Welcome Back to School!

 September 2017

Dear Parents/Guardians,

 It is with great pleasure I welcome you to the wonderful world of 1st grade! My name is Mrs. Melissa Marinaro and I will be your child’s teacher this year. I look forward to having your child in my class, and providing them with all they need to have a successful school year! First grade is full of exciting new things! It is yet another year of tremendous growth!

 In preparation for the new school year, please take time in reading through this packet where you will find information about the first grade procedures and important forms to be filled out.

 Communication between a parent, a student, and the student’s teacher is one of the most important tools that enable children to be successful. I invite you to call or email me if you have questions or concerns: **MMarinaro@sntschoolny.org**

Our class website URL is: **[http://mrsmarinarofirstgrade.weebly.com](http://mrsmarinarofirstgrade.weebly.com/%22%20%5Ct%20%22_blank)**

 **\*\*\*There will be an “Open House” for First Grade parents on 9/14 (More information will come). The purpose of Open House is to hear about the objectives, goals, classroom policies and specific details as to how our classroom operates. A class schedule (along with other important information) will be given out. It is very important that you attend this meeting as you will hear valuable information. THIS IS NOT A MEETING FOR INDIVIDUAL QUESTIONS REGARDING YOUR CHILD SPECIFICALLY… THIS IS A GENERAL MEETING.\*\*\***

Please fill out all the attached forms and return them immediately. I truly look forward to working with you and your child this year!

Sincerely,

Mrs. Marinaro



**1st grade dismissal:**

**Regular Days: 2:45pm**

**First Fridays: 12noon**

**Uniforms: All first graders are required to wear the school uniform every day (girls- jumper and blouse, knee high socks, boys- polo shirt and pants, GYM- sweatshirts, sweatpants, shorts and t-shirts). ALL MUST BE PURCHASED AT FLYNN AND O’HARA UNIFORMS STORE.**

**Gym: Our class goes to gym on Wednesdays . All children must wear the gym uniform and sneakers on their scheduled gym day.**

**Sickness: If your child is absent from school, I must receive an absent note or email from you on the day he/she returns to school. No absent note means an illegal absence on your child’s permanent record card. Please do not send your child to school sick or if they have thrown up in the morning before school. All children who have a fever must remain home until they are FEVER FREE FOR 24 HOURS. If your child has a sibling in the school, they can come to my room to pick up any notes/handouts/work that your child missed.**

**1st Fridays: Dismissal time for the 1st Friday of every month is 12noon due to Faculty Meetings. Always check the school calendar for any changes. If your child attends the after school program on half days, he/she must bring a lunch from home. The school lunch program is not in effect on half days.**

**School Supplies: Your child received a school supply list back in June. Please send in the supplies as soon as possible. The supply list is also posted on my classroom website at [http://mrsmarinarofirstgrade.weebly.com](http://mrsmarinarofirstgrade.weebly.com/%22%20%5Ct%20%22_blank)**

**There is also a supply fee of $15. Each child should bring their payment in an envelope labeled with your child’s full name and the word “supplies”. This is due no later than Friday, September 9th.**

**\*\*PLEASE KEEP SUPPLY MONEY SEPARATE FROM ANY OTHER SCHOOL PAYMENTS (ie- tuition, lunch supervision, etc)\*\*.**

**Green Folder: Your child will bring his/her GREEN FOLDER back and forth to school every single day (even when it is empty). Homework sheets and other notices will come home/come back to school via the green folder.**

**Green Notebook: Your child will use the green notebook as their “daily homework assignment pad”. They will copy their HW assignments in this green notebook every day. THIS NOTEBOOK WILL ONLY BE USED FOR THIS PURPOSE AND WILL BE SENT HOME EACH DAY AND MUST BE RETURNED THE FOLLOWING DAY.**

**Blue “Friday Folder”: Your child will bring his/her blue FRIDAY FOLDER home every Friday. It will contain all corrected homework, tests, etc. from that week. PARENTS WILL NEED TO EMPTY THE PAPERS FROM THE FOLDER AND KEEP THEM HOME FOR REVIEW. PARENTS WILL ALSO SIGN THE SIGNATURE SHEET IN THE FRIDAY FOLDER, INDICATING THAT THEY HAVE SEEN THE PAPERWORK THAT WAS SENT HOME. THE CHILD WILL RETURN THE EMPTY AND SIGNED FRIDAY FOLDER TO SCHOOL ON THE FOLLOWING MONDAY.**

