Here is some helpful information to aid you:

\*Lunch for our class will be from 11:00 - 11:30.

\*We will begin morning work promptly at 7:50 each day. Then the students will have breakfast from 8:10 – 8:30. Please make every effort to be at school on time.

\*Please let us know in advance of any transportation changes for your child.

\*The school must have a written note from you if your child needs to have medicine administered at school. The school nurse is in charge of administering all medications. Any medications that are taken on a regular basis must be kept with the school nurse.

\*Please familiarize yourself with my classroom rules, the school-wide rules, as well as, our school-wide discipline plan. Thanks in advance for your help!

\*Please feel assured that if discipline is a chronic problem with your child, you will be contacted by phone and/or a note home. Behavior sheets will be sent home daily and are very informative to parents regarding your child’s behavior. Please discuss your child’s behavior sheet with them, talk about ways to improve it**, initial the sheet and return it to me each day.** It is most important that you get into the habit of initialing and returning this sheet **each and every day**.

**\***Homework will be kept to a minimum. I do encourage you to practice sight words and read at least one book each night in addition to the other homework that I send home.

\*Papers will be sent home once a week. Please spend time with your child looking at his/her schoolwork. Notes are sent home occasionally by the office to let you know of upcoming school events, so it is a good idea to let your child bring a book bag every day, and get into the habit of checking for notes, etc. Mrs. Chapman and I do not have time in the mornings to check students' book bags, so be sure to remind your child of notes that you have for me.

\*Monthly newsletters will also be sent home to keep you informed of what we’re doing at school.

**\*Please do not allow your child to bring toys from home to school.**

\*Please feel free to contact me any time you have a concern about your child’s progress or behavior. I cannot take phone calls during class time, however I can take phone calls during my planning from 10:00 – 10:50. The school phone number is 706-456-2546

My e-mail address is [kburdette@taliaferro.k12.ga.us](mailto:kburdette@taliaferro.k12.ga.us). I do check this periodically during the day.

Katherine Burdette