

ABC' s of Second Grade

Dear Parent(s),

Welcome to our Second Grade classrooms. We are very excited about this school year and the opportunity to be a part of your child's education! Listed below are the general procedures and routines. Please save this document for future reference. If you ever have any questions, please feel free to contact us via Class Dojo, Teams, or Email.

A

Absences: It is EXTREMELY important for your student to be at school. Limit all absences/tardies/early checkouts to emergencies only. Please send a note explaining your child's absence on the day he/she returns to school. Include your child's FULL name on the note along with the reason and the date absent. Students with excessive absences/tardies/early checkouts may be subject to retention.

Attendance is mandatory for **ALL** days of the week including your Cohort's virtual learning days. Your teacher will notify you when they will be online live and when they will post videos. If your child can not be there for the live feed, they **MUST** go on and watch the recording of it that day, as your attendance will be tracked.

B

Backpacks: Please check your child's backpack daily for their daily binder/folder containing newsletters, important information, and homework. Backpacks should be labeled (preferably inside) with your child's name, home address, and teacher name. Please keep their bags clean and free of distractions. (ex. Toys, candy, trash, CRUMBS, etc.)

Backpack will have tags from the school on them, please be sure to NOT remove these tags that have been placed for school purposes.

Breakfast: They will be serving breakfast this year on a kiosk to help with the spread of COVID. If your child needs breakfast they are to stop there on their way to class and bring it to the classroom. They will eat breakfast in their classroom.

Changes: Please notify us of any changes throughout the school year pertaining to address, phone number, bus, after school transportation, baby sitters, etc. During this time **bus changes** are **NOT** allowed. This includes going home with someone different. They must ride the bus that they are assigned to in order to comply with COVID regulations and sanitation.

C

Check Out / Go Home: All early check outs must be BEFORE 3:00 pm. There will be no more check outs after 3:00pm. This also includes Transportation Changes. All Changes must be made before 3:00 pm. All letters will be sent to office so they are notified of the changes. All emails **MUST** be received and **RESPONDED** that it was received and noticed by 3:00 pm. No **CHANGES** over the phone. All changes must also go through Scott Wilde (Receptionist).

Communication is very important. Feel free to contact us if you have any questions via Class Dojo, Teams, or Email.

Computers: This year each child will be issued a laptop. This laptop needs to come to school CHARGED each day. They should also pack their charger, just in case it needs to be charged. The technology fee will be \$25.

Conferences: We will have two required conferences before the first and third report card goes home. Any other conferences this year will be sent home and confirmed by you before. Remember we are only one teacher meeting with many different parents and students and your times should be flexible with our hours. All conferences will be done either via a phone conference or virtually until further notice.

Discipline: A copy of our grade level classroom management will come from your teachers in order to have a successful school year. It is imperative that you help us reinforce good behavior at school. Please initial your student's planner **nightly**. We will call/email you if a folder is not signed three nights in a row with Yellow and Red colors to make sure the student is bringing it home and showing you.

Donations: There will be a "classroom needs" section on our monthly newsletter that will list supplies needed for the upcoming weeks. Donations are always GREATLY appreciated and allows our classes to do many fun and inspiring projects that they will never forget!

Email: We do most of our school communication via email. Please be sure to give us the email address that you check most often. (LEGIBLE) Due to limited assistance, we cannot take phone calls during school hours, a message can be taken and placed in our boxes, but it may not be responded to until after school. Independent classes may use Class Dojo and Teams as well.

Fees: School fees are \$36. (Technology fee-\$25, Leadership fee-\$5, Instructional supply fee-\$5, and Art fee-\$1). This year Onslow County will have the option of paying all fees online. You must register for this. A link is available on our school website. This is separate from the lunch account. It is highly encouraged to use this method. If you do send in money with your child, please put the money in an envelope and write on there the child's name, teacher name, amount and what it is for.

Field Trips: At this time we will not be having field trips due to COVID-19.

G

Grades: We will be taking grades for both face to face and virtual assignments.

Your child will have a weekly spelling test and their grade will be on the top. There will also be math assessments at the end of each topic. Lastly, grades will go home through interim reports and report cards. This year you will see letter/percentage grades on their papers. We want you and your child to get use to third grade grading policies. Just remember we are in 2nd grade, so on their report card they will still receive "O, A, B, S, and N" for their grades.