**Blue Notebook: Our weekly spelling words and sight words will be listed in this notebook. The children will have written spelling homework on Monday, Tuesday and Wednesday (assignments will be explained in another letter). They will do their spelling homework assignments in the blue notebook. THIS NOTEBOOK WILL ONLY BE USED FOR SPELLING ASSIGNMENTS AND WILL BE SENT HOME EACH DAY AND MUST BE RETURNED THE FOLLOWING DAY.**

**Red Folder: The red folder will remain in school as your child’s “classwork folder”.**

**Red Notebook: The red notebook will remain in school for the children to use for note taking and journal writing.**

**Activity book: Each child should bring in an activity book to use on inclement weather days. This will be kept in their desks at all times. When a book is used up, it will be sent home to be replaced with a new one.**

Label Everything!: we cannot repeat this enough! It is very important that all of your child’s supplies and belongings are labeled. First and last name, class (1-2). Label backpacks, lunch boxes, sweaters, activity books, etc. It is very difficult to keep track of missing items, especially among the entire school’s population.

Supplies at home: Your child should have extra supplies at home for use with homework assignments. Crayons, glue, scissors, and pencils/erasers should be available at home.

NO TOYS ALLOWED!!!: Toys from home are not allowed in school. They may become misplaced or broken and they tend to be a distraction from learning. TOYS THAT ARE BROUGHT TO SCHOOL WILL BE TAKEN FROM THE CHILD AND GIVEN BACK AT THE END OF THE SCHOOL DAY.

Snack time: Class 1-2 will have snack time. Depending on our schedule, it may happen in the morning or in the afternoon, depending on our lunch time. Snacks should consist of healthy food (fruit, yogurt, cheese stick, pretzels, etc) and should be a small portion. PLEASE DO NOT SEND IN COOKIES, DONUTS, CHIPS, ETC. We are trying to teach the children the importance of healthy eating. A boxed juice may be sent in as a drink- NO CANS PLEASE. A thermos is also not permitted!! They tend to leak all over the backpack and then on our closet floor.

Lunch: Each child should have a lunchbox or bag. A boxed juice may be sent in as a drink- NO CANS PLEASE. A thermos is also not permitted!! They tend to leak all over the backpack and then on our closet floor. Any lunch that is not eaten is sent home so that parents can see what their child is eating.

SNACK AND LUNCH RULES:

* Our class is a PEANUT FREE ROOM because of peanut allergies among the children. Do not send anything in for snack or lunch that contains any NUT product (this includes Nutella)
* Children are NOT ALLOWED TO SHARE SNACK OR LUNCH!!!! We have some children with allergies and others whose parents do not permit them to eat certain foods. In order to ensure caution, children are told they may NOT pass their food to others, even if a child forgets to bring in lunch.

Birthday Celebrations: All first graders may celebrate their birthday with the class during a free period on a day that is arranged by me and the parents in advance. Those children whose birthday falls during the school year (September-June) will be allowed to celebrate their birthday on a day that is convenient to our schedule. Those whose birthdays are during summer months (July-August) will be celebrated at our end of year party in June. In-class birthday celebrations will consist of a simple treat (ie- cupcakes, munchkins, or donuts) that does not require cutting or refrigeration/freezing. No drinks are necessary. Please provide napkins. NO GOODY BAGS MAY BE DISTRIBUTED IN CLASS. THE SWEET TREAT IS PLENTY!!

\*\*If you will be having a birthday party OUTSIDE of school, invitations may be passed out in class ONLY IF ALL CHILDREN IN THE CLASS ARE INVITED. If it is a “girls only” or “boys only”, invitations would be passed out ONLY IF ALL GIRLS OR ALL BOYS IN CLASS ARE INVITED. The children are at an age where not being included would be upsetting to them. It is best for them and for the rest of the class that no child be disappointed during school hours.

N.U.T Days (No Uniform Today): On these scheduled days, the children may come to school in whatever they choose to wear instead of the school uniform. A fee is collected (either $1.00 or $2.00). All contributions are put toward our school fund for various activities/purchases for our students.

Important Information Regarding Arrival and Dismissal:

 The school doors in the back of the building open at 8am and close at 8:15am. If you do not arrive by 8:15am, you will need to enter through the front doors on Parsons Blvd and your child will be marked LATE. ***Please note that chronic lateness causes disruption not only for your child, but also for the other students in class. Any and all work that is missed due to lateness will be sent home to be completed.***

First grade dismissal time is2:45pm through the back doors by the basketball court. Any child not picked up on time will be sent to the After School Program for further supervision.

“Family Email Address” Form: Your child received a “Family Email Address Form” back in June as part of their school supply list. All families MUST provide me with at least one email address. All correspondences will be sent to you via email. Please submit your preferred email address to me AS SOON AS POSSIBLE!!

