



Fifth Grade Handbook  
2019 - 2020

Please sign and return this page to your child's teacher.

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I have read the contents of the Fifth Grade Student Handbook. I understand the policies and expectations of the fifth grade team as well as the consequences for not following the guidelines and expectations set before me.

Child's Name \_\_\_\_\_

Parent's Signature \_\_\_\_\_

Date \_\_\_\_\_

# 5th Grade Handbook



Fifth grade is an exciting year full of many new experiences for your child. We have set expectations for students to follow to help them have a successful year. Please review the handbook with your child.

**General Information:** Please see the Story Handbook online for any information not included here.

## **Attendance/School Hours:**

- School begins promptly at 7:45 a.m.
  - *Students have the responsibility of being in class on time.*
- Call the Story Absentee line to notify the office of an absence.
- Excused absences require a signed, handwritten note within 3 days of the absence.
- Make-up work will be sent home or completed in class, depending on the nature of the assignments. Students have 1 school day for each day absent to return make-up work to their teacher.
- School ends at 2:55 p.m. and it is important to pick up students on time. Late pickups (after 3:10) will be reported to the office and parents will need to enter the building to sign a student out.
- Notes with a guardian's signature is required within 3 days after a student returns from being absent.

## **Communication: Newsletter/Website Information**

- The monthly 5th Grade Newsletter will be emailed the last Thursday of each month through Skyward.
- Hard copies of district and campus information will primarily be sent through Skyward.
- Take home folders replaces last year's agenda. Please check the conduct sheet nightly.



## **Computers/Technology**

- Appropriate use of the Internet and computers is expected at all times. Inappropriate usage will result in loss of technology privileges at school, and could affect a student's grade for online assignments.

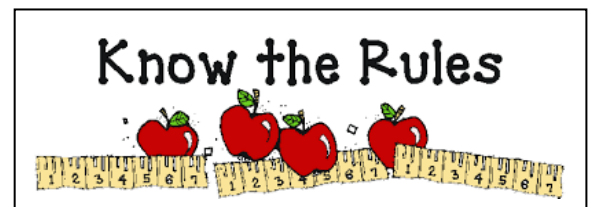
## Dismissal:

- If there is a change with the way your child will go home, please send a note or contact your child's teacher by email no later than the morning of the change. Your teacher will acknowledge receipt of your email so that you know contact has been made. If your teacher has not acknowledged your email by 11:00, please contact the office. If you're unable to contact the teacher that morning, please contact the office and they will ensure the teacher receives notification of the change.
- If your child goes home with another child, please send a written note giving your child permission to do so.
- If they are riding an AISD bus, the bus driver will also need a note.
- If at all possible, please have these arrangements in place before the school day begins since the front office tends to get extremely busy at the end of day. If your child rides a day care bus and there is a change in plans, please notify the day care as well as our school.

**Expectations/Discipline/Reward System:** In our classrooms we will use Falcon Bucks to reinforce and recognize good citizenship, work and/or study habits, and academic effort. Periodically, there will be opportunities for the students to "buy" special privileges with their classroom money. This helps students practice economic skills for saving, spending, and making choices.

### Student expectations:

1. *Follow all directions right away*
2. *Actively listen while others are speaking*
3. *Keep hands, feet, and objects to yourself.*
4. *Stay on target during work times.*
5. *Be prepared with all materials everyday.*
6. *Show kindness through encouraging words, positive body language and a friendly tone of voice.*



- Teachers will give reminders before giving a conduct mark, except in the event that the student is disrespectful, defiant, or is causing (or threatening to cause) harm to another person.
- **Students are expected to have their Take Home Folders with their conduct record at school every day.** For every 3 warnings when students do not have their supplies ready or they do not have their work or homework ready in class, they will earn a conduct mark.
- **Please refer to your child's conduct sheet to reference how citizenship grades are determined.**
- Students may receive a conduct note from the cafeteria or specials teacher about behavior. This note will be attached to your child's Take Home Folder and must be signed.
- Parents, please note that all extra curricular activities are a privilege and can be taken away if there are behavior concerns. This includes parts of or whole events. These activities include, but are not limited to Field day, assemblies, field trips, talent show, yearbook signing, and kickball tournaments.
- If parents have already paid for a field trip and a student is not allowed to attend as a result of conduct, no refunds are provided.
- If a student needs to stay behind from a field trip due to behavior issues, there are no refunds if the field trips has already been paid.

