial relations, thinking skills, and a positive attitude towards math. The math curriculum is a very hands-on, problem solving approach that enables children to be highly successful and have a positive attitude towards math.

MEDICATION- We are unable to administer any medication. You must take all medication to the office. This includes cough drops.

MONDAY ENVELOPE- This contains past week’s work, current newsletter, and important office notes. Please promptly return the signed envelope the next day.

MONEY- Please do not send your child to school with loose money in their pockets. It tends to get lost.

MUSIC- Your child will be attending music class once a week for 60 minutes with our music teacher. The students will be taught many exciting and fun songs. We will also be singing together during circle time daily in class.

N

NEWSLETTER: A classroom newsletter will be sent home on some Monday’s. Please be sure to read the newsletter. It contains very important information that informs you of current and future events

NOSES- We will all keep our fingers and other objects out of them! When they are runny, please evaluate whether your child should be at school or not. Refer to the word ILLNESS.

### O

ORGANIZATION- Organization is an important skill to teach your child. The homework folder and the Monday envelope are tools for you and your child to use to help organize school information, homework, papers etc. Please set aside a place at home for all the important papers that are needed throughout the year.

### P

PARENT INVOLVEMENT- There are many ways for you to become involved at Huron Academy. Your support of school activities makes your child feel proud and important and sends the message that you value school. Volunteering for lunch or P.T.C are wonderful ways to help make our year fun and productive.

PARENT PORTAL- You will be receiving information regarding gaining access to your child’s grades. Grades will be made available to parents within a 7-14 day period depending on subject matter and length of project. Watch the weekly newsletter for additional information

PARTIES & CELEBRATIONS- We celebrate many of the holidays with class parties. There will be sign up sheets on our bulletin board to volunteer for things. All are welcome to participate in these fun filled festivities! We will have some other celebrations such as rainbow day, the100th day of school, National reading day that I will plan and organize. If your family has any celebration concerns, please let me know.

PHONICS- We will be using two programs to help teach the children to read. Making Great Readers, and Saxon Phonics and Spelling.

### Q

QUESTIONS- Many of you are new this year to Huron Academy and may have some unanswered questions. Please feel free to e-mail me (dapras@huronacademy.org), call the school (586-446-9170) or drop me a note.

### R

READING – We will begin switching for reading in late September.

RECESS- The children will get 20 minutes to play outside before lunch at the playground (unless it's raining or below freezing). Please keep this in mind when your child is getting dressed for the day. Michigan weather changes so frequently!! Since many of the girls wear jumpers or skirts, on cold days you may want to send in leggings to put on under their clothes for recess. As the old joke about Michigan weather goes , "If you don't like the weather, just wait a minute, it’ll change".

REPORT CARDS- Report cards will be issued at the end of every quarter. The report cards reflect the progress your child has made towards the goals and objectives for First Grade. Our grading system is as followed - Outstanding (consistently achieves above grade level expectation), Satisfactory (consistently achieves grade level expectations), Needs Improvement (working towards the expected goals). Parent signatures are required on report cards and will be given out at parent/teacher conferences.

RESTROOMS- Have your child use the restroom before entering the classroom in the morning. Your child will be allowed to use the restroom when needed, but frequent trips will be questioned. Please let me know if your child needs frequent restroom trips due to a medical problem.

RULES***:*** All school and classroom rules are expected to be followed. Disciplinary actions will be taken if not obeyed.

### S

SCIENCE/SOCIAL STUDIES- We alternate between the two subjects.

SNACK- We have snack once a day, in the afternoon. Please send in one healthy snack that can be eaten quickly such as crackers, fruit bars, apples, granola bars, veggie sticks, pretzels etc. No sugary snacks, doritoes/ chips or chocolate such as cookies, candy, pudding etc. will be allowed. Pack their snacks seperately from their lunch and place them in a labeled Ziploc bag. No juice is needed, water bottles only. This affirms healthy eating makes healthy bodies.

SNOW DAYS- If we are closed due to weather conditions please listen to the radio or news for Huron Academy.

### T

TESTING- Your child will be tested each Friday in, phonics, and spelling. Math tests vary with the curriculum. Watch newsletter for science and social studies test information

TOYS- Bringing toys to school is discouraged for a number of reasons. They cause distractions. If a toy is accidentally lost or broken, feelings can get hurt. Books are allowed, please make sure your child's name is written inside the book.

TUTORING- This is provided after school on an as-needed basis. You will be informed if your child requires this service.

### U

UNFINISHED WORK: Students may miss recess or other extra activities if he/she was not working to his/her potential.

UNIFORMS- Your child is required to wear a uniform to school. He/she must wear a collared shirt (white, navy blue). Pants/shorts/skorts or jumpers (navy only) that are solid in color. Navy or white sweaters. Navy or white socks, Black, Navy, or Brown Solid colored shoes. No boots! For more details, please read your school handbook.

UNIQUE- 1st graders learn that they are special and unique. The children will get many opportunities to explore how they are alike and different from one another. They will share their culture as well as learn about other cultures.

### V

VACATIONS: Lengthy vacations are not recommended due to the large amount of new material being learned in First Grade. However, if unavoidable, please notify your teacher in **advance** so homework can be prepared.

VISITORS- Huron academy has a policy that all visitors must report and sign in at the school office. We welcome and encourage family involvement. However, creating a safe learning environment for students is our responsibility and top priority.

### W

WISH LIST- Throughout the year we sometimes need extra supplies for special projects and activities. These needs will be posted in our newsletter or outside our classroom on the bulletin board.

WATER BOTTLES- On hot days your child may bring in a small water bottle. ***Please*** make sure they do not leak. MUST BE SPILL-PROOF. **Please no juice, pop, etc.**

# X

EXTRA CLOTHING- Please keep an extra set of clothes in his/her backpack . These are needed if accidents occur.

EXTRA READING: Your child should be reading everyday. Reading is a skill that develops with practice. Please spend time with your child each day reading, if only for a few minutes.

### Y

YOU: You are the first step in your child’s learning experience

YOUNGER SIBLINGS- It is in your child's and the programs best interest if you make childcare arrangements for younger siblings while volunteering in the classroom. This not only allows you to focus on the class, but allows you to spend some special time with your 1st grader.

### Z

Zippers- practice zipping coats with your child. We switch building daily and this will make the time to get ready in cold weather go faster

ZZZZZ's- Make sure your child is getting plenty of rest. Children should receive 9-11 hours of sleep per night. Setting and keeping a bedtime schedule greatly contributes to having a successful year in 1st grade. It will help your child be alert and ready to learn each day!