



September 2017

Dear 5<sup>th</sup> Graders, Parents, and Families,

It is with great excitement that we officially welcome you to 5<sup>th</sup> grade! Our names are Catherine Pacilio and Laura Burns, and we will be your child's teachers this coming school year. To tell you a little about ourselves, we are a co-teaching team, running the classroom together. We believe our role as teachers is to help guide and facilitate your child's learning. We look forward to working with you and your child during their final year at PS 261!

We hope that you had a relaxing and enjoyable summer. This packet contains a lot of important information. Please read through the classroom policies and fill out the attached sheets. Do not hesitate to contact us if you have any questions or concerns.

**Enclosed in this packet:**

- ✓ Class 5-409 Policies
- ✓ Photo Release/ Walking Trip Form
- ✓ Family Information/ Emergency Contact/ Dismissal Information
- ✓ Parent Survey

Fill out the attached pages and return or complete the online form (sent in an email) by ***Tuesday, September 12th.***

Sincerely,

Ms. Catherine and Ms. Laura

**Important Contact Info**

**Catherine Pacilio & Laura Burns**      **Class:** 5-409

**Email:** ps261class5409@ps261brooklyn.org

**School Phone Number:** 718-330-9275

**Class Website:** <http://54092017.weebly.com>

**School website:** <http://www.ps261brooklyn.org>

*Please keep 1st page for your reference*

## Class 5-409 Policies

### **Communication:**

The best way to communicate with us is by emailing our joint email account. The email is ps261class5409@ps261brooklyn.org. We do our best to respond to our emails within 48 hours. You can also write us a note if that is easier! Also check out our class website: <http://54092017.weebly.com>. Class announcements, homework, resources and more will be posted daily on the site. A student blog is setup for the students to communicate with each other about class and school happenings. A family contact sheet will be created in the first month of school for families to connect. The students will be receiving 5th grade PS 261 google accounts. They will be used for creating documents, sharing their work, and emailing for academic purposes.

### **Arrival and Dismissal:**

Your child is expected to be outside in the schoolyard, ready to go upstairs by 8:20 am sharp. Please give your child time to eat breakfast prior to 8:20 am. If your child arrives after 8:30 am they will be marked late. We will begin instruction immediately at 8:30am, so please understand that it is very disruptive if children come in late. Your child will be dismissed outside at 2:40 pm daily. Before your child is dismissed **please make sure they have said goodbye to Ms. Catherine or Ms. Laura for the day**. Be sure to specify who may pick up your child on the attached information sheet.

### **Homework:**

Homework will be assigned daily from Monday-Friday. Homework on average will take about an hour a night. Homework is a reinforcement of the learning your child is completing in school. If there is an extenuating circumstance and your child cannot complete the homework or the homework is taking too long, please **write us a note or email** that night explaining the situation so your child will not be held accountable or can receive academic support in class. We expect students to do their best effort when completing their homework and to do it **independently(as much as possible)**. As part of the homework assignment ***every night students will read for thirty minutes***. Students will also get in the habit of taking their writing notebook home each night to continue writing outside of school for themselves or for a piece they are working on in school. To build more independence, the students will complete independent projects and writing assignments. They are expected to research, write, publish, and work on projects as part of their homework and budget their time to complete them in a timely manner. Homework assignments and resources are posted on our class website. Your child will need access to the internet and a computer, to complete projects and homework assignments. Make sure a laptop is available at home, they can go to the public library, or can come into school prior to or after school hours to access our 5th grade computers when necessary.

### **Working Snack:**

This year, Grade 5 will be eating during the first lunch period, from 11:05-11:55 a.m. Since lunch is early, we will not be eating a morning snack. If you feel your child will get hungry in the afternoon, you may pack a snack for them to eat. We call this a “working snack” which means it is eaten during independent work time. It should be ***something easy to eat*** and healthy. Some suggestions are... fruit, granola bars, pretzels, seaweed chips, etc. **NO CANDY, SWEETS, or SODA during snack(No mice, please)!** A student can have a water bottle on their desk through the day. Snack is stored in our snack bins and not desks or the student closets to keep our classroom clean and focused. ***\*Please do not send your child with a snack that needs utensils, refrigerating, or warming!***

**MEDIA PERMISSION FORM**  
**P.S. 261, CLASS 5-409**  
**2017-2018 SCHOOL YEAR**

I, \_\_\_\_\_, give my permission  
Parent or Guardian Name (please print)

allowing my child \_\_\_\_\_ to be  
Student's Name (please print)

photographed by teachers, school staff or other students during class activities at school or on out-of-school trips for the 2017-2018- school year. I understand that these photographs may be publicly displayed and posted on the Internet.

Parent/Guardian Signature

**WALKING TRIP PERMISSION FORM**  
**P.S. 261, CLASS 5-409**  
**2017-2018 SCHOOL YEAR**

I, \_\_\_\_\_, give my permission,  
Parent or Guardian Name (please print)

allowing my child \_\_\_\_\_ to leave the  
Student's Name (please print)

P.S. 261 grounds in the company of his/her teachers, Catherine Pacilio and Laura Burns, for visits to locations within walking distance of the school premises during the school day.

Parent/Guardian Signature

**STUDENT/FAMILY INFORMATION**  
**2017-2018**

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

Address where child lives. *(If more than one address please list below and indicate weekdays or weekends.)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

May we add your name, email and phone number to our **class list**?

- Yes
- No

**Parent/Guardian #1 Name:** \_\_\_\_\_

Relation to child (mom, dad, grandmother, etc.): \_\_\_\_\_



Home \_\_\_\_\_



Cell \_\_\_\_\_



Work \_\_\_\_\_

Other \_\_\_\_\_

Email Address (please print clearly):

\_\_\_\_\_

What is the best way to reach Parent/Guardian #1? \_\_\_\_\_

**Parent/Guardian #2 Name:** \_\_\_\_\_

Relation to child (mom, dad, grandmother, etc.): \_\_\_\_\_



Home \_\_\_\_\_



Cell \_\_\_\_\_



Work \_\_\_\_\_

Other \_\_\_\_\_

Email Address (please print clearly):

\_\_\_\_\_

What is the best way to reach Parent/Guardian #2? \_\_\_\_\_

## Emergency Contact Information

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

Relationship to the child: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Does your child have any **food restrictions or allergies**?

- Yes (please explain below)
- No

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Does your child have any **special health needs**?

- Yes (please explain below)
- No

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Does your child have any **siblings** (brother or sister) in the school?  
(If so please provide his or her name and teacher's name/class)

Sibling: \_\_\_\_\_

Teacher/Class: \_\_\_\_\_

Sibling: \_\_\_\_\_

Teacher/Class: \_\_\_\_\_

Please indicate your child's after school dismissal schedule in the boxes below (i.e. name of person who will pick your child up, name of daycare or after-school program, yellow bus etc....)

Monday	Tuesday	Wednesday	Thursday	Friday
Tel # _____	Tel # _____	Tel # _____	Tel # _____	Tel # _____

Is your child allowed to walk home alone?

- Yes
- No

Does your child take the yellow bus?

- Yes, Bus Number: \_\_\_\_\_ Bus Driver's Name \_\_\_\_\_
- No

**\*You must send a written note or email if your dismissal plans change for any reason!**

Parent/Guardian Survey

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

My child loves:

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In his/her free time my child usually:

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How does your child feel about school? Which areas does he/she seem confident? Which areas does he/she seem to struggle?

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My child has these special abilities and talents? (What makes your child special?)

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Special concerns I have about my child are: (social, emotional, academic). Please include anything that may be helpful for us to know while working with and supporting your child this year.

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