

General

- **All of my lessons can be found at my website emilyanimated.com**
 - If you have any issues with technology please call Lindsay at the front desk ext. 6000 and she'll send help!
 - Use the browser on the smartboard to get to google and from there enter my website info
 - On my website there is a section labeled teaching. Under this tab you'll find my sub plans
 - Each grade has a link to a video. They are to watch the video and follow along. Pass out paper after letting them know I'm not there and then you can play. It may need to be paused.
 - If all else fails, my disney plus log in is
 - My email - animatedemilyj@gmail.com
 - Password - Emilyj01!
- If you have any questions or concerns please feel free to text/call me at (302)468-9250. Students should come in and sit on the carpet. Please go over instructions and hand out paper. There is copy paper in the back of the classroom in the sink if you need more. If kids would like to sit on the carpet they may take a clipboard from the bottom drawer of the cabinet closest to the door.
- **Instructions for videos:** Please remain quiet while the video is being played. If you need to pause the video please raise your hand. When you are coloring you may talk quietly at your table
- Stickers are **not** to be given out. If there are any students who you think may deserve one please write their name down, otherwise please do not let them touch them. They know that when I am gone they are not getting stickers even if they ask.
- My pencil sharpeners are all the way in the back of the room next to the phone. While I try to avoid it sometimes the younger grades think it's funny to play with them, please monitor the use of the pencil sharpener as they are fragile and break super easily!
- **Extra Materials**
 - If you run out of anything the closet is open. Please be careful as it too is super messy. There are extra pencils and erasers in the crayon cabinet next to my desk.

- **Bathroom**
 - One student may go to the bathroom at a time. They should already be aware of this rule.

- **Nurse**
 - Per the new nurse's rule, unless a student is actively vomiting, has a broken bone or is otherwise visibly ill we are asked to keep them in the room. I have a box of bandaids in the top left drawer of my desk if any paper cuts happen.

- **Student Helpers**
 - I've listed the names of student helpers next to their class period. Should you need help with finding anything in the room or passing out supplies i suggest them!

Schedule and Student helpers if needed

8:45-9:00 Morning Duty (Monitoring side doors)

9-10:20 Planning

10:20-11:05- Second Grade (Allie or Cammy)

11:05-11:50 Kindergarten (Gianni or Skylar)

11:50-12:20 lunch

12:20-1:05 First Grade (any of them! Best class of the day!)

1:05-1:50 Fourth Grade (Wyatt or Evan)

1:50-2:35 Third Grade (Madison or Maieva)

2:35-3:05 Fifth Grade (Adalyn or Harper)

Afternoon duty - check the orange hallway to make sure each classroom is out of their rooms when busses are called. Let carmen know at the blue orange office when all of the orange hallway is clear.

Thank you so much! -Emily Jones