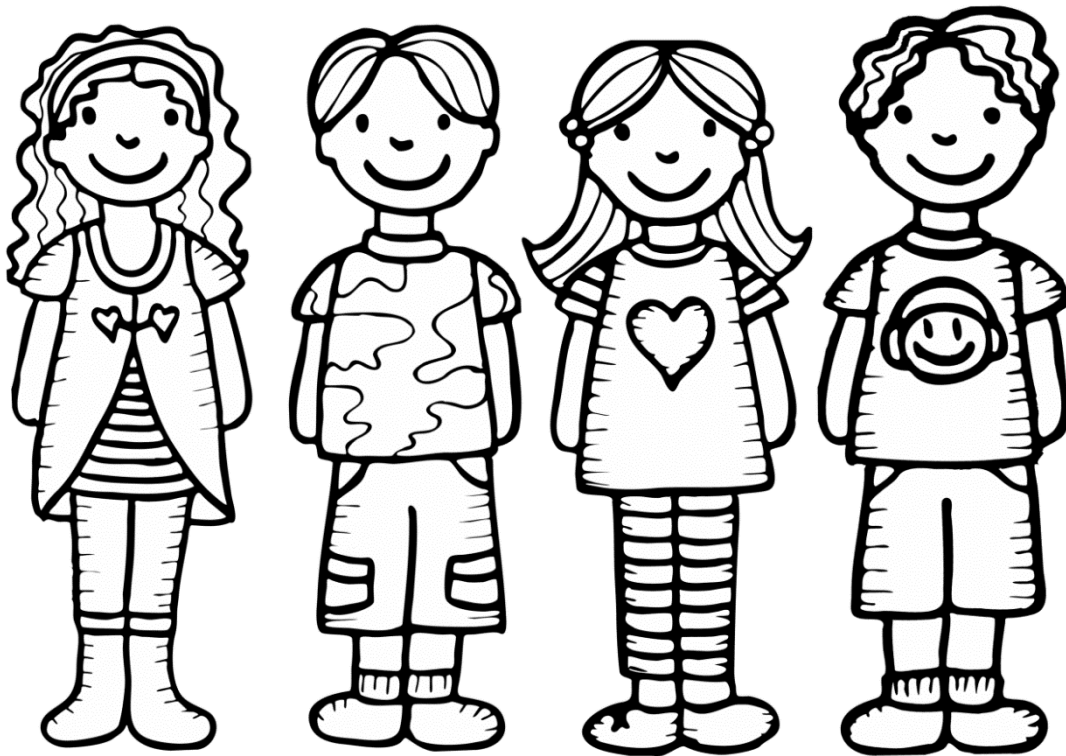


Mrs. Waterman's Classroom Handbook



Classroom Management

Dear Families,

Over the first several weeks of school, we will be creating and practicing our classroom rules. These are rules that we agree will help everyone in our class make his/her best hope or dream for the year come true and create an environment where everyone feels welcome and can do their best work.

We recognize that no one can be expected to follow the rules 100% of the time. When children make mistakes in following the rules, I'll help them solve the problems caused by their mistakes through the use of "logical consequences." Logical consequences are not punishments. They are always to help children see the effects of their actions, repair the situation, and learn to do better next time.

There are three basic kinds of logical consequences:

Take a break- If a child is losing self-control, s/he goes to a designated spot in the room to cool off. The break is short. The child comes back as soon as s/he has regained control.

Loss of privilege- If a child misuses a material or acts out during an activity, s/he will be told to stop using the material or doing the activity for a short period of time. The privilege will be restored when the child and teacher have talked about how to prevent a similar problem in the future.

"You break it, you fix it"- If a child damages something or hurts another's feelings, s/he will try to fix the damage. In the case of hurting another's feelings, the child might offer an apology of action- writing a card, helping with an activity, making an illustration, or taking some other action beyond verbally

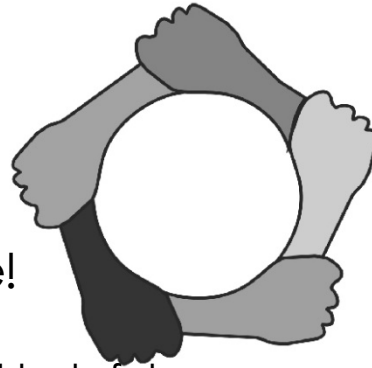
My goal is to help students feel they are an important part of creating a classroom where everybody can learn and feel safe. Learning to live by the rules we have created and practiced is an important step in learning to value others over ourselves. Being understanding of other's mistakes helps us practice extending God's love and mercy to the people we interact with. Please let me know if you have any questions.