H

Homework: Homework will be assigned with both paper and computer assignments. Homework will be explained more specifically from each teacher in their teacher letter.

I

Illnesses: Please follow the OCS and the school policies for illnesses and COVID-19 information. Doctor Notes may be required of you, as needed.

J

Journals: We will have a "journal" for each subject. They will work in them for Math, Writing, Science/SS, and Reading daily.

K

Kindness: It is a mandatory skill for students. We will be enforcing manners and being polite with elders and others.

L

Late arrivals or early dismissals: If your child arrives after 8:30, you must sign them in at the office and receive a pass. Do NOT send your child in by themselves. If you check your child out early, you must sign them out in the office and they will call the classroom and we will send your child to the office. Please have IDs or Drivers License available, you may be asked to provide a visual of them for reassurance.

Lunch: You can pay online or by putting a days/weeks/months worth of money in a labeled sealed envelope inside the Zipper Pouch.

M

Medications: If your child must take prescription medication at school, you must fill out 'The Administration of Medication Form' and bring and pick-up the medicine. Chap Stick and Cough drops are not allowed without a doctor's note.

Moment of Silence: We observe a moment of silence each morning.

Money: If you do send in money with your child, please put the money in an envelope and write on there the child's name, teacher name, amount and what it is for.

N

It is so **NICE** to have supportive parents, **THANK YOU** for all you do!

Newsletters: The school will be posting a weekly newsletter with important school information. Please make sure you read these. They will be located on our school website and Facebook page. Grade Level Newsletters will be sent weekly through Dojo, Email, or Teams.

O

Outside Recess: We will be going outside at recess every day, weather permitting. It will look quite different this year. Students will only be having recess with their class and it will be structured. Students will be required to wear face masks until further notice.

P

Physical Education: Make sure your student wears tennis shoes on this day or they can not participate. Flip flops and sandals are not accepted.

Pledge: The Pledge of Allegiance is included in our morning announcements every morning.

Q

A good **QUALITY** education is very important.

R

Reading: This is a major focus in our classroom. Skills must be reinforced at home in order for your child to be on grade level by the end of the year. Each child needs to read nightly (including virtual learning days) and this needs to be recorded in their planner every day. We will check this at the beginning of every face to face class.

S

Snack: We will have a working snack. Please send in a snack that can be eaten **quickly, without** utensils, and **DRY**. No puddings, yogurts, fruit cups, etc. your child also needs to be able to open the snack independently. We will be having 2 snack times, so you may send in 2 snacks. Donations of snacks that are individually wrapped and store bought for those that cannot bring in snacks would be most appreciated. You may send in a **CLEAR** labeled water bottle with your child each day filled with water. We are not permitted to use water fountains at this time due to **COVID**. Also, **NO** juices/ sodas/ lemonades, etc. are permitted in the bottles. These will be sitting on their desks, so we **HOPE** to have water bottles with spouts or attached straws instead of twist tops for least amount of spillage on their work spaces.

T

Tardies: Students are marked tardy if they arrive in the class after 8:30 am. We start instruction time as soon as the bell rings. Being tardy eliminates the students ability to go to breakfast, bathroom, and handle other needs before instruction starts. Please make every effort to have your student here before 8:30am.

Toys: Toys, trading cards, or electronics (not including their school laptop) should NOT be brought into the classroom. Unless permitted by me for special occasions. They will be put aside for you to come pick up at your convenience.

U

What an honor to live in the **USA!**

V

Visitors: At this time visitors are not permitted on campus due to COVID-19.

Volunteers: Volunteers are not permitted at this time due to COVID-19, but we always need help with Parent Lighthouse Team!

W

Website: Check the SDE website and our Facebook page for important announcements. Also Check our Class Dojo and Teams page for important information, homework documents, photos, classroom needs, etc.

X

Second grade students are eXtra special, and we can't wait to teach them this year!

y

You: You are your child's first and most important teacher. **You** are the most important person in your child's life and we would like to say thank you for sharing this special time with us. It is our desire that all the children will want to be here and share the wonderful discoveries we will make this year.

Z

Now let's **ZOOM** through Second Grade!!

Thank you in advance for your support. This is a crazy and unique year and with your help we will make it through! We look forward to the school year and hope to make it a wonderful experience for you and your child.