

Upper Elementary  
Classroom Handbook  
2017-2018  
Redeemer Lutheran School  
“Honoring Christ Through Excellence”

Welcome . . .

Fifth and Sixth Graders!

How blessed and excited we are to be teaching at Redeemer Lutheran School. We are looking forward to the 2017-2018 school year and the opportunity to get to know all of you.

We have prepared this classroom handbook to help all of us know what to expect from each other. If you ever have any questions or concerns, please know that we are available and want to hear from you.

Our theme this year is “Every Knee Shall Bow!” based on Philippians 2:10-11, “*At the name of Jesus every knee should bow, in heaven and on earth and under the earth, and every tongue confess that Jesus Christ is Lord, to the glory of God the Father.*” Bringing God’s Word to our students brings Jesus to them. It is our prayer that the Holy Spirit will work through the Word so members of the RLS family will learn to believe and trust Jesus for their salvation, and bow their knee in His presence.

In Jesus’ name,

*Mrs. Carol Schumacher, 5<sup>th</sup> Grade Homeroom Teacher*

*Miss Julie Kuehm, 6<sup>th</sup> Grade Homeroom Teacher*

*Mr. John W. Snyder, Teacher*

*Mrs. Gail Holzer, Principal*

An Overview for Parents and Students . . .

Redeemer Lutheran School’s Upper Elementary program is an educational program specifically designed to meet the unique needs of early adolescent learners. It is a comprehensive program that addresses the spiritual, physical, social, emotional, and intellectual, needs of the students. The major goal of the Upper Elementary program at Redeemer is to establish a curriculum and learning environment that maintains a balance between the continued development of learning skills, the acquisition and application of knowledge, and the spiritual and personal development of the student.

Key elements of the Redeemer Lutheran Upper Elementary program are:

1. A focus on the total spiritual, social, intellectual, physical, and emotional development of the student.
2. A curriculum planned around the needs and interests of the learner.
3. A variety of learning experiences.
4. The development of skills for continuous learning.
5. The promotion of the physical well-being of all students.
6. An orientation to the community and the world surrounding the student.

## Expectations

As students become older, it is only logical that standards for their academics and behavior will be raised in age-appropriate ways. The Upper Elementary classes are an important bridge between the elementary years and the middle school years. It is our goal to assist our Upper Elementary students in preparing themselves to meet the many different demands of middle school.

Students will be properly prepared for each period. They will have the necessary learning materials and will have their homework completed and ready to hand in. *More details on homework and missing assignments follow this section.*

Students are expected to use good study skills in school and at home. To gain the most from each class, they will want to exercise good listening skills and give their full attention to learning activities. They will properly follow directions, whether written or oral.

Students will exhibit Christian behavior in class, in the halls, in the restrooms, and on the playground. Pushing, shoving, cruel teasing, bullying, sarcasm, and “put-downs” are unacceptable behaviors and therefore are not tolerated at Redeemer. Consideration, kindness, and compliments will build a strong Upper Elementary school!

Supply lists are available to students before the start of school. Students should be sure to replenish supplies (i.e., paper and pens) as they are consumed. All hardcover books must be and remain covered throughout the year.

Assignments will reflect the student’s pride in their work. They will be done neatly and properly and headed according to the style guide given in class. All words should be correctly spelled, and sentences should be complete and grammatically correct. All work will be done in pencil, unless specified by the teacher. Students are expected to do their best work on every assignment.

## Curriculum

Students in the Upper Elementary grades will receive instruction in the following subjects: Biblical Studies, Science, Language Arts (reading, grammar, spelling, writing), Math, Music, Social Studies, Art, Physical Education, Computer Application, Spanish, and Memory Work.

## Subject Areas

**Biblical Studies** offers an overview of the Bible with practical applications to challenge the student’s spiritual walk. Early church history and a study of the Reformation will also be included. The objective at every level is that the students know Jesus as their loving Savior by studying and learning from the Scriptures.

- **Memory Work** includes Bible verses, parts of *Luther’s Small Catechism*, and various hymn verses.