Thank you for your support.

Mrs. Dana Waterman

Friendships & Cooperation

In this classroom, we are a family and we take care of each other.



Make Our Classroom Awesome!

- ✓ Look for ways to be kind and helpful.
- ✓ Think before you speak. If it is not kind or helpful, please keep thinking!
- ✓ Make everyone feel welcome.
- ✓ In our classroom, we never say "You aren't my friend."
- ✓ If you have a problem with someone, speak to that person about it.
- ✓ Be ready to work and learn with everyone in our class.

How To Make An Apology

1. Apologize: "I am sorry"
2. Take Responsibility: "that I _____..."
3. How will you resolve this?: "In the future I will ..."
4. Ask for forgiveness: "Will you forgive me?..."

Rules & Logical Consequences



Here are a few examples of how logical consequences might work in our classroom.

Problem	Consequence
Whole class does not follow the rules in the hallway.	*Go back to room and practice again. *Take the whole class on the walking path during recess to practice desired hallways behavior.(Teacher led)
A certain student is messing around in line	*They have to have a specific place in line they may have to be moved from their line order. *Go to the end of the line and try again.
misuse of classroom materials	*They have to clean it up or try to replace it (if possible). *lose the privilege of using item or resource for a specified time.
Talking to neighbor during work time after "take a break" has been used	Move away from group/partner
Wasting time in the morning (before morning meeting)	Loss of privilege to participate in all of morning meeting.
Disrespectful	Apology of Action
Using playground equipment unsafe (same with football, soccer, balls, jump ropes)	Warning, loss of privilege for X amount of time
Using Supplies incorrectly	Lose the privilege to use that supply

Red Take Home Folders

Your red folder will go home with you every day except for Friday.

- ✓ Make sure to check your folder each night for important notes or assignments. Take out any returned and corrected work.
- ✓ Take care of your folder and book bag. They should not be scribbled on, torn, folded, or cut with scissors.
- ✓ Return folder and book bag to your backpack after use so you will always have them to turn in.

*If your Red Folder or Book Bag rips or tears, let the teacher know in the morning **BEFORE** class begins.



Restroom & Water Breaks

Restroom and water breaks should never interrupt or distract from our learning.

You may use the restroom or get a drink of water as needed, as long as you are responsible for the following:

- ✓ Wait until the teacher is finished giving directions or instructions.
- ✓ Use the restroom and water fountains responsibly.
- ✓ Return quickly and quietly.
- ✓ Only go when you really need to go.

****Bring a Water Bottle!****

Students should bring a spill proof water bottle to keep at their desk. Water bottles can be refilled before school, during snack and at lunch time.

Restroom Procedure

1. Check the sign-out board to make sure no one has already left for the restroom.
2. Write your name on the sign-out board neatly.
3. When you return, draw one line through your name.



Snack

Please keep these guidelines in mind when packing a snack for your child:

- ✓ Snack will be worked into the classroom schedule at the discretion of the teacher.
- ✓ All snacks will be "working" snacks lasting no more than 10 minutes. (No messy or hard to open items please!)
- ✓ Whole grain crackers or fruits and vegetables cut into bite size pieces are preferred. Other types of snack items should not contain any added sugars or sweeteners. Items such as, fruit chews, gummies, roll-ups, yogurt, granola bars, and juice should be reserved for lunch time.
- ✓ Failure to follow classroom snack time procedures may result in a suspension of the privilege.
- ✓ Please talk with your child about the importance of the "No Sharing Food" policy for the safety of students who might have allergies.



