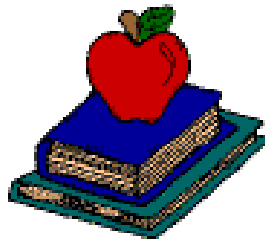


2nd Grade

Heritage Christian Academy

4265 Norwich Street • Brunswick, GA 31520 • 912-264-5491



WELCOME

Thank you for allowing me to be a part of your child's academic development. This booklet includes helpful classroom information and will help get your year off to a good start. Please read and return requested items in a timely manner. Policies and procedures are subject to change. I look forward to a great year!

2nd Grade Parent/Student Guide
Mr. Dawson's Class • 2020-2021

sdawson@hcaeagles.net

Wish List

Thank you for any contributions or purchases for our class!

Dry Erase Markers

Whiteboard Erasers

Paper Towels

Pencil-top Erasers (*Large Box*)

Spiral Notebooks – 70pg.

#2 Sharpened Pencils (*Ticonderoga*)

Printing paper (*for drawing*)

Hand Sanitizer

Kleenex

Snacks (Individually wrapped items)

Clorox Wipes

Lysol Wipes

Lysol Spray

Trash Bags

Contacting Mr. Dawson: sdawson@hcaeagles.net

Please feel free to email in advance any vital issue including absences, tardies, behavior, conferences or related issues. Please do not expect to discuss major issues via walk-ins.

Arrival

Students will come to class from the main entrance. We will adhere to all new arrival and dismissal procedures for this school year.

Absences/Family Trips

When your child is absent for any reason, please remember to send a written note the following day when he/she returns to school. Please include name and date. If a note is not received, the absence is marked as unexcused. If your child will be absent for trip related reasons, you must notify the administrator at least five days in advance for approval.

Severe Weather / School Closing

Mr. Dawson will need a primary cell phone number from each parent. You will be notified via text message in the case of severe weather or school closing. Please be mindful that text updates may be sent from an unidentified number. Please reply to the text immediately to ensure that you and your family are safe and have received the update.

Homework/Testing

Weekly test guides and Bible verses will be printed and placed in the front pocket of student folders each week. The test guide will assist each student in being prepared for testing. Homework will not be assigned on Wednesday. However, incomplete or make-up work may be assigned. Homework assignments usually consist of Math and Phonics worksheets, Reading assignments as well as other assigned tasks.

Lunch

All school lunches must be pre-ordered. If a student does not bring a lunch, he/she will be sent to the office to call home. For personal lunches, please be mindful of sending items that are easy to open and consume. Please note microwaves have been removed from the cafeteria.

Snacks & Eagle Bucks Cards

Students may bring personal snack items to consume during snack break. Snack items should be smaller items to be consumed in a timely manner. Parents may send individually wrapped snack items for the class as desired. Students may purchase Eagle Bucks cards in the main office. Eagle Bucks cards can be used during lunch period to purchase ice cream, drinks or additional items.

Birthday Treats & Surprises

Birthdays will be celebrated during lunch break in the cafeteria. You may send birthday treats. Please inform Mr. Dawson of all plans and arrangements in advance.

Behavior / Discipline

Conduct grades will be given on a weekly basis. The conduct grade will be included when calculating the student's overall grade point average.

Classroom Rules

1. Be prepared.
2. Follow directions.
3. Raise your hand for permission to speak.
4. Stay on task.
5. Keep hands, feet and objects to yourself.
6. Treat others and property with respect.

Discipline consequences: *behavior will be documented via check mark system. All students will be given an initial verbal warning.*

1st check – 3 points deducted from weekly grade

2nd check – 6 points deducted from weekly grade

3rd check – 9 points deducted and minutes deducted from recess

4th check – 12 points deducted and minutes deducted from recess

5th check – 15 points deducted and minutes deducted from recess

Severe action: 20 points deducted, extra assignments or parent notified.

All Behavior notices will be placed in Headmaster for documentation.

Reasons for check marks:

- *Not following directions first time asked
- *Consistently off task
- *Disrupting class
- *Out of seat too often
- *Playing in cafeteria, hallway lines or special classes
- *Excessive talking or playing
- *Unkind or disrespectful to teacher and others
- *Incomplete homework
- *Papers not returned as requested
- *Failure to keep hands, feet and other objects to yourself
- *Academic Dishonesty, hitting or excessive force

Daily Procedures

Students should come to class prepared to learn.

On arrival, students should enter the classroom quietly and place homework, notes from parents and other information in appropriate trays. Students should place book bags on the back of his/her chair and lunch boxes in the designated area. Students should then complete the morning assignment or read or draw quietly until class begins.

Hallway Lines

Students should line up quietly. Students are expected to stand behind the person in front of them, a few feet apart and away from the wall. Students should face forward and there should be no talking. The students should keep hands and feet to themselves and should not touch the walls or another student.

Classroom Manners

All students are expected to help with classroom duties.
(*Pass papers, clean work area, lead pledge, prayer, etc.*)

Students are also expected to stay on task, be kind by speaking to others kindly, willing to help others, work in assigned groups, play and treat others fairly and use appropriate manners. (*"Yes, No, Good Morning, Good-bye, May I have, May I use, May I go to the restroom."*)

Grading Scale

A	90-100
B	80-89
C	75-79
D	70-74
F	69 and below

Graded Papers

Graded papers will be sent home weekly or as necessary. Each student will be assigned a pass code to access your child's grades on Headmaster. Please contact office staff to retrieve your pass code or if you need assistance. Grades will be posted weekly.

2nd Grade Supply List

- 2 glue sticks
- 1 pack Crayola markers
- Scissors (Safety/ Sharp)
- 4 – 1.5" Black 3-Ring Binders with pockets
- 3 spiral notebooks – 70pg.
- 1 pack of Crayola "Twistable" crayons
- 2 large packs pencil-top erasers
- 1 pack Pink Pearl erasers
- 1 pencil box (plastic)
- 2 packs wide-ruled notebook paper
- 1 ruler (inches and centimeters)
- 4 packs #2 Ticonderoga sharpened pencils
- 1 Bible (NIV or Children's Bible)

Volunteers

We will need the following volunteers for our class:

Room Mother – the room mother will be expected to interact with Mr. Dawson concerning class events and field trips. The room mother will assist in coordinating field trips, class or other events via contacts and scheduling as requested by the teacher.

Field Trips & Cost

Class field trips are usually reserved for the 2nd half of the year. The following field trips may include a more extensive cost factor: (\$10-\$25)

- Christmas Party & Gift Exchange
- End of the year class trip: Details will be sent home in advance.

Cursive Writing Marks

<u>Incorrect Marks</u>	<u>Grade</u>
1-5	(95)
6-10	(85)
11-15	(75)
16 +	(70)

No Slant (5 point deduction)

REMINDER:

*Please sign and return agreement
and information forms placed in student folders.*

Apps

*We will communicate through the HCA school app
and Class Dojo*