**Language Arts** includes literature, grammar, writing, and spelling.

- **Reading/Literature** includes literacy skills, comprehension, interpreting and evaluating information, all taught using a variety of literature. The elements of a story and vocabulary development are vital components in the curriculum. Novels are explored and studied in each grade.

- **Grammar/Writing** includes the study of the parts of speech, and the use of the writing process; pre-writing, drafting, revising, editing and publishing are emphasized in order to develop effective written communication skills. Students will also use their creative writing skills to generate work in various subject areas.

**Mathematics** instruction includes numbers and operations, measurement, geometry, algebra, statistics, data analysis, probability, problem-solving strategies (word problems), mathematical reasoning, and real world connections.

**Social Studies** curriculum for fifth grade includes history, geography, economics, government, citizenship, culture and science, technology and society, of Pennsylvania, and the United States. Social Studies curriculum for the sixth grade is based on a study of Ancient World cultures.

**Science** curriculum, includes the study of God's creation in the fields of Life, Physical, Earth and Space Sciences. Life Science focuses on animals and ecosystems. Physical Science focuses on properties of matter, magnetism and electricity, energy, and light and sound. Earth and Space Science focuses on the solar system, rocks and minerals, erosion and pollution.

**Physical Education** involves all students weekly. Habits for life-long fitness and exercise are encouraged, as well as an awareness of maintaining wellness and wholeness. Students are evaluated on participation, sportsmanship, teamwork, personal effort, and proper dress. In Physical Education classes, students are to be dressed for physical activity. Tennis shoes must be worn for gym class.

**Art** work is also assigned across the curriculum as part of projects and reports. Art classes are held weekly.

**Computer** skills are taught in order to provide valuable tools to enrich and enhance student learning.

**Vocal Music** - Students explore the elements of music consisting of dynamics, tone color, tempo, duration (rhythm), pitch, texture, form and style. There is an emphasis on American composers and American styles throughout history. Students are required to perform in the Christmas Concert as part of their music grade.

**Instrumental Music** - All students will become proficient in playing chimes and guitars will be introduced. All instruments and music books for the 5<sup>th</sup> and 6<sup>th</sup> grades are provided for each student.

## Additional Programs

Students in fifth and sixth grade will participate in an overnight outdoor education experience at Lutherlyn Retreat in the spring. The cost for this trip is additional and incurred by the parents. All students are expected to attend, and parents are usually needed to chaperone. The cost of the trip is about \$75, and includes all expenses.

Students in need of remediation in reading and/or math will be referred to the Allegheny Intermediate staff for evaluation and services. A school counselor is also provided by the AIU, and parents, students, and teachers are able to request their services. The counselor will not see an individual student without parental permission.

## Homework

We believe that students can profit by developing the habit of home study. It is difficult to establish a fixed, rigid policy for the amount of homework that students should have each night. We find that some children will complete an assignment in a short amount of time, while others may take much longer. However, a

common rule of thumb would be that a student may usually have about 10 minutes of homework each night multiplied by the grade level of the student (i.e., a fifth grader would have about 50 minutes per night, a sixth grader would have about 60 minutes per night etc.).

If your child is consistently working more than an hour and a half on homework, it may be wise to check for distractions such as TV, music, cell phone, computer games, recreational computer use, phone calls, etc. If the problem persists, parents should contact the teacher for suggestions and help.

Each student is issued a planner in which to record the daily assignments. Students are expected to write daily assignments in their planner to reference when at home and show their planner to a parent each school day. Assignments are also posted daily on TADS to assist parents in holding their child accountable. Parents can also help their child plan ahead to complete long-range assignments, or study for tests.

## Late or Missing Assignments

Learning to honor a deadline is a very important life skill. It is expected that students will complete assigned work on time.

There will, of course, be rare occasions when the homework is justifiably not completed (i.e., a family emergency). Any such occurrences should be communicated to the teacher in writing or phone call by the parent. Again, such situations would be highly unusual.