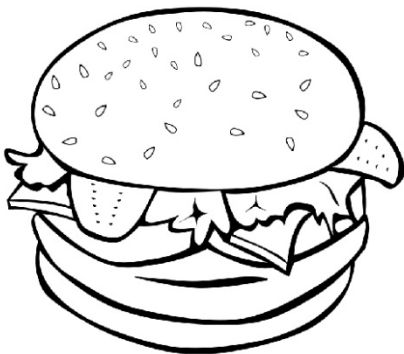
Remember snack
should not be a
substitute for a hearty
and healthy breakfast
or lunch!

Lunch

Lunch is eaten in our classroom and is your time to relax, eat, and talk with friends. In order for you and others to enjoy lunch, you are responsible for using good table manners and making good choices.

Please remember:

- ✓ Stay in your assigned spot.
- ✓ Talk quietly with people sitting near you.
- ✓ Keep your food on your table/desk and your area clean.
- ✓ Chew with your mouth closed and use your best table manners.
- ✓ Do not share food. For the safety of those who might have allergies, the swapping of lunches or food is not permitted.
- ✓ Use only kind words.
- ✓ Keep your hands and feet to yourself.



A microwave is available for quick reheats only. Please pre-cook any items that require longer than one minute to be ready.

Recess

Recess is your time to relax, play, and talk with friends. In order for you and others to enjoy recess, you are responsible for playing safely and making good choices.

Please remember:

- ✓ Play safely. School recess is not the time for rough games or dangerous play.
- ✓ Stay where the teacher can see you.
- ✓ Alert the teacher immediately if someone is hurt or needs help.
- ✓ Use only kind words and friendly behaviors.
- ✓ Play fairly and follow game rules.



Remember that you are at school. Be thoughtful of your words and actions.

Lessons & Work Time

We are here to learn.
Choose behaviors that will help
you learn.

- ✓ Keep your attention focused on the lesson or work.
- ✓ Be considerate of other learners by controlling your voice level and giving others space.
- ✓ When getting supplies or going to the restroom, move through the room quietly without disturbing other learners.
- ✓ If you have a problem, solve it quickly and quietly. If you need the teacher's help, let her know and then wait patiently.



A Peek at Our Day!

These activities are not listed in the order in which they occur during our day!

Activity	We are Learning
Morning work, attendance, parent notes and lunch orders	Students will be getting themselves ready to start the day and begin working on a language activity.
Morning Meeting	Students is a time for us all to start out our day on a positive note, We say the pledge, sing songs, greet each other in a variety of fun ways, worship and pray together.
Reader's Workshop	The teacher will provide reading lessons that guide the students as they make meaning of the books they listen to and books they read on their own. The is a whole class activity where the teacher models strategies, we practice as a group, and student's then practice during their independent reading time.
Independent Reading	During this time students each get to go to their own special reading spot and practice the reading strategies we have been working on during our workshop time together. Students read "just right" books that they have preselected and keep in their book bins.
Handwriting	Students learn handwriting and letter formation and practice letters and words to develop a neat and legible print.
Word Study	Word study includes our spelling program, phonics lessons, sight words, and also grammar.
Writer's Workshop	The teacher will provide writing lessons that will guide the students as they make meaning in their illustrations and writing composition. Students will learn the mechanics and conventions of writing as well as develop the composition skills to write narrative, expository, and informational pieces.
Math Meeting	We learn math skills in context of our calendar. We build a foundation for concepts that will be introduced and developed in our Guided Math lessons and spiral review of key concepts.
Guided Math Groups	The teacher will provide math lessons to a small group of students. Students will then practice these particular skills with partners and again individually. New skills are introduced during this period.
Content Area Studies "Theme"	Students will learn science and social studies content during this time. NOTE: Often times the texts selected during reader's workshop will support the content being discussed during our content area studies.
Bible	Students will spend time studying the Bible together and learning spiritual principles through stories, songs, activities, and games.
Specials	Students will attend special classes on a rotating basis (P.E., Art, and Music).
Lunch & Recess	Students will eat lunch in our classroom. Morning and afternoon recess are thirty minutes. Recess is always outside unless weather conditions prohibit it.
Dismissal	Students will line up and be dismissed either to Bus Line or Car Line.