

Dear Parents,

It is my pleasure to welcome your child to the fifth grade. **It is important that we work closely together to help him/her have a successful year.** This letter contains information about procedures and policies we follow in our classroom. I hope to meet with you at our Back to School Night to explain our curriculum.

Attendance: Our day begins at 8:00 and ends at 3:00, it is important that students be in school all day, every day unless they are sick. Much of our curriculum is interactive and/or hands-on.

Lessons that are missed cannot easily be made-up. If your child is absent you must send a note when your child returns to school stating the reason for the absence.

Assignment Book: Each fifth grader has an assignment book. The students are required to copy down their homework into their notebook each morning. I then check it to make sure the assignments are copied correctly. I stamp or initial the day so you will know I have looked at it. Parents please sign or initial your child's homework notebook each day. The notebook must be returned to school the next day.

Red Folder: The red folder will come home each day containing homework and graded work for you to keep and any notes from either me or the office. If your child is missing any assignments there will be a form enclosed detailing the missed assignment.

Homework/Classwork: I believe that homework is necessary for practicing skills that are being learned or for enriching the classroom experience. In some cases, the homework your child brings home is work not completed during class time. I try to give ample time in class for the completion of most assignments, but some students work more slowly than others and must finish the assignment at home. The student will spend more time completing their homework than usual because they did not finish their class work in school. Homework is graded and must be turned in the next day. I also believe that the weekends are for God and family. I try not to assign homework over the weekend, but occasionally there will be weekend assignments.

Classroom Rules: It is very important to reinforce school rules at home. Please check your child's behavior form every Friday. Please sign the form and return it with your child to school on Monday.

If you have any questions or need to reach me for any reason do not hesitate to e-mail me at spillerss@ollmelbourne.org.

We are going to have a wonderful year learning together.

Peace,
Mrs. Susan Spillers