 

***Important Information for children taking the school bus home:***

1. Bus service is expected to begin on**.**
2. Please remember to put a tag on your child with the name of their stop every day until the bus driver learns all stops.
3. Be at the bus stop early. Eventually you will get an idea of the approximate time the bus will arrive, but many things can put the bus slightly off schedule (ie- traffic, road detours, bad weather, sick children, etc.). The bus may arrive at the destination later or earlier than its original time frame.
4. Let your child’s teacher know of any bus changes. Sometimes at the last minute before dismissal, a child will suddenly state that they are not taking the bus that day or that “mom says to take the bus today”. Many times I have no note and it is not possible for me to leave the class to make a call to verify this information. **Please write a note regarding new information. Don’t rely on your child or on an older sibling to pass on important information. You can also email me a dismissal change, BUT I MUST RECEIVE THE EMAIL BEFORE 12NOON TO ENSURE THAT I CHECK EMAIL PRIOR TO DISMISSAL. I USUALLY CHECK EMAIL ON MY LUNCH BREAK.**
5. If you are not at the bus stop to meet your child when it arrives, the bus will not wait and will not leave your child unattended at the bus stop. The driver will make the rest of his/her stops and then return the child to school. The driver does not go back and make the same stop twice. You will be called to pick up your child from the school.
6. Likewise, if the bus is running late, do not leave the stop to make a call to the school asking where the bus is. Once the bus leaves the school we do not know what causes the bus to run behind schedule. More importantly, while you are on the phone with us, you are not in the proper place to meet the bus should it arrive while calling for information. Give the bus enough time to get there. If you leave the stop and miss it, the bus will, once again bring the child back to the school which will require you to come pick them up.



***My Child Takes The Bus!!***

**This form must be returned IMMEDIATELY so that your child’s teacher can be made aware that he/she takes the bus.**

Bus service will begin on  **THURSDAY, SEPTEMBER 7TH** . If you have filled out the necessary forms to register your child for bus service and he/she will be taking the bus home, please notify his/her teacher immediately!

**Child’s Name:**

**Circle one: Jamaica Bus OR Flushing Bus**

**BUS STOP ADDRESS (cross streets):**

**My child will be taking the bus home on the following days:**

**Parent Signature**

***If this form is not signed and returned to your child’s teacher on the morning of*** ***,***

***your child will NOT* *be placed on the bus at dismissal!!***



***Dismissal Arrangements For My Child***

Please check the appropriate box that will explain how your child will be dismissed at the end of the school day.

Child’s Name

 to be picked up at the regular doors by the basketball court.

 will ride the bus (see “*My Child Takes The Bus”* form).

 will stay for the after-school program.

\*\*If so, on which days?

 Let your child’s teacher know of any dismissal changes. Sometimes at the last minute before dismissal, a child will suddenly state that he/she will have a different dismissal procedure than usual. Many times I have no note and it is not possible for me to leave the class to make a call to verify new information. **Please write a note regarding new information. Don’t rely on your child or on an older sibling to pass on important information. You can also email me a dismissal change, BUT I MUST RECEIVE THE EMAIL BEFORE 12NOON TO ENSURE THAT I CHECK EMAIL PRIOR TO DISMISSAL. I USUALLY CHECK EMAIL ON MY LUNCH BREAK.**

**Thank you!**

**The First Grade Teachers**

***Older/Younger Siblings***

 Occasionally during the year, it is helpful for me to be aware of any siblings your child may have that also attend St. Nicholas of Tolentine Catholic Academy. Please print the information below.

Child’s Name

Check one that applies to your situation:

 My child has siblings that attend St. Nicholas of Tolentine Catholic Academy.

Please print the name (first and last name) of each sibling:

Name Class

1.
2.
3.
4.

 My child does not have any siblings that attend St. Nicholas of Tolentine Catholic Academy.

***Permission to Photograph***

 Periodically during the year, we would like to take pictures of our students in our classroom or at various school events to capture special moments, to post on our class/school website, or to use for class projects or displays. In an effort to make our community aware of what we are doing and to further promote our school, we may also want to use these pictures to accompany submitted articles in publications such as The Tablet, our church newsletter, etc. We ask that you read the form below and sign the permission slip to indicate if your child’s photograph can be included. Thank you!

The First Grade Teachers

**Please check the line with your preference: (only 1 preference)**

 I give permission for photographs to be taken of my child,

 (child’s name) during the school year to be used in publications and on the class/school website.

 I give permission for photographs of my child, (child’s name) to be used **only for classroom use or for hallway displays… NOT FOR PUBLICATIONS OR ONLINE USE!!!**

Parent Signature

Date

**STUDENT INFORMATION SHEET**

Please **print** all information clearly (especially phone numbers). Make sure all information is kept current during the school year. If your address or phone numbers change, please contact your child’s teacher in writing with the new information.

