



5th GRADE POLICIES AND PROCEDURES

ARRIVAL AND DISMISSAL

- Students arriving on campus go to the cafeteria and wait until dismissed to go to their classroom. Certain tables are designated for each grade level. They do not enter the upper elementary hallway, go to their homeroom, or go to their lockers until 7:40.
- Their homeroom teacher will escort outside all students being picked up at 2:45.
- Students who ride with someone in middle school or high school must go to the media center and wait until 3:00. This will be a time for doing homework or reading.
- Students who go to extended care go immediately to the cafeteria to meet extended day personnel.
- Any elementary student not picked up on time will be sent to extended care.

TARDY

Since 5th grade is on a very strict schedule this year, it is important that the student arrive on time so they do not get behind in their class work. The tardy student also interrupts the learning process of the other students. If the student arrives after 7:55, they should report to the elementary office before coming to the classroom.

ABSENTEE

If the student is absent please call the elementary office by 9:00 AM and inform the school if you will be picking up their class assignments. Student daily assignments may be picked up after 12:00 in the elementary office. Students will be given 1 day for each day absent to complete all make-up work after returning to school. Work for prearranged absences must be turned in the day the student returns to class. (See late work policy for points deducted if late.)

BIRTHDAYS

Students may bring a treat on their birthday to share at lunch with the entire class if they wish. If you are having a party, please do not send invitations to school unless you are inviting the entire class. This policy is to prevent hurt feelings.

LUNCH

Lunch may be purchased in the cafeteria with cash or a lunch debit card purchased from Sodexo in \$10 increments. (There is no \$2 lunch for 5th graders.) Students may also bring their lunch. Please discuss with child your expectations regarding their diet. We discourage high intake of sugars and caffeine at lunch.



Weekly Folders

Each week on **Monday**, your child will be bringing home a folder with his/her graded papers from the week. This is the most important communication that will come from us because it will indicate not only your child's daily progress in their work, but the folder will also contain important news from the school. It is important to look over papers, as you will notice the types of mistakes and the neatness and quality of your child's work. We encourage you to praise your child for his/her good work and also discuss any concerns. Correcting errors together is helpful, as this is an excellent way to reinforce what is being taught in the classroom.

On the **LEFT SIDE** of the folder you will find:

1. A weekly report about their behavior and work, which must be signed and returned.
2. Any informational notes from the teacher or school.

On the **RIGHT SIDE** of the folder you will find:

1. Graded papers for the week.
2. Graded Tests for the week.

Folders need to be signed and returned on **Tuesday**. You may keep any papers with an 80 or above. Papers with scores below 80 need to be corrected and returned, signed by a parent. Feel free to write any comments or address any concerns you may have by attaching a note to the inside of the folder when you return it the next day.

GRADING SCALE

A=	93-100
B=	86-92
C=	77-85
D=	70-76
F=	below 70



ACADEMIC HONORS

Distinguished Scholar: Students with an average of 93 or above in all academic subjects

Honor Roll: Students maintaining an average of 86 or above in all academic subjects



HOMEWORK

WHY GIVE HOMEWORK?

Homework is a valuable aid in helping students make the most of their experience in school. Homework is given to reinforce what has been taught in class and prepare students for upcoming lessons. Self-discipline, responsibility, and organizational skills are developed through homework.

WHEN WILL HOMEWORK BE ASSIGNED?

Homework will be assigned on a daily basis. Little or no homework is given on Wednesday. Homework will be to practice and reinforce skills, study for tests, complete unfinished class work, assigned reading, or a subject related project. Fifth graders should spend about 50 to 60 minutes doing homework nightly.

TEST SCHEDULE

Spelling: multiple choice test on Tuesday and written test on Wednesday

Bible: weekly lesson quiz on Friday and memory work quiz on Thursday

Math: weekly test

Language: at the end of each unit

Science: at the end of each chapter or unit

Social Studies: at the end of each chapter and unit

Reading: at the end of each unit

TEACHERS WILL COORDINATE THE GIVING OF TESTS SO THAT THERE WILL NOT BE MORE THAN ONE MAJOR TEST ON A GIVEN DAY (this does not include spelling or Bible).

STUDENT RESPONSIBILITIES

Students are responsible for writing down all assignments, to complete them, and turn them in on time. Experience has taught us that the student must develop their own system for recording assignments. Some successful methods include: a student planner, stenographer notebook, post-it notes, or writing it on their hand. The key to their success is that they have a system and use it. **Teachers** are responsible for posting all assignments for each subject/class in each 5th grade classroom daily. **Parents** are responsible for holding their student accountable for recording assignments. **Students** are also responsible for seeing that incomplete work (and the books or materials needed) is taken home and the assignment completed.

WHAT HAPPENS IF HOMEWORK IS INCOMPLETE OR LATE?

If there is a legitimate reason why the student is unable to finish homework, please send a note the day it is due. (Legitimate excuses do not include ballgames or other sporting events.) Otherwise, 5 points will be deducted each day it is late. However, the student must work to complete the homework assignment during the scheduled recess time in a teacher supervised study hall/detention.