**Morning Routines**

Kids come in, hang up backpacks, and check their job. Everyone is responsible for their job for the entire week. Important jobs for the morning - lunch helper: Writes hot/cold lunch on sheet and hangs in hall. Calendar helper puts date tag up and adds the day to school on our count, attendance monitor reports to me. Other jobs are completed throughout the day.

After unpacking backpacks check hot/cold lunch count on SmartBoard. Kids complete their planner with the info. on the assignment board and write in their feelings journal until 8:30. Miss H. and parents are the only ones who will read these journals. This is a great way for your child to share about his/her feelings (happy, sad, frustrated, etc.) This allows us to understand what is going on and ensure a great day!!

At 8:30 we say pledge and discuss the schedule for the day.

**What to do if….**

Fire Alarm: Students line up quickly and quietly. Walk straight outside past the recess equipment on the grass. Line up with other third grade classes. Stand straight and face toward St. John’s. I will hold up a green card to signify everyone is here. When the bell rings, turn around to face the school and wait for a teacher to lead students back into school.

Recess: We want all students to have fun and enjoy staying fit! I will not keep kids inside for inappropriate behavior. If necessary they will walk laps during a portion of recess or lose money.

Money System: (behavior plan) Kids earn classroom money for following directions and good behavior. This also includes cleaning the room, stacking chairs, getting, mail and lunchboxes at the end of the day. Kids can receive money for any positive behaviors and lose money for any negative behaviors. I will offer a buy in twice a month on Friday’s where kids can buy in with the money they earned. Examples are: bring a pet to school (with parents permission) We generally meet at 2:05 outside our third grade doors and share about the pet until the bell rings at 2:15. Other awards are use the teacher's chair for the day, lunch bunch (lunch in the classroom - once a month), switch jobs for a day, bring a stuffed animal, show and tell, homework pass, positive note to parents or Mrs. Meier (I write a note or an e-mail sharing about the great work I see), etc..

**8:30-8:45** Character Education - (Developing positive character)

**8:45-10:15** Cursive writing, Whole Group/Small Group Reading, Centers

**AM Recess: 10:15-10:30**

**10:30 - 10:45** Snack/Story (Please bring a healthy snack to school. Let me know if you are unable to do this, and I will provide snack for your child.) or finish centers

**10:45 - 11:55** Math (This also includes number talks 3-4 times/week for 10 min.)

**Lunch 12:00-12:35** You are welcome to enjoy lunch with your child. Please check in at the office and sit at the table that runs east and west by the entrance. We ask that you only eat with your child as this is the best way to keep it fair! :)

**12:35 - 1:15**  Social Studies, PLTW Monday - Thursday Art: Friday

**PM Recess:**  **1:15-1:30** (We always have two teachers on recess duty.)

**1:15-2:05** Writing (Our desk area is for individual quiet writing without distractions. I will play soft music as a background.)

Peer editing (At the back carpet area using a soft voice and writing with a colored pencil. Peers are to give feedback that includes three positive comments and two suggestions.)

**2:05-2:13** Clean Up. Stack chairs, get mail, pick up lunchboxes, clean the floor, kids are to stand by their desk when they have completed the PM Routine and wait for announcements.

2:13 - Planners in backpacks, announcements for tomorrow

I will dismiss by a ticket out the door. For example, I will ask each group a question from what we discussed during the day and have them quietly line up when someone in their group answers the questions.

Walk out the door at 2:15 when the bell rings. I always want to say bye to each child by a hug or a high five as we walk out the door. This also is a way kids tell me, “Yes! I know where I am going after school.”

**Specials**

Tuesday: Library 9:30-10:00 (return and check out three new books)

Thursday: Music 11:00-11:30 (bring gym shoes)

Wednesday: P.E. 10:30-11:00 (bring gym shoes)

Your child is welcome to have a water bottle at school. I will remind students to take them home on Friday’s to be washed. :)

Please feel free to ask any questions or review this with your child at home. Thank you so much for coming in tonight! I look forward to a wonderful year!!

Thank you for all you do!

Miss Robbyn Hergenrider

**Notes:**