

# Important Information

## Homework



Homework will be assigned nightly and must be completed. Homework is a valuable tool that reinforces what your child has learned in class. Children who miss homework must make it up during lunch or recess. If homework is not handed in on a regular basis, children will continue to make it up during recess until it is complete. Missing homework will also cause their grades to go down. Homework is treated as a test grade. It is essential for me to see completed homework assignments in order to make sure students understand the work. Please alert me immediately if homework is a problem for your child. This will allow me to give your child additional review in the subject area.

## Absent Notes



Please send in an absent note with your child when they return to school. It is required by law, and will be recorded as an illegal absence if a note is not sent to school.





Students need to pick a Homework Buddy and get that person's phone number. If at all possible send a neighbor or sibling to pick up your child's work. The child should check with the Homework Buddy for directions on the assignments.

## Bus Procedures







For safety reasons your child must have a note if they're going home on a different bus. The friend they are going home with must also have a note. If your child is attending the After Care program, you must call the office and send in a note if there are any changes. In the event of an early dismissal please make sure your child knows where to go and what to do.



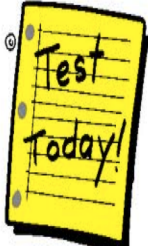

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<p><b>Birthdays</b></p>  <p>© wondercliparts.com</p>	<p>We have 23 children in our class. Please feel free to send in a snack for the class on or near your child's birthday. Summer birthdays can celebrate any day of the year. You can drop off the birthday treats at the office or send them in with your child.</p>																				
<p><b>Birthday Invitations</b></p> 	<p>To avoid hurt feelings, birthday invitations may only be handed out in school if all the children are invited. If you plan on inviting a few children, please mail the invitation.</p>																				
<p><b>School Supplies</b></p> 	<p>Please label all your child's belongings. Please try to have all supplies in by Monday, September 9<sup>th</sup>.</p> <table border="0"> <tr> <td>6 sturdy pocket folders</td> <td>2 blue/black pens</td> </tr> <tr> <td>scissors</td> <td>4 packs of #2 pencils</td> </tr> <tr> <td>6 glue sticks</td> <td>2 - 1 inch binders</td> </tr> <tr> <td>crayons</td> <td>2 packs – loose leaf paper</td> </tr> <tr> <td>ruler inches &amp; cm (no bendable rulers)</td> <td>1 box of tissues</td> </tr> <tr> <td>supply box</td> <td>1 large eraser</td> </tr> <tr> <td>1 box -8 colored markers</td> <td>3 packs of small index cards</td> </tr> <tr> <td>index card box</td> <td>2 highlighters</td> </tr> <tr> <td>6 packs of post-it notes</td> <td>1 pack of colored pencils</td> </tr> <tr> <td></td> <td>5 marble notebooks</td> </tr> </table>	6 sturdy pocket folders	2 blue/black pens	scissors	4 packs of #2 pencils	6 glue sticks	2 - 1 inch binders	crayons	2 packs – loose leaf paper	ruler inches & cm (no bendable rulers)	1 box of tissues	supply box	1 large eraser	1 box -8 colored markers	3 packs of small index cards	index card box	2 highlighters	6 packs of post-it notes	1 pack of colored pencils		5 marble notebooks
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<p><b>Snack Time</b></p> 	<p>Please send in a healthy snack each day for your child. We do have a water fountain in our room, however you may send in a small water bottle for your child if you wish.</p>																				

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<p><b>Sneakers</b></p> 	<p>On physical education days, children need sneakers and clothing they can participate in comfortably. Please do not wear jewelry.</p>
<p><b>Art Days</b></p> 	<p>On Art days, please have your child wear clothing they won't be concerned about soiling.</p>
<p><b>Recess</b></p> 	<p>We try to go out for recess everyday, weather permitting. Please make sure they dress accordingly. (hat, gloves, jacket, etc.)</p>
<p><b>Library</b></p> 	<p>Library books are very easy to misplace. If your child does not return his/her book, they cannot take out another book. They are often very disappointed. Please remind them when they take their book home to read, to put it right back in their backpack.</p>
<p><b>Lunch Money</b></p>	<p>All money should be in a labeled envelope or purse. Please memorize your pin number.</p>

# Important Information Page 4

<p><b>Projects and Reports</b></p> 	<p>There will be several projects and reports due this year. If projects or reports are not completed on time, points will be deducted for each day the project is late. The child will be asked to work on the project during their free time if it is two or more days late.</p>
<p><b>Extra Help</b></p> 	<p>If your child is having difficulty with an assignment or topic please let me know. I am always happy to arrange a before school extra help session. In the academic area of math, the fourth grade teachers will arrange math extra help sessions for the entire fourth grade before a math test.</p>
<p><b>Grades</b></p> 	<p>Tests will count twice when figuring out report card grades and quizzes will count once. Classwork will be averaged together for a quiz grade. A participation and preparation grade will be averaged in to each subject area. Projects will count as test grades. Any work that comes home without a grade will most likely be work that we have completed together as a class. Notebooks will also get a grade for neatness and organization.</p>
	<p>Your child will have the opportunity to play a musical instrument this year. This is a wonderful time for them! Once lessons begin, your child will be required to find out what classwork they missed during this time and are responsible for completing the missed assignments. Lessons are scheduled on a rotating basis. They may request the work they will miss ahead of time.</p>

# Important Information Page 5

<p><b>Behavior</b></p> <p><i>In Our Classroom...</i> <b>We are kind.</b> <b>WE ARE HONEST.</b> <i>We give compliments.</i> <i>We laugh a lot.</i> <b>we make mistakes.</b> <b>we have big dreams.</b> <i>We are peaceful.</i> <b>We work hard.</b> <i>We are family.</i></p>	<p>The children and I will come up with our own class rules and consequences on the first day of school. They will be aware of my expectations. They will also be aware of the consequences for inappropriate behavior, which will include: loss of recess, writing a letter explaining their inappropriate behavior, phone calls home, behavior charts, and in extreme cases a visit to the principal.</p>
<p><b>Contact Information</b></p>	<p>School - 631-696-8650 Email - <a href="mailto:eviscardi@sachem.edu">eviscardi@sachem.edu</a></p>

**Please sign and return the bottom of this letter**

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\_\_\_\_\_ & \_\_\_\_\_  
**Parent/Guardian Signature**                      **Student Signature**

**have read the policies for Mrs. Viscardi's class.**

**Comments:** \_\_\_\_\_  
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