



# 5<sup>th</sup> GRADE CLASSROOM MANAGEMENT POLICY



It is my responsibility as the teacher to be prepared and to provide a structured environment in which all students can learn. I use a system of positive and negative consequences to encourage desired behaviors.

## POSITIVE CONSEQUENCES (REWARDS)

1. Token economy. A token economy is a reward system where students are given tokens. Tokens are like money, used to buy material objects or privileges.
2. Oral praise in class or written praise on papers.
3. Name on the left side of the whiteboard which indicates correct behavior that will be rewarded.
4. Punch card. Students collect punches on their punch cards for various academic and behavioral reasons. Full punch cards are traded in for tokens and/or items from the reward box.
5. Occasionally, I also use the motivation of free time or class games to encourage students to stay on task.

## NEGATIVE CONSEQUENCES

This 5-step discipline program\*, based mostly on problem solving, may be entered at any step depending on the seriousness of the problem and the degree of difficulty I see in solving it.

**1. TEACHER.** Usually informal, this may be a look or hand on the shoulder or student's desk. It may also be a conversation with the student or the issuing of a pink slip (a short form where student records what behavior is being addressed). *Pink slips are not sent home*, as fifth graders are becoming more independent, and we want them to learn to correct their own behavior. Therefore, there are no notifications to parents unless the behavior becomes a recurring problem which needs to be addressed more fully. If a student receives four pink slips in a week they will be issued a detention, and a detention notification will go home.

**2. TEACHER - PUPIL.** This will happen with more serious behaviors, or with recurring behaviors that the student is continuing despite reminders/corrections from the teacher or completion of pink slips. This is a more formal one on one conference where the problem is defined and solutions brainstormed.

**3. TEACHER -STUDENT - PARENT.** The student, parent and I have a conference. We define the problem and brainstorm solutions. We may set up a meeting for a later date to evaluate progress.

**4. TEACHER - STUDENT - PARENT - PRINCIPAL.** This step is used for very serious problems or for problems that we could not solve using steps 1 - 3. We define the problem and brainstorm solutions. We may write a plan including some serious consequences at home and school. The consequences will be decided upon by the students, parents, principal and teacher.

**\* PLEASE NOTE: Detention is a part of this behavior management program because it may be used as a consequence in *any one of the steps*.**



# Homework Policy



Homework is an important part of school. It may be an extension of a lesson being taught, practice of what has just been taught, or remedial lessons because the teacher found gaps in the class's skills. Homework also teaches self-reliance and self-discipline. Long term assignments teach students how to plan and break up assignments into daily chunks so the whole assignment is finished on time.

## TEACHER'S RESPONSIBILITY

1. Provide meaningful assignments and give class time to prepare homework list and books to take home.
2. Make sure homework is graded, either in class or by the teacher, and to record student grades.
3. Look for areas in need of remediation and address those areas.
4. Keep parents informed by entering grades into RenWeb weekly.

## STUDENT'S RESPONSIBILITY

1. To copy the list every day *as it is written* on the board and take home all needed supplies and books.
2. To complete all assignments to the best of his/her ability and according to the given directions.
3. To hand in assignments *on time*.
4. To read teacher comments/suggestions on corrected work and to act on those suggestions.
5. To check RenWeb for absent/missing work, complete all work, and turn all work in on time.

## PARENT'S RESPONSIBILITY

1. Write a homework plan with your child the first week of school. Decide on a time (approximately 1 hour), a place (quiet), and consequences for doing/not doing homework.
2. Inform the teacher immediately if a problem appears to be affecting homework. Example: chronically forgotten or incomplete list or not packing the correct books.
3. Carefully check RenWeb for low/late/absent/undone work, discuss grades and work with child, encouraging students to turn work in on time.
4. Contact the teacher if concerns or questions arise over the grades and/or conduct recorded in RenWeb and listed on the Assignments Report.
5. Show an interest in the work and what is going on in school.

## HOMEWORK FACTS

1. Homework and class/seatwork assignments will constitute 40% of the final grade for each subject. Tests, quizzes, special projects and reports are 60% of the grade. ***Parents and students should check RenWeb regularly to ensure assignments have been turned in.***
2. Late assignments receive only 70% of the corrected grade (illnesses and emergencies are exceptions).
3. **Late assignments will only be accepted during the first half of the first trimester** and must be turned in as soon as possible (no later than the Monday following an absence). After the first midterm, late work will no longer be accepted, and all assignments not turned in on time will remain a permanent grade of 0%.
4. Late and/or absent assignments not handed in by the Monday following the absence will receive a permanent grade of zero.
5. Homework may not be corrected, unless otherwise stated by teacher. On the rare occasion that corrections are allowed, the original grade and the corrected grade will be averaged together.
6. Homework considered by the teacher to be too messy or not to follow given directions will be returned to the student and will be recorded as 0%. This 0% may be made up as a late assignment during the first half of the first trimester (after the first midterm, late work is no longer accepted - see numbers 2 and 3 above).
7. Any assignment handed in without a name will be considered a 0% and placed in the "unclaimed" bin. This will show up on RenWeb as a 0%. If retrieved, identified, and turned in after the assignment is returned to the class, it will be considered as a **late** assignment and graded accordingly (see #2).
8. It is the student's responsibility to check RenWeb and make sure all tests for which they are absent are made up. **Any "absent" test not made up in a timely manner upon return will become a permanent test grade of 0%.**



## EXTRA CREDIT POLICY

### Individual Extra Credit Projects are not allowed in fifth grade.

In fifth grade, students must take on more independence and be the primary person responsible for their own education. They need to focus on doing the assigned work and studying for tests. Students need to learn the study skills necessary to achieve their educational goals. Occasionally, however, I may assign class-wide “optional” assignments. These assignments, should the student choose to do them, would be counted as Extra Credit. The teacher will inform students as to how the assignments will be included in their grades.

## Plagiarism Policy

Plagiarism is the act of claiming someone else’s work or ideas as your own. This includes students getting too much “help” (from parents, tutors, sibling, websites, etc.) so that the work no longer uses their own wording or shows their own understanding.

Plagiarism is unfair to everyone involved and is not acceptable.

### If the teacher suspects that work submitted is not the student’s, the student must:

- redo the full assignment for late credit on the 1st offense
- receive no credit (0 %) on the 2<sup>nd</sup> offense
- receive no credit (0 %) and a detention on the 3<sup>rd</sup> and every additional offense

## BOOK POLICY

**Your child has the same number in all of his/her books. He/She will be held accountable for that number at the end of the year.** If your child does not have that numbered book, they will be charged as having lost the book they were given. They need to be careful throughout the year that they don’t mix up books with another student. Thank you for your help in this area.

All books must be covered throughout the year, including soft back books – they are not very sturdy, and this helps them last through the year. Two pocket folders without clasps do this job well (and are on the supply list). Self-sticking covers (even the new temporary variety) are **not appropriate** for hard cover books, as they will damage books. Cloth book covers are acceptable (and are on the supply list) for hard cover texts, but please ensure that they are big enough for the book (the Dictionary and Social Studies books require the largest size or the binding may be damaged).

**All hard cover texts and the soft cover Religion book may not be written in.** The Math workbook may be written in. We hold students responsible for all damaged or lost books, so please go through all the books with your child now and write down if you think the book is already damaged. Be specific (for example: Bible has torn binding).