



Dear Parents/Guardians,

It is indeed a pleasure to have your child in Second Grade this year. We are looking forward to an exciting year. We have developed a classroom discipline plan which affords student guidance in making good decisions about his or her behavior and thus an opportunity to learn in a positive, nurturing environment.

I feel that open lines of communication between the parent, student, and teachers are the key to promoting an educational climate that is conducive to learning. I'm looking forward to working with you and your child. Together we can make a difference! You can help by sending us well-rested children and a hug and a kiss still fresh on their minds. This sets the stage for a lovely day.

We will be using a system in which the student will bring home a folder each Friday. Each Friday there will be a conduct grade recorded for the week. Please talk with your child about any negative behaviors that are recorded, in order to help your child achieve success for the next week. We will also use several different incentive plans to encourage appropriate behaviors as well as study habits. Please review the following classroom rules and discipline steps with your child so we can ensure the best year possible.

You will receive additional communication throughout the school year. I look forward to building a relationship with you and your child and thus providing the best education that I am capable of giving.

<u>Classroom Rules</u>	<u>Discipline Steps</u>
<ol style="list-style-type: none"> 1. Follow Directions 2. Feet and Hands to yourself 3. Small Voices inside 4. Work Together/Be a Good Friend 5. Have Fun!!! 	<ol style="list-style-type: none"> 1. Verbal Redirection 2. Conduct Mark / Conference with Student 3. Phone call home 4. Detention 5. Office Referral
<u>Homework</u>	<u>School Hours/Dismissal</u>
<p>We strongly recommend that you help your child with his/her homework. However, homework must be in their own handwriting.</p> <p>***Homework is Due on Friday, late turn in may result in loss of recess time, lunch detention and loss of 10 points each day homework is late.</p>	<p>School hours are 7:30am-3:00pm. Your child is late at 7:45am and is count absent if he/she arrives after 8:45am. Make sure you are on time to pick up your kid at 3:00pm.</p> <p>***Please make sure that your child is on time, well rested and prepared to make sure he/she have a successful learning experience.</p>
<u>Severe Clause</u>	<u>"Special" Friday Snack/Recess/Field Trips</u>
<p>Certain severe behaviors will cause an immediate office referral and / or suspension. Suspension may result in exclusion from extra-curricular field trips.</p> <p>***Please refer to the Student Code of Conduct.</p>	<p>"Special" Friday Snack, Recess and Field Trips are Optional Activities for our class and are a <u>Reward for Excellent Behavior and Work Habits</u>. Therefore, there may be days where individual students may miss his or her "Friday Snack/Recess and/or Field Trip",</p>

If you have any questions or concerns throughout the year, feel free to contact us at school at (254) 215-5500. Thank you for giving us the opportunity to work with your child.

Sincerely,

The Second Grade Team

Please sign and return this portion of the letter back to your teacher on the 1st day of school.

I have read and understand the rules and procedures listed above for fifth grade.

Student Signature Parent(s)

Guardian(s) Signature