

September 2018

Dear Third Grade Families:

Welcome back to P.S. 39 and to Class 3-207! I hope that you had a wonderful summer vacation full of family, fun, and relaxation. As we begin a new school year, I would like to introduce myself to all of you! I am Ms. Sweeney, and I will be your child's third grade teacher. I am so excited to teach third grade for another year at P.S. 39. It is such a wonderful age full of curiosity, eagerness to learn, and growth. I feel honored and fortunate to be able to teach your children, and I know they will teach me as much as I will teach them! I am looking forward to an exciting, enriching, and productive school year!

As you can probably imagine, the first few weeks of school are some of the busiest times of the year. We will be focusing on building our classroom community and establishing classroom routines and expectations. This is a crucial aspect of building a strong and successful community of learners. As a member of this special learning community, our goal is to ensure that every child reaches their full potential, and achieves more than they may have ever thought possible! I will also be getting to know each student as well as determining their individual learning needs. Your child's academic, social and emotional growth is a collaborative effort between the teacher and the parents. One of the best ways for me to get to know your child is through their families! I would like to invite each family to send me a letter about their child, including any interest, successes, challenges or any other pertinent information. This will truly help me get a better understanding of your child from the beginning of the school year.

Your child will be receiving a grey "going home" folder in the beginning of the school year. This folder must be brought back and forth to school every day. Please check this folder each day, especially during the first few weeks of school for more important papers and class updates. Be on the lookout for other important class information and news from the PTA.

Although we will have curriculum night on Monday, September 17th, I wanted to outline some of the important class policies and procedures so that we can have a successful start to the school year. Attached you will find our

weekly schedule for special classes. As you will see the students have gym once a week. However, it is recommended that students wear sneakers to school every day. This will maximize their safety at recess and allow them to participate in all gym classes in the event of schedule changes. "Every Tuesday afternoon between 2:40-3:25 has been designated by the DOE as Parent Engagement Time. These 40 minutes have been set aside for face-to-face meetings, telephone conversations, and written correspondence (including email) with parents. Please take advantage of this time to communicate with me as needed across the school year. Although this specific time has been provided, it is not the only time that I'm available to meet or speak with parents. We'll be communicating regularly. School/family communication is important at PS 39!

As partners in your child's education, I look forward to working with you to ensure that your child reaches their full potential, and achieves more than they have ever thought possible!

Sincerely,

Ms. Sweeney

Welcome to Class 3-207!

Daily Classroom Routines and Procedures

Here is a brief outline of some of the policies and procedures in Class 3-207

Attendance and Lateness

- Our school hours are 8:20 – 2:40 every day. It is very important that your child be in school and on time every day. If they are sick, please keep them home and call the school to let us know. It is important for you to send an absence note upon your child's return to school. *If your child is absent for 3 days or longer, he/she must bring in a doctor's note on the day they return.* I have attached an absent note sheet, which can be duplicated for your convenience. Try your best to have your child arrive to school on time because when a student arrives late they are missing valuable instructional time as well as interrupting their classmates' learning.

Arrival and Dismissal

- Our class will be lining up outside each morning in the front 6th avenue yard. During inclement weather, students will be lining up indoors in Room 103. Our class will dismiss from the side of the building on the 7th Street side. If there is a change in your child's regular dismissal routine, please send me a note or an email before lunchtime so I can assure I have received your message. If your child has a playdate, a different adult picking them up, or has permission to walk home alone, I must receive that information in writing. To ensure your child's safety, every child must say goodbye to me prior to leaving. I ask that students "high-five" me before they go home with their adult. Please remind your child to do this before leaving school every day.

Health Issues and Medication

- Please make sure to fill out the student information sheet and indicate if your child has any health issues, particularly food allergies and asthma. If your child needs to take medication during the school day, you must obtain a 504 form from the school nurse and have your doctor fill it out. The nurse will keep the medication with her and your child will visit the nurse when they need to use it. They may not keep any medications in their desk or book bag, including asthma inhalers.

