

Social Circle Elementary School
COMMUNICATION PLAN
2020-21

Agendas will be used daily to communicate:

Upcoming events such as quizzes/tests/assemblies/recognitions

Daily homework for individual classrooms

*Students will be responsible for recording information in the agenda daily. Book titles can be recorded daily by students.

*Teachers will be responsible for checking the agenda daily and communicating with parents either in writing or through a phone call if the child is not doing his part.

Wednesday Folders

Graded papers - signed by the parent and returned (Staple papers, and attach a parent signature form/stamp)

Announcement flyers

Progress reports/Report Cards

Teacher's Weekly/Monthly Newsletters

Current topics of study by content area

Announcements (PTO, school events, etc.)

Homework/Quizzes/Tests

Exploratory Schedule

Upcoming team events - projects, novel studies, parties

*Find out how parents would prefer to get the newsletter.

_____ Paper copy _____ Electronic _____ Language other than English

Website

Resources

Teacher Contact information

Useful links by content area for enrichment

*Any general notification (such as SSA, PTO, FEC) should have a header with Social Circle Elementary School at the top. (Not SCES)

DOJO

Daily behavior report (with notes when necessary)

Classroom Reminders

Individual Parent contact (behavior, assignments, questions, etc.)

