

## General Information for Third Grade

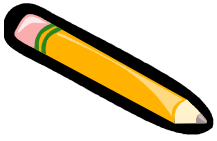
Homework: I strongly encourage you to help your child develop good study habits. Starting good habits at this age will be a tremendous help in future years. I recommend that you and your child discuss and choose a time and place each weeknight in which he/she will work for 30 minutes. The work may include math facts, math homework sheet, spelling words, memory work, reading, writing, studying for tests or whatever else needs to be covered. All assignments are due at 8:30 the next day, unless a special due date is given. Any incomplete assignments or late work will be finished during recess.

Reading at Home: Each evening, students will be required to do 20 minutes of reading (out loud or silently, based on student need). This may be any reading homework assigned, pleasure reading, Accelerated reader, or Book-it. This year I will be encouraging the children to read for pleasure with the Book-it program from Pizza Hut. Each month your child will contract to read a specific amount of minutes or pages. When your child meets his/her goal, a special reward will be given.

Student Planners: All assignments will be written on the board. Each child will be required to write daily assignments in his/her planner. I will initial these sheets every day. Please make it a habit to check your child's planner each evening. When your child has finished his/her homework at night, please check over it and initial the planner.

Memory: will be assigned each week and is due on Wednesdays. Memory must be recited before school or during recess.

Neatness: is very important when completing homework and will affect your grade. This includes handwriting, erasing mistakes cleanly, etc. All assignments must be completed in **pencil** unless special permission is granted. Careful workers will be rewarded!



Spelling: will be assigned each week. I do something different in third grade. Spelling pretests will be taken online and students will type 10 times any words missed. Students may take the pretest as many times as they wish and email their test to myself by Thursday. The final test will be given on Fridays to anyone who did not pass the pretest with 100%. Spelling words will go home in the Friday newsletter the week before they are tested. The website for the spelling tests is: [www.calvarysanlorenzo.com](http://www.calvarysanlorenzo.com) Click under School, Faculty, Mrs. Martchenke and you will find the week's test.

Friday Folders: will be sent home every Friday. All student work for the week will be inside this folder. I will also include a weekly progress report talking about each student's behavior, participation, and missing work. Parents need to sign the progress report, and students will return it with the folder to class on Monday and receive a prize.

Newsletters: will be sent home every Friday in the Friday Folders. Spelling and Memory will be included along with any other important information. It is very important that you go over this with your child and discuss what is happening in the third grade.

Tardies: The classroom is open at 8:20 every morning. Students are marked tardy after 8:30 a.m. It is very disruptive to the rest of the class to have students arriving late. If you arrive after school has started and the door is shut, you must remain outside until the teacher opens the door. Students **MUST** have a note explaining the reason for the tardy. If no note is given to the teacher, the tardy will be considered unexcused and a 2-point pink slip issued. After 5 unexcused tardies, a detention will be given.

Absences: Please call the office first thing in the morning if your child will be absent. If you know in advance that your child will be absent (vacations, appointments, etc.) please notify me so that make-up work can be scheduled. If given a week's notice, I can have work for your child available to take with him/her. Otherwise, work will be gathered during the day and put in the office for pick up after school.

To be excused, I must receive a note telling me the following information:

- The name of your child
- Date of tardy or absence
- Reason for tardy or absence
- Signature and relation to student

A note **MUST** accompany your child when he/she enters the classroom the first day back from an absence. If the reason for the absence or tardy is a dentist or doctor appointment, please have the doctor's office give you a note before leaving. This must be given to the teacher. Following this school policy is the only way a child will be excused.

Nuisance Items: Anything that is not required for completing work at school is considered a nuisance item and should not be brought to school. These would include small toys, gum, etc. If a student is caught with a nuisance item in the classroom, it will be taken away and returned only to a parent.

Birthdays: On your child's birthday you are welcome to send or bring in a special treat. Please supply any items needed to serve and enjoy the treat. The celebration will occur either at lunch or at the end of the day. If your child's birthday falls on a weekend or vacation, please let me know which day you would like to celebrate the birthday at school. Summer birthdays will be celebrated on a special party day at the end of the year, so that everyone has the opportunity to be recognized at school. \*\*Party invitations are not to be handed out at school, unless the entire class is being invited. Otherwise, invitations will need to be mailed.\*\*



Church Attendance: Consistent, regular church attendance is a very important part of your child's spiritual growth. If you do not have a church home, please feel free to worship with our family here at Calvary. **Church services are at 8:00 and 10:45 a.m. Sunday school is between services at 9:45 a.m.**

Pencils: may ONLY be sharpened before school, at breaks, after school, or with special permission. You MUST have 2 sharpened pencils at all times.

Business Hours: If you need to speak with me about any concerns you have, I am generally available after school after 3:15 p.m. until 4:00 p.m. Before school, please make an appointment. You may also email me at [cgrace@calvaryslz.org](mailto:cgrace@calvaryslz.org). If you would like a personal conference, we can work out a time to meet.

Additional Items:

1. Be in your seat and ready for the day by 8:30 a.m.
2. Students should have a book to read at all times.
3. Restrooms are to be visited during recess times only, unless there is an emergency.