Homework

- We do not give a lot of homework in 3rd grade, but the homework we do give is quite meaningful. Each Monday your child will receive a weekly homework agenda outlining the homework for the week. Sometimes I add or subtract homework from the agenda but it gives you and your child a look at the week ahead so that planning time is easier.

Reading

There is a lot to say about reading, which will be thoroughly discussed during Curriculum Night. I ask that our students read only books from our school libraries and not bring books from home. This applies to the books that they will be practicing their lessons with and entering into their reading logs. Of course I encourage students to read other books that interest

them at home, after they have completed their schoolwork. This will allow me to make sure that your child has the correct level books and the right genres for each reading unit. The classroom libraries are constantly being refreshed and there are more than enough wonderful books to support our literacy curriculum. Over the summer, I received many wonderful new books from a Donor's Choose project I created, along with purchasing directly from Scholastic. Your children will have quite the selection of many fresh, new, exciting books!

I look forward to sharing more information with you during Curriculum Night on September 17, 2018. I am looking forward to a very successful year in third grade!

Parent-Teacher Communication

- Every Tuesday afternoon between 2:40-3:25 is Parent Engagement Time! This time has been set aside so that we can have face to face meetings, telephone conversations, and written correspondence (including email) with parents. Please take advantage of this time to communicate with me as needed throughout the school year. However, this is not the only time I am available to speak with parents – we will be communicating regularly! You are always welcome to email me or send me a message on the Remind app (more information about this be discussed at Curriculum Night). I will try my best to be extremely responsive to parent concerns and will respond as quickly as I can!

Prep Schedule/Lunch

Lunch: Period 5 (M, Th, F)

Period 4 (T, W) (Mix It Up Days)

Monday- Art with Ms. Bernstein, Period 6

Tuesday- Science with Ms. Long, Period 1

Wednesday – Science with Ms. Long, Period 2

Thursday – Gym with Mr. Bacovic, Period 1

Friday – Music with Mr. Deutsch, Period 3

As you likely have heard, our school will be participating in the exciting initiative “Mix it up at Lunch Day” two days a week, Tuesday and Wednesday. 3-207 will have Period 4 lunch on these days. This is a great opportunity for 39 students to get to know students in other grades and classes! Students will have Period 5 lunch on Monday, Thursday, and Friday with the rest of the grade.

*Upcoming School Events

- Family Friday Sept. 7 all grades
- Welcome Dinner Saturday, Sept. 15
- Curriculum Night Monday, Sept. 17
- First PA meeting of the year Tuesday, Sept. 25

Absentee Note

3-207 Ms. Sweeney

Student's Full Name (first and last name printed):

Date of absence(s): _____

Reason for absence: _____

Parent or Guardian signature: _____

[For extended absences or chronic conditions, a doctor's note is required in addition to the parent's note.]

Please fill out and return to Ms. Sweeney by 9/7/18. Thank you! ☺

Student's Name: _____

Birthday: _____

Student Information Sheet

In case of an emergency call:

Name: _____

Number: _____

Please list any allergies and/or medical concerns your child has:

Dismissal Information:

For each day indicate who will be picking your child up and/or if they will be picked up/attending after school.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY

Any other information you would like me to know about your child:

Parent/ Guardian Information Sheet

Parent/Guardian 1:	Parent/ Guardian 2:
Address:	Address:
Email:	Email:
Cell Phone:	Cell Phone:
Home Phone:	Home Phone:

This year I will share information with families through the REMIND app as well as through email. Remind is a classroom communication app available to iPhone and Android users. If you have the app downloaded, you can join the Class page with the following link:

www.remind.com/join/ggbge3a

I can also add you to the app individually through email and/or phone number. Please let us know if you would like to be added.

Yes, I would like to be added to the Remind app Class page to receive news and updates.

No, I would not like to be added to the Remind class page.

Student's Name: _____

Parent/Guardian signature: _____