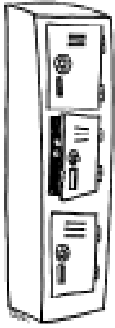


4th & 5th
Grade
Handbook

Mrs. Reid – 4th Grade Homeroom
Teacher

**Mrs. Shoemaker – 5th Grade
Homeroom Teacher**



Locker Use

Locker Use



Each student will have the use of two lockers. One locker contains shelves for storage, while the other is for hanging coats and book bags. Student desks have a limited amount of storage space; therefore students will need to use one of the lockers to store books that are not being used at the time. Students will be allowed to switch out books between classes. Lockers will be assigned by the teacher.

We encourage students to use their lockers and decorate accordingly. However, we do ask that **NO** stickers or any other permanent device be placed in the lockers. Students may hang temporary shelves, magnetic mirrors, magnetic picture frames, and other objects that are **APPROPRIATE** for the school setting. If a teacher feels the material is not appropriate it **will** be removed. Enjoy your space, but remember to be respectful.

Due to safety concerns, backpacks will stay in the lockers all day. Some wheeled backpacks will not fit. Please be aware of these rules before purchasing a large backpack. Students will have ample time to return books to their lockers and the need for backpacks in the classroom is unnecessary.

Incentive Program

Fourth and fifth grade students will have the opportunity to earn the privilege of participating quarterly reward fun days. To earn this privilege, students may not receive more than three yellow slips or three detention slips in one quarter. Students who meet these goals for

three of the four quarters will also earn the privilege to participate in an end of the year field trip.



Cypress Elementary School 4th & 5th Grade Grading Scale

90-100 A

89-80 B

79-70 C

69-60 D

0-59 F



Behavior Issues

Behavior problems will be dealt with immediately. Depending on the situation the following consequences could be applied.

- Verbal warning
- Name on board
- Detention (PE or After School)
- Conference with student, parent, and teacher



Please understand that these consequences are in no particular order and depending on the situation, the appropriate actions will occur.



Parent Contact



Throughout the year, if concerns arise about your child's education, please feel free to contact us. Cypress Elementary's phone number is 657-2525.

If you need to speak with one of us directly, please call before school understanding that class begins at 8:10. Or, you may call during lunch between 12:10-12:40. Another method of communication is through email. Email may be used for general information, however if you have concerns about your child please schedule a time to speak with one of us in person or over the phone.

Mrs. Shoemaker: kshoemaker@roe02.k12.il.us

Mrs. Reid: mrsreid4@hotmail.com

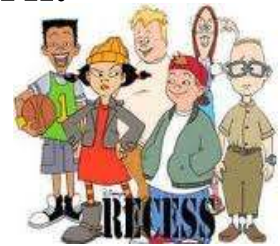


Absent Work

Absences are always hard on students. We would like to help out in every way possible in order for your child to get back on the right foot. If your child is absent from school, we will gladly collect the work being missed. It is the responsibility of the parent to call and request the materials. (Please call by noon for work to be picked up in the afternoon). All you need to do is tell the secretary you request work. The rest is our job!

When your child returns to school, if the work is not completed, recess time will be used for completion. Students will have the number of days they missed to turn in work without receiving late penalties. For example, if your child is absent two days they will have two days to make up work. *(Please help us with this yearly problem! ☺)*

**Please...Call for your child's work:
657-2525**



Recess/Study Time

LUNCH RECESS

There will not be a lot of free time during the school day, and it is very important for each student to have some time to relax; therefore, ALL students will go to this recess.

PE

There will be a thirty minute period each day for physical education. All students are expected to participate in PE, unless we are provided with a doctor's note.

STUDY TIME

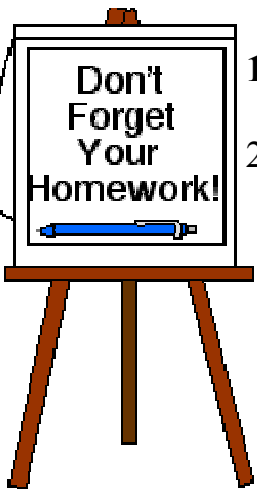
In fourth and fifth grade, it will be very important to use every opportunity to study and work on assignments. Study time is provided throughout the day.

Late work

As students progress into the upper grades, homework starts to become an issue. We understand that your child is involved in many activities outside of the school, and we think that is great! We will do everything possible to watch scheduling large assignments and tests on the same day. However, at times this may be impossible. We will do everything we can to make homework less of a hassle. We will do our part, but we need your help also.

Please, help us stress to the students that school is their “job”. As in any job, things need to be completed on time. Responsibility is a very important factor in the “growing up” process. Please, take a moment and read **with your student** the guidelines for late work.

If your child comes to school without work complete, penalties will occur. Your child will:



1. **Fill out a yellow slip that must be signed by a parent.**
2. **Receive the following points off of the grade for being late.** (*The assignment will be marked as late so you can keep track of your child's progress.*)
 - If turned in by the end of the**
 - **Due date---10 % off**
 - **Next day---30% off**
 - **3rd day---automatic zero**

It should be noted, that if your child leaves their work at “home”, then it will be redone at school. While the homework is important, the responsibility of doing it and turning it in on time is also extremely important.

Parent-Student Contract



Yes! I have read the fourth and fifth grade handbook and understand the expectations given. I agree to follow the guidelines that have been set and will contact the teacher if there are any questions that arise. I will do my best to have a successful year!

Student Signature

Parent Signature

Email address

Please print clearly!

After reading and signing the above statement, please tear this page out and return it to your teacher. 😊

Please keep this handbook; it will keep you afloat!!!