

CLASSROOM PROCEDURES: Mrs. Scott – 4th Grade

SUBJECTS TAUGHT: ELA, Math, Religion, Science, & Social Studies

HOMEWORK POLICY: All homework assignments will be written on the board daily for students to copy into their homework tablet. Homework will be given on school nights and occasionally on weekends. Homework may be collected and graded without the prior knowledge of the student. Therefore, all work should be completed with thought and care. Students are expected to complete all assignments nightly, with the exception of illness.

Each student will begin every quarter with a homework grade of 100%. Homework not completed will result in 5 points deducted from this grade. Parents will be notified of missed homework assignments. Three missed homework assignments will result in a demerit. An accumulation of three demerits will result in a detention. Homework grades will be averaged into the student's quarterly grade.

PARENTS ARE ASKED TO PLEASE CHECK AND SIGN THE HOMEWORK TABLET NIGHTLY.

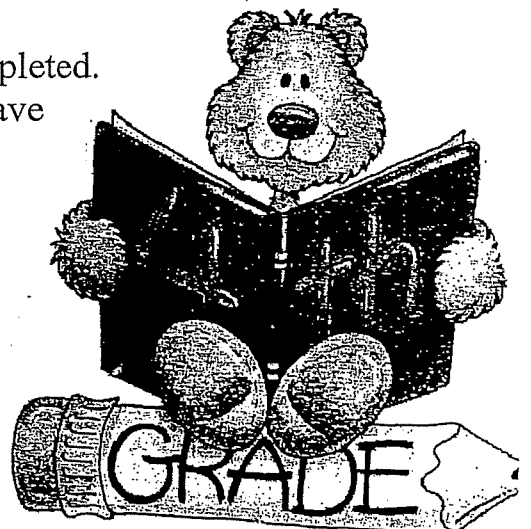
ABSENCES: If a child is absent, please call the office and report the absence. Please inform the office if you will be picking up your child's work or if you would like it sent home with a sibling. Work will be available after 2:30.

In addition, whenever a student is absent due to illness, he/she is required to make up all classroom and homework assignments. Depending on the time missed, students will have that many days to make up the work. Example: If a student is absent for two days, the work missed will be expected to be completed within two days.

TESTING PROCEDURE: Advance notice will be given for tests. Reviews will be done in school prior to test day. Students should study notes, review sheets, worksheets, and textbook. An absent child is expected to take the missed test upon returning to school unless other arrangements have been made.

Improper formation of letters on a Spelling test will affect the student's grade. Bookwork, homework, tests, notebooks, and workbooks determine Handwriting grade. Cursive handwriting is expected at all times unless otherwise instructed.

QUIZZES: Quizzes may be announced or unannounced. Students may be given a quiz after small sections have been completed. For example, in Math, a quiz may be given after 3 or 4 lessons have been taught to check for student understanding.



TESTS/QUIZZES WILL BE SENT HOME ON MONDAY FOR PARENT SIGNATURE.

GRADING: Tests, quizzes, classwork, and homework assignments will determine grades. Grades will be weighed as follows:

- Tests – 60%
- Quizzes – 20%
- Homework – 10%
- Classwork – 10%

Parents will be informed of poor test scores, incomplete homework assignments, or behavioral difficulties causing problems in the classroom through the interim reports.

INTERIM PROGRESS REPORTS: Progress reports will be mailed mid-quarter to inform you of any particular problems or concerns. If at any time you have a concern, feel free to contact me at the school (489-2010).

SPECIAL ASSIGNMENTS: During the school year, students may be assigned projects to complete outside of the classroom. Students are encouraged to complete each project with thought and care. Instructions and due date will be given at the time the project is assigned.

SPECIAL CLASSES:

- Monday – Music – Mrs. DeMark
- Tuesday – Computers – Miss Boylan
- Wednesday – Gym – Miss Snell
- Thursday – Art – Mrs. DeMark
- Friday – Study Skills – Mrs. Andres



Due to the Fourth Grade Math Curriculum, students are expected to know the multiplication tables. If you find that your child does not have the multiplication tables memorized it is **highly recommended** that they be reviewed nightly.

BIRTHDAYS: Birthdays are a special time in a child's life. Students are welcome to bring in a class treat to celebrate his/her special day. I ask parents to be mindful of students with food allergies. Please review the food allergy information sent home in summer mailing.

Invitations for after school parties may be sent through school only if the entire class (or every boy or every girl) is invited. Any invitations excluding a child may **not** be passed out at school.

PROCEDURE FOR SENDING MONEY: There are many circumstances that require money to be sent to school with your child. The money will be collected when the students come into homeroom and empty their transportation folder. However, I may not have the opportunity to

record it at that time. To assure proper credit is given, ALL MONEY SENT TO SCHOOL MUST BE SENT IN AN ENVELOPE OR BAGGIE LABELED WITH YOUR CHILD'S NAME, REASON FOR THE MONEY (SUCH AS LUNCH, DRESS DOWN, SCHOLASTIC BOOK, ETC.) AND AMOUNT ENCLOSED. TO ASSURE PROPER CREDIT BE GIVEN, NO LOOSE MONEY WILL BE ACCEPTED.

School changes quite dramatically for students in the fourth grade. No longer will they concentrate on learning basic reading skills, but they will apply these skills in content subject areas. In mathematics, students will consolidate their skills before beginning to learn concepts that are more sophisticated. Study skills will become very important, as students will now be asked to write short reports, handle long-term assignments and to use the internet as a resource. At this level, students may encounter difficulty if they have weak study skills and deficiencies in basic skills, which may hamper progress.

Thank you for your understanding and cooperation concerning these important procedures. If any concerns arise during the school year; please feel free to contact me at the school so we can address the concerns together (489-2010). I look forward to working with you and your child to make 4th Grade a wonderful learning experience.

Sincerely,
Mrs. Scott



La Salle Academy

Homework Policy



Homework is assigned to develop independent work/study habits, to strengthen skill development, and to provide reinforcement of skill areas. Students are reminded that doing written homework is not sufficient. Students should also read and study assigned materials in preparation for daily class work. This may include, but is not limited to, long-range projects, individual projects and group projects.

A suggested time schedule is:

Grade 1	15-30 minutes	Additional 15 minutes required oral reading
Grades 2 & 3	30-45 minutes	Additional 15-30 minutes of study time nightly
Grades 4 & 5	45-60 minutes	Additional 15-30 minutes of study time nightly
Grades 6-8	60-90 minutes	Additional 15-30 minutes of study time nightly

Parents/guardians are expected to support this activity by providing an atmosphere and time for completion of the assigned work. Homework notebook will be provided for students in grades 1-8. Parents/guardians must check and sign homework notebook as required by teacher.

If an educational trip is planned or student is absent for an extended period of time due to illness, please give your child's teacher(s) adequate time to prepare homework assignments. The work will be compiled while the student is away, and he/she will catch up on returning to school. For daily absence, work must be requested by 9:00 a.m. for pickup at 2:30 p.m. (or pick-up at 11:30 a.m. on days with a scheduled early dismissal). It is expected that all make-up homework will be completed and returned no later than FIVE school days after the student has returned to school.