In any other situations when homework is not completed on time, the completed work must be returned the next day. Homework that is completed on time and is accurate will receive the full 100%. Deductions are taken for incomplete assignments. Assignments for students in fifth grade turned in one day late will receive a 20% deduction; assignment two days late will be completed during school and receive a 50% deduction. Assignments for students in sixth grade turned in one day late will be credited with a 50% percent deduction. If the completed work is not returned the next school day, the student will receive a grade of 0% for the incomplete work and serve a silent lunch. If a student receives three incomplete assignment notifications within five school days, he/she will be required to serve an after-school detention for one hour.

It is our sincere hope that our students will utilize their planners, listen in class, ask questions to clarify assignments ahead of time, use their in-school study time wisely, and exercise the good organizational skills that they have spent their earlier school years learning and practicing. We look forward to the opportunity to praise our students for their responsible approach to their homework and for the success that will surely follow.

## Technology

Chromebooks are used in the upper elementary classroom. Each student will be assigned a Chromebook to use and may not use another one without permission from a teacher. All students must comply with technology policies as written and agreed upon during the enrollment process. Parents will be financially responsible for equipment that is broken due to their child's misuse or lack of proper care.

Any student purposely abusing the privilege of using the Chromebook will lose the privilege of using the Chromebook for a time period determined by the teacher.

Each student will receive an email address and a Google account that needs a username and password to acquire access. Each student will receive this information.

Go to: [Docs.redeemer-oakmont.org](https://docs.redeemer-oakmont.org)

Username@redeemer-oakmont.org

Password

## Absent Work

After an excused absence a student has two days for every day absent to complete missed assignments. For example, if a student is sick for two days, he/she has four days to complete the work. Assignments made before an absence, are due upon the student's return. Tests that were already scheduled during the time of an absence, must be taken the day they return.

## Cell Phone and Electronic Devices

Cell phones and electronic devices are to be checked-in to the office when arriving and picked up when leaving school. Electronic devices are prohibited in class.

## Grading

Student progress is reported as a letter grade in academic content areas on the quarterly report card.

A - 94 - 100	O for outstanding
B - 84 - 93	S for satisfactory
C - 74 - 83	P for progressing
D - 64 - 73	N for needs improvement
F - 63 - or less	

To keep parents informed regarding the progress of their student(s) grades will be posted on TADS. Parent/Teacher conferences will be held twice a year.

## Honor Roll

To recognize outstanding academic achievement on the part of those students in Grade 5 and above, the following applies:

- Students earning a 'B' average or better will be eligible for the 'honor roll.'
- Students will be evaluated in the following subjects: Biblical Studies, Memory Work, Mathematics, Science, Language Arts, Spelling, Social Studies, Music, Art, and Physical Education.
- Music, Art and Physical Education classes will be weighted as 1/3 of a core curriculum grade toward the grade point average.
- To qualify for honor roll, a student may not have below a 78% in any subject area

## Classroom Communication

Weekly newsletters, monthly calendars, and the class website provide information about the activities in the classroom. Our online grading system, TADS, provides parents access to their child's assignments and grades as well as documents and information on the digital locker.

## School Guidelines

All school rules, as stated in the family handbook, also apply to the classroom.

## Classroom Guidelines

1. **RESPECT** - At all times, in words and actions, respect God, others, yourself and property.
2. **RESPONSIBLE** - Be responsible for completion and submission of assignments.
3. **READINESS** - Be prepared and participate in learning activities.

Teachers will model and build respect in their classrooms. We want to help students reach their fullest potential; therefore, we will discipline using methods that will not hinder the development of confidence, feelings of self-worth and interpersonal relationships. We will enhance Christian values, age-appropriate development, and self-control in our students. Incentives will be offered and given when expectations are met. Consequences will be used when it is necessary to remind students that their behavior does not meet expectations.

### **Consequences**

The consequences for not adhering to school and classroom guidelines may include warnings, a silent reflection and \*plan time, a privilege revoked, removal from activity, detention, a parent contacted, and/or a principal meeting.

\*Plan time is a time the student will write down what happened and what choice would have been better.

