Mrs. Osborne’s classroom policies
Welcome to a new and exciting school year! I am very happy that your child is in my class. In order to have
the best year yet, each student must come to school ready to learn. I use a color coded card pulling system to determine
your child’s conduct grade each day. I will put your child’s numerical/ letter grade in his/her agenda daily. Listed
below are my classroom policies and consequences. If you have any questions or concerns, please feel free to contact
me by note, call me at home 643-7554, or contact the school to set up a conference.
School Wide Rules
Be Safe Be Responsible Be Respectful
Classroom Rules
1. Pay attention and follow directions. 2. Listen when others are talking. 3. Keep hands, feet, and objects
to yourself. 4. Use quiet inside voices. 5. Be respectful. 6. Take good care of all property. If a student is
misbehaving and not following the rules they will be asked to” pull a card”: The color card system and the
consequences are listed below. I will write your child’s conduct grade in his/hers agenda each day. If your child does
not get a “100” for conduct, I will write a note in the agenda to let you know which rule your child was not following.
Consequences
First time: White card = Warning (conduct grade for the day 100/A)
 Second time: Yellow card = five minutes no talking at lunch (conduct grade for the day 90/B)
Third time: Green card = loss of lunch time talking (conduct grade for the day 80/C)
Fourth time: Orange card = lose fun activity and a note sent home (conduct grade for the day 70/D)
Fifth time: Pink card = phone call home, lose fun activity, and no talking at lunch (conduct 60/F)
Homework Policy
 Each day your child will write his/hers homework in their agenda. All homework assignments for that week
along with vocabulary words and spelling words will be written in the agenda. Occasionally, I will write reminders and
notes in the agenda. It is very important that you help your child be responsible for their agenda! Each student will
also be given a Homework Folder and should bring homework home in the folder everyday it is assigned. Please look
in your child’s Homework Folder each day for work that was completed at school and homework assignments.
Homework is a very important part of learning! Encourage your child to do his/her best work everyday!
Graded Paper Policy
 Graded papers will be sent home every Thursday with your child. They will be sent in an Aiken Elementary
folder marked as the “Graded Paper Folder”. Attached will be a sheet informing you of your child’s grades for the
week. Grades will consist of weekly quizzes in reading, math, science, health, social studies, spelling, handwriting, and
composition. Conduct grades will be written in the agenda daily. They are denoted by a numerical grade. (Please see
the discipline information for more clarification on the card system). Numerical grades will be given in reading and
math, while an MS (meeting standards), MPS (making progress towards standards), or NMP (not making progress
towards standards) will be given in ELA, science, health, social studies, spelling and handwriting. Please read in the
agenda for more information on grading. You will need to sign the top sheet attached to your child’s graded papers and
return the sheet in the folder on Friday. Please look through these papers carefully with your child and review them as
needed.
Agenda Information
 This year each student will have an Aiken Elementary Agenda that will be brought back and forth to school
each day. This Agenda will allow for an open line of communication between school and home. The Agenda is set up
like a weekly planner/calendar with spaces to write each day. Each day your child will write about something they did
in school or homework for that day. Please have your child share this with you at home. After you have checked both
your child’s homework folder and his/her Agenda, please initial in the “School Talk Box” located on the right side of
the agenda beside the spiral binding for that day. I will be checking your child’s homework folder and Agenda daily.
Feel free to write comments or questions in the “School Talk Box”. Any notes about behavior or discipline will be
written in your child’s Agenda when needed.