 **Eagle Room Handbook**

* **Morning Arrival:**

Please be sure your child is at school by 9:05am so they can eat breakfast and start the day with their class.  It is very important that your child is on time for school. You can drop off your child as early as**8:50** to receive breakfast and eat in the classroom.

**Mask and Covid Policy:**

All staff and students will be wearing masks throughout the school day. Your child should come in a clean mask, either disposable or reusable every day that fits their face and covers both the nose and mouth. While we have extra masks at school for emergencies, it may be helpful for your child to keep 1-2 extra masks in their backpack to ensure they are clean and for their face.

All staff and students will have a temperature check as they enter the building. To help us keep everyone safe and healthy, **please do not send your child to school if they have Covid symptoms, or if they have been exposed to a person who has tested positive.** If you have questions about this, please contact our school. For contact tracing purposes, we need to know if any student is exposed to a friend or family member with Covid. **Parents must make us aware if their child is exposed.**

**Communication Folder:**

Please check your child’s communication folder (Homework folder)your child’s communication folder should be returned each day of school as to not miss any important information that could be communicated from the school. I am also available to communicate through the **Class Dojo**and via email**: Roxanna.stanton@slps.org**

**Homework:**

Having your child complete their homework will help reinforce the skills and concepts that they are learning in the classroom. It is highly recommended that children participate in 20 minutes of reading activities per day outside of the classroom! Math homework will be sent home daily or every other day and reading skill practice will be sent home weekly. Your child may receive practice that is suited for their own progress toward the standards they need to master.

**School Lunch:**

School lunch is served daily.  A lunch menu is sent home on a monthly basis.  Please feel free to pack your child a healthy lunch on days that they do not like the school’s lunch choice. Please do not send soda or bags of chips for your child as their lunch.  Although food allergies are shared with me by the nurse, please let me know of your child’s allergy plan so that we can coordinate with the cafeteria as well.

**Daily Snack:**

Donated snacks are always appreciated from each student! If you would like to send 24 snacks at the beginning of the month to share with the class, that would be greatly appreciated. The snacks need to be low-fat, peanut and tree nut free, healthy, foods that can be eaten quickly and without much mess**. No** cakes, cookies, candy or brownies please.

**Birthday celebrations at School:**

I do not mind small celebrations of birthdays in class.  If you are going to bring cupcakes as a treat, **please bring small cupcakes or treats** to share, individual juices or water. It is helpful to let me know a week in advance that you are going to be sending or bringing a treat to school for a birthday celebration. Treats will need to be brought on the bus with your student or delivered to the office.

**Changing how your child gets home from school:**

I understand that things change and that you may have to change your child’s normal afternoon transportation at times.  If this should occur, please send me a message on Dojo in the morning or call the office by 3:00 pm to report the change, the office secretary will let me know of the change.  If I have not been informed of a change via phone call by 3:00pm, and your child decides to tell me on the way to the bus that he or she is supposed to be a car rider today, it is a school policy that I must put him or her on the bus.  This is for the safety of our students. I need to hear from a parent before 3:00pm about any changes.

**Dismissal:**

School ends at 4:07 pm. All students that are car riders need to be picked up by 4:07 pm in Parent Pick-Up Area. Pick up for 2nd grade students **cannot** be released before 3:45 (without it affecting their attendance)

**Volunteering in the classroom:**

We will not have parent volunteers in the classroom as of August 2021 due to Covid 19. If this policy changes

**Contacting me:**

Please feel free to call the office and leave me a message.  I will try my best to return your call on the same day. Email :(Roxanna.stanton@slps.org) or on Class Dojo is the best way to reach me, as I will check this a couple of times throughout the day and occasionally in the evening at home. Please keep me updated if your contact information changes. When calling the school please ask for Room 208 or Ms. Stanton.

**Room 201 Expectations:**

 The classroom learning community will create a list of expectations and procedures that all students, including myself, will be expected to follow throughout the school year. After the class has developed our list of expectations, your child will be expected to follow them every day.

**Discipline Procedures:**

Each child will be aware of expectations and consequences in the classroom. If a child chooses not to meet the expectation, I will follow the School’s behavior plan:

* 1. Redirection and/or reminder of expectations.
	2. Move from group to calming area.
	3. Propose option to visit buddy room, walk, sensory break.
	4. Contact home if behavior persists or requires follow up.
	5. For serious incidents or injury, I will call home as well as document any incident in SIS.

Let’s Soar Like Eagles and have a great safe learning school year!!