### **Rewards**

To help our children know they are a loved, valued child of God, we will work to create a positive classroom environment. When children are cooperative and following classroom guidelines and procedures; acknowledgment, praise, and rewards will be given to reinforce this Godly behavior and good choices.

### **Procedures**

#### **Morning Procedures – Begin upon arrival**

- Upon arrival go directly to the classroom
- Unpack your needed materials from your book bag and put them into the proper places in the classroom.
- Sharpen enough pencils for the morning – at least two.
- Gather any needed materials for the morning classes, including a book to read and assigned task for the morning.
- Place book bag away.
- Work quietly on assigned task or reading until time for devotions, or go to breakfast if you have a ticket to buy.

#### **Afternoon Dismissal Procedures – Begins at 2:50 p.m.**

- You will be asked to put away all afternoon material not needed for homework and return your assigned seat.
  - Review your assignment book
- You will be dismissed in small groups to the following tasks: “home folder” and “mail box” and “backpack.”
- Once you have finished a task return to your assigned seat and wait to be dismissed.
  - Dismissal will begin at 3:00 p.m.

### **Being Prepared**

Morning procedures begin at 8:05 a.m. Daily devotions begin at 8:15 am. It is very important that you arrive at school prepared by 8:05.

### **Assignment Notebooks**

You will be required to write down all assignments in your assignment book and take it home daily. You should always show your assignment book to one of your parents, but for the first quarter of school, you will

be required to have your parents sign your book. After the first quarter, if your assignments were completed on time, and were accurate, you will not need a parent's signature. However, if your homework starts coming in late or incomplete, the teacher will require your parent's signature. Remember to write down all important information needed to complete an assignment. This may include; projects, field trips, and materials and supplies needed for class.

## Classroom Equipment

The equipment in the classroom is there for your benefit; however, you should always ask permission to use it. If the teacher is busy, do not assume that you will be allowed to use the equipment.

## Addressing the Teachers

You should always address your teacher respectfully and never shout across the classroom to speak to a teacher. Always go to them and address them, or raise your hand. Some of you may know some of the teachers on a first name basis; however, when you are in school, you should refer to them by Miss, Mrs. Mr. or Ms. and their last name, unless instructed otherwise.

## Classroom Jobs

You will be assigned classroom jobs. Assigned jobs will change weekly.

## Conflict Resolution

***“Be kind and compassionate to one another, forgiving each other, just as in Christ God forgave you.”***  
(Ephesians 4:32)

Communication is so important in our relationships with each other. If you are having a problem with another student, a teacher or someone at home, go to them and talk it out.

Forgiveness is necessary in a good relationship. We are all sinners, and we all make mistakes, including your parents and teachers. Through Christ we receive forgiveness and are in turn able to forgive. When anger and hatred grab hold of our hearts, we put ourselves in a “prison.” Forgiveness is our release.

We prefer that if you have a problem with someone, you speak to them first. If you cannot work it out, we will be more than happy to speak with you and provide guidance. If your problem is with one of us, please do not be afraid to speak with us. We are always available to listen.

Redeemer Lutheran School

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## **The Lord's Prayer**

Our Father, who art in Heaven,  
Hallowed be Thy name.  
Thy Kingdom come,  
Thy will be done on earth as it is  
in Heaven.  
Give us this day our daily bread,  
And forgive us our trespasses  
as we forgive those who  
trespass against us.  
Lead us not into temptation,  
but deliver us from evil.  
For Thine is the Kingdom,  
and the power,  
and the glory,  
forever and ever.  
Amen.

## **The Apostles' Creed**

I believe in God, the Father Almighty, Maker of heaven and earth.

And in Jesus Christ, His only Son, our Lord, who was conceived by the Holy Spirit, born of the Virgin Mary, suffered under Pontius Pilate, was crucified, died and was buried. He descended into hell. The third day He rose again from the dead. He ascended into heaven and sits at the right hand of God, the Father Almighty. From thence He will come to judge the living and the dead.

I believe in the Holy Spirit, the holy Christian church, the communion of saints, the forgiveness of sins, the resurrection of the body, and the life everlasting. Amen.