

Van Buren Elementary School  
Miss Erica Sawhill  
4<sup>th</sup>/5<sup>th</sup> grade  
Room P4

Dear Parent/Legal Guardian,

Welcome to an exciting year in 4<sup>th</sup>/5<sup>th</sup> grade! I am looking forward to working with your child and helping him/her to master their grade standards.

**Arrival Time** Line-up bell at 7:55 a.m.  
Tardy Bell rings at 8:00 a.m.

**Dismissal Time** Monday, Tuesday, Thursday, Friday---2:20 p.m.  
Wednesday (minimum day) 12:40 p.m.

**Classroom Rules**

The following are my classroom rules. I have discussed these rules with the students, and they understand we will be following them in the classroom and on the playground. These rules will help us to have a successful learning experience and a great year.

1. Listen and Follow Directions
2. Use Hand Signals and Stay on Task
3. Keep Your Hands and Feet to Yourself
4. Respect Your Classmates, School, and Teacher

**Every time** a classroom rule is broken, a consequence is given. Our classroom consequences are as follows:

1. Redirect (a verbal warning)
2. Sideline (break in a specific area in classroom)
3. Think Time (break in another classroom)
4. Letter Home (letter home to parent that must be signed and returned)

\*A severe infraction is a cause for a direct office referral.

**Rewards:**

1. Positive reinforcement
2. Note/call home
3. Trimester awards
4. Eagle Bucks!

**Homework**

Your student should read every night for 15 to 20 minutes, whether this be online or with a book Monday through Thursday. They will have math homework each day and occasionally work that needs to be finished, or projects that require parts to be done at

home. Students will receive an agenda to mark their daily work, homework assignments, important dates, and future assignments. **\*\*\*\* Please read your child's agenda every day, there will be homework for you to check off and other information, please be sure to sign it, showing that your child has Checked off and Completed their daily homework. Thank you.**

### **AVID**

Students will be using their AVID binder daily. It will be their responsibility to bring it back and forth to school every day in order to do their classwork and homework. All papers and assignments will be kept in this binder. Please do not empty or clean this binder for your student. It is their responsibility, and this task will be done at school. I will be doing binder checks on content and organization during the year, so students keep their binders up to date.

**They will also need to keep their Chrome books clean, Charged, and bring them everyday. We will do work daily on their Chrome books.**

**If you would like to donate any supplies, we could use the following:  
Kleenex, baby wipes (for their hands), individually wrapped snacks (like granola bars, fruit snacks, cookies, etc..), and bottled water.**

I look forward to a great year working with your student. If you have any questions, please feel free to contact me at 360-2865 or send a note with your student. If you would like to contact me by email: [erica\\_sawhill@jusd.k12.ca.us](mailto:erica_sawhill@jusd.k12.ca.us)

I will also be using CLASS DOJO this year to contact parents daily. A sign-up paper will be coming home soon.

Miss Sawhill

**Please return this page to school with your student tomorrow.**

I \_\_\_\_\_ have read with my child and we understand the rules and guidelines set for them.

Student Name: \_\_\_\_\_

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

Home Phone  
Number \_\_\_\_\_

Work or Cell Phone  
Number \_\_\_\_\_

My child wears glasses      Yes    No

Any other concerns I should know right away

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Do you celebrate birthdays? Yes \_\_\_\_\_ No \_\_\_\_\_