## Grading Policy:

- Graded papers are sent home in the Take Home folder.
- Parents and students have constant access to students' grades through Skyward/Family Access.
- Hard copies of progress reports and report cards will **NOT** be sent home with your student. These can be accessed online in Skyward at anytime during the school year.
- "On-time" daily assignments, in which students have made a grade below 70, are returned to the student as a redo for corrections. When work is corrected, a grade of 70 is the highest grade attainable, and this grade replaces the previous grade in the grade book.
- The responsibility for correcting work and returning it to the teacher lies with the student. Corrected papers should be returned by the Friday of the week it was received, or the date listed on the assignment. Corrections received after the corrected due date will not be accepted.
- **"Wrong" answers are not to be erased on the "redo" paper. The problem/question should be solved/answered on another sheet of paper. Students can also make corrections on the paper without erasing.**

## Late/Incomplete Assignments:

If a student does not complete an assignment by the due date, it will be considered late. If an assignment is late, 10 points will be deducted for each day it is late, up to three school days. After three days, the assignment will be a zero. If students earn below a 70 on a late assignment, they are not eligible to redo the assignment to earn up to 70. All redos need to be completed by Friday of each week.

The following criteria will be implemented to maintain consistency throughout all classes and grade levels.

- Students **MUST** complete assignments.
- Teachers will work with the student to encourage them to complete their assignments by the due dates. Incomplete work may need to be done after school during homework club. Graded work is not sent home. The student will receive a grade on the completed part of the work, minus late paper deductions or a zero. Please note that this will be a final assignment grade and will not be eligible for further corrections.
- Non-graded incomplete work may possibly be sent home in order for your child to stay on track with a project and/or to reinforce concepts being taught in class.

## Personal Items:

- Personal items such as toys, stuffed animals, jewelry, trinkets (spinners), and extra money need to be left at home. If such items are brought to school, they may be confiscated by the teacher.
- Students may bring items such as balls, jump ropes, etc. for outdoor recess; however, the student assumes all responsibility for any items brought from home.

Toys stay at home



### Phone Use:

- **Students' cell phones must be turned off during the school day and kept in their backpacks unless otherwise instructed by a teacher.**
- If the student is caught with their cell phone during the school day, they will be given a warning the first time. On the second offense, the teacher will take up the phone and the student may collect it at the end of the day. On the third violation, the phone will be turned into the office and you, the parent, will need to pick it up from the office.



**Recess:** We will go out for recess if the temperature is between 32 degrees Fahrenheit and 95 degrees Fahrenheit. Please make sure your child has appropriate shoes, clothing (i.e. coats when applicable), and water to go outside.

**Snacks:** Students are encouraged to bring a spill-proof water bottle and **one** healthy snack each day. Please **do not** send peanut products, snacks that are liable to spill, candy, messy snacks, or snacks that need to be eaten with a spoon.

### Volunteers and Guests:

- For the safety of our children, all adults visiting the classroom at anytime throughout the year (including class parties), must fill out and submit a Criminal History Background Check on the AISD website. Please complete as soon as possible, as it usually takes 2 weeks for approval to be made.

We realize this is a lot of information! Communication is very important to the success of your student. If you have any questions or concerns, please contact your child's teacher. Thank you in advance for your support this year, and we look forward to working with you toward the success of all the children in our class!

Sincerely,

Your Fifth Grade Team:

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