**PARENT CONTRACT –**



Please review and return. This form will be posted on Weebly for your review.

To make our school year efficient, this is a contract outlining your responsibilities as a parent. Franklin Academy believes in working closely with parents to ensure students have a positive academic experience.

**SERVICE HOURS – Parents are required to complete 8 service hours.**

Under the Service Hours tab on our classroom Weebly, you will find opportunities in our classroom as well a link to the Franklin Service Hour page where opportunities are posted for help needed around the school.

**PARENT/TEACHER CONFERENCE AND COMMUNICATION**

Franklin Academy requires two parent/teacher conferences per student. We will be holding parent/teacher conferences in the fall and spring. Please refer to the SignUpGenius that will be provided a week prior to the available conference dates. If you have concerns and would like to schedule a conference throughout the school year, please contact me directly by email or write a note in the agenda.

1. **AGENDAS**

It is your responsibility to check and sign the agenda daily. Please look for notes from the teacher or other important information. Please keep in mind that work may be sent home to be completed and extended day learning activities may be assigned as needed.

1. **NEWSLETTERS**

It is your responsibility to check the Weebly website for the updated weekly newsletters.

1. **TAKE HOME FRIDAY FOLDER**

It is your responsibility to review any work that is sent home. Any assessments with a score below 70% will need to be signed and returned. All other work can be kept at home.

**ATTENDANCE AND TARDY PROCEDURES**

Please refer to page 9 of the parent/student handbook for school-wide policies on absences and tardies.

-**Please be advised beginning the third week of school parents will need to park and sign tardy students into the office upon arrival.**

* The importance of regular attendance cannot be over-emphasized, but students should not be sent to school when they are ill.
* If your child is absent, he/she will have 2 days to make up the work for each day absent. Late work will be graded and 10% deducted for each day late up to 5 days. If there is no attempt to complete the work, a zero will be recorded.

**TOYS**

To help keep your child focused during the school day, please keep toys at home. This includes but is not limited to Pokémon cards, stuffed animals and any other non-academic items. Anything confiscated by a teacher will be returned in June.

**DRESS CODE**

Please refer to page 18 of the parent/student handbook. Please be cognizant that the uniform policy will be strictly enforced this year. Pay close attention to jackets, shoes, and socks.

Mrs. Lee

3rd Grade – Room 105

Email: lee.dawn@franklin-academy.org

Weebly: fa-lee.weebly.com

**Please cut on the dotted line and return to school by Friday August 17th**

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\_\_\_\_\_ Check if you would like a paper copy of the weekly Newsletter.

\_\_\_\_\_ Check if you do not have at home internet access.

Parent Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_