

## **BACKPACK COMMUNICATION**

Every day your child will bring home a folder in his/her backpack. This folder will contain all notes and discipline information. **The calendar will need to be initialed by a parent every night.** To keep the lines of communication open, please check your child's backpack and folder daily. Please insert your notes inside the folder as well (we do not check backpacks, just folders). It is extremely important for your child to bring the backpack and folder to school daily. This is an organization skill that your child needs to practice on a daily basis.

## **CONFERENCES**

If you need to meet with a teacher, please call the school at 682-867-0100 to schedule an appointment. We will return your phone call as soon as possible. You may also e-mail your child's teacher by checking the AISD website and looking up your child's email address. Our conference period is from 11:45a.m. - 12:35p.m. If necessary, we can also schedule conferences after school.

There will be 2 kindergarten conferences scheduled: a group conference and an individual conference. The group conference will be held during the first weeks of school (you will receive and invitation to this group conference). The second conference will be scheduled in October or November to discuss your child's progress and to go over the kindergarten report card with you. We can also set up conferences as the need arises. Please feel free to contact us when you have a question or a concern.

***WHEN VISITING OUR SCHOOL, ALL VISITORS MUST SIGN IN AT THE OFFICE AND WEAR A SPECIAL BADGE. ANY VISITOR IN THE HALLS WITHOUT A BADGE WILL BE ESCORTED BACK TO THE OFFICE. THIS GUIDELINE IS FOR THE PROTECTION OF OUR CHILDREN.***

## **REPORT CARDS**

Report cards are given out during the second, fourth, and sixth six weeks. Please note that this is different from grades 2-6. We will send the report card in an envelope. Please sign the back of the report card and return the envelope and the report card to the teacher within 2 days. You keep any other inserts included inside the envelope.

## **PROGRESS REPORTS**

You will receive a progress report at the end of the first, third and fifth six weeks. If the teacher has concerns about your child's progress in any area, you will receive a progress report at the end of any three-week period during which the child is having difficulty.

## **BOOK ORDERS**

When ordering from book clubs, return your order with your child's name written on the form(s) and cash or a check **made out to Scholastic..NOT West.** Please send all book orders in an envelope labeled "Book Order". Book orders take two to three weeks to return. We will send the books home with your child when they arrive. If you ordered from several book clubs, your order may not all come home at once.