

Welcome Third Graders

Hello all Third Graders and Parents. I would like to take this moment to welcome everyone to the Third Grade. My name is Kathy Kerchief and this is my first year teaching at Saint Mary's. I moved to Clarksville last year to be with my sister while her husband was deployed (we have numerous military connections in the family) and began teaching at Hopkinsville Community College at the Ed Center on Fort Campbell. I will teach subjects in Third Grade and am looking forward to working with all of you. If you need to contact me, please do so through the school. I am in the process of setting up my school email and will get that to you as soon as possible. The following is information about our Third Grade Classroom.

CLASSROOM RULES

1. Be Respectful!
 - a. Of yourself
 - b. Of others
 - c. Of property
2. Be Prepared for class
3. Raise your hand
4. Listen while others are talking

CLASSROOM PROCEDURES

Morning:

When you come into school in the morning, you should report to the classroom. Please put away your items in your cubby, take your chair down and begin your Morning work. Morning work can consist of an activity on the board or on your desk. Also, check the board for books you will need for the morning lessons and bring them to your desk from your assigned spot on the bookcase.

Afternoon:

Students will pack up according to the teacher's instructions. All books should be returned to their spot on the bookshelf. All work needs to be turned in to the appropriate file in the back of the room and homework written in the agendas. All desks should be cleared off and chairs put on the desk. Students who have been assigned a task (such as trash pick up or cleaning off the board) will complete their tasks after packing up their items to take home.

Bathroom/ Water Breaks/Library:

Students are encouraged to bring water bottles to class. If a water break is needed, only one boy and one girl can be out of the class at the same time and students must go to the nearest water fountain. Bathroom breaks are taken as a class at least twice a day.

Students may go to the bathroom additionally, if necessary, with a hall pass. Only one boy and one girl can be out of the class at the same time. Students are encouraged to read, read, read! Students may go to the Library in groups of no more than three and only when they have completed their work.

Assignments:

Students are to turn in classwork to the appropriate folder on the back table. All work, classwork and homework, should have the student's name and date at the top of the page. All homework is checked and graded. . All assignments are expected to be turned in on time and will incur a late grade if not.

Recess/ Playground:

- No balls hit, thrown or kicked against building

- No fighting

- Remain within eye contact of supervisor

- Students are not allowed to retrieve balls over the fence; ask an adult

- STOP and FREEZE at first whistle

If there is a problem, students should attempt to handle the situation by asking for the behavior to stop or moving away from the problem behavior. An adult should be consulted if the problem continues. Always find an adult if there is an emergency.

We will have indoor recess if weather does not permit students to go outside.

Hallway/ Chapel

The hallways in the school are common areas. We must respect other classrooms and individuals by remaining quiet and keeping hands and arms to ourselves in an orderly fashion. During mass students are expected to be on their best behavior.

Grading Policy:

Grade Percentages are as follows-

- Homework 10%

- Participation 5%

- Tests 30%

- Quizzes 20%

- Classwork/ Projects 35%

Behavior Rewards/ Consequences:

Behavior Rewards consist of free homework passes or a visit to the treasure chest.

Students will have the opportunity to either gain a homework pass or visit the treasure chest for the following reasons:

- If they have completed ALL of their homework for two weeks

- If they have shown exemplary behavior

- Any other items deemed acceptable by the teacher

Behavior Discipline/ Consequences are as follows:

1st time- verbal warning

2nd time- verbal warning and 5 minutes off recess

3rd time- 10 minutes off recess

4th time- note home; No recess

5th time- detention (policy in the student handbook)

Any severe behavior issues are sent directly to the principal.

Helpers:

We do have classroom helpers. These are assigned to students and changed every two weeks so that everyone does their part to help the class run smoothly and keep our classroom clean.

Uniforms:

The uniform has changed this year. Please refer to the student handbook if you have any questions. All uniforms need to be up to date by September 8, 2009.

Snacks/ Lunch:

Students will have the opportunity to have a snack during the morning. **Students need to bring their own lunch for the first two weeks of school.**

Supplies:

The only supplies parents must provide for Third Grade includes a lunch box, backpack and book covers. Everything else your student will need for Third Grade, I will supply. A \$30 supply fee should go to Josie Burns in the form of a check.