Child’s FULL Name (first, middle, last)

Birth date Age

Home address

Home phone#

**Please complete the chart below.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Parent | Full Name | Occupation | Work # | Cell # | Email address |
| Mom |  |  |  |  |  |
| Dad |  |  |  |  |  |

***Emergency contacts: If your child gets sick or hurt and I am unable to reach you at the above numbers, I should call:***

1. Name Phone
2. Name Phone

List of all people who will be picking up your child:

 NAME PHONE #

1.
2.
3.

**PLEASE LIST ANY MEDICAL OR FOOD ALLERGIES, MEDICINES TAKEN DAILY, OR SPECIAL CONDITIONS:**

**Does your child need an EPIPEN for any of the allergies listed above? YES NO**

**It’s Worth Repeating!!**

* LABEL EVERYTHING –First and last name and Class 1-2!
* Please return all forms immediately! Please make sure all forms are completely filled out and that all phone numbers and email addresses are clearly written and current.
* The supply fee ($15) is due BY NO LATER THAN\_\_\_\_\_\_\_\_\_\_\_\_\_. This fee should not be combined with other school fees.
* Backpacks should be brought to school every day (medium sized- no wheels!). Bags should be empty of excess home supplies.
* Please send in an activity book to be kept in school and replaced when needed.
* School supplies must be sent in as soon as possible, along with the “family email address form”.
* The green take home folder and any notebooks that are sent home must be brought back to school the following day. Label all belongings and envelopes.
* Changes in dismissal procedures MUST BE DONE IN WRITING via a note in the folder or by email (before 12noon)! Do not rely on your child or an older sibling to pass on important information.

We are truly looking forward to working with you this year. Together we can make first grade a wonderful experience for your children.

Sincerely,

The First Grade Teachers

**Family Email Address Form**

Dear Parents,

 In an effort to send messages and important information in a quick way, all families must provide an email address. Such messages may be regarding last minute reminders, announcements, etc. Parents will need to check emails periodically during the day on a daily basis. Families can provide up to three different email addresses to ensure that all parents/guardians are receiving the messages.

 We also are planning to comprise a "class email address list" to distribute to all families in the class so that parents can communicate with each other via email. This can be very helpful in the event that your child may be absent from school and needs certain information regarding homework and class work assignments. **YOUR EMAIL ADDRESS WILL ONLY BE INCLUDED UPON YOUR CONSENT BELOW.**

 **PLEASE COMPLETE THE BOTTOM PORTION OF THIS FORM AND RETURN WITH YOUR CHILD ON THE FIRST DAY OF SCHOOL. THANK YOU!**

Sincerely,

First Grade Teachers

**PLEASE PRINT NEATLY**

Student’s Name

1. Name of account recipient

Email address

1. Name of account recipient

Email address

1. Name of account recipient

Email address

**Behavior Management in Mrs. Marinaro’s Class**

Dear Parents/Guardian,

I would like to take some time and discuss my system for monitoring individual student behavior. You may soon be hearing a lot about green “good behavior” cards from your child. It is part of a system that helps students take responsibility for their own behavior in the classroom. Here is how it works: As a class, we discuss and create a list of rules for good behavior. We talked about making good choices, and earning rewards. Then we set up a chart to track each student’s success. Everyone begins each day on green “Good Behavior” cards in his or her pockets on the chart. Students who struggle with following rules must replace their cards with yellow, orange, or red cards.

* + A *green* card means “You’re doing great!”
	+ A *yellow* card means “Warning! Pay more attention to your behavior”
	+ An orange card means, “You have a consequence” (For example, seat change)
	+ A *red* card means an action will be taken such as missing out on recess and parents will be contacted.

Positive reinforcement is key in our classroom!! If a student remains on green for a whole week consecutively, they will earn a star sticker on a chart. . For **every 10 stars they earn**, they will get a **No Homework Pass**. **This entitles your child to one free night of written homework. The student may choose the day to use it and pass must be turned in the next day. Also, students are not excused from daily reading, and reviewing word cards and/or studying for tests.**

I am confident that this system for monitoring behavior will be successful in our classroom. It reinforces and rewards good behavior, acts as a visual reminder to stay on task and motivates the students to continue to make good choices. Should you have any questions please feel free to contact me!

Sincerely,

Mrs. Marinaro

Student’s Name

 YES!! I understand the behavior plan that will be used in

Mrs. Marinaro’s first grade class and will reinforce the importance of good behavior in school with my child.

Parent/Guardian Signature