

Absences

Carryall Caddy

Need an efficient way to organize assignments for a student who will be absent for an extended period of time? Cover a six-pack soda bottle carton with construction paper and colorful stickers. Put each day's assignments in a different slot, or arrange the assignments by subjects as shown. What an easy way to keep track of all those papers!

Colleen Dabney
Williamsburg Christian Academy
Williamsburg, VA



Absent Students

To solve the problem of locating extra reproducibles for a student who has been absent, I simply ask the student what day(s) of the month he missed. I keep 31 folders in a box—one folder for each day of the month. I make a few extra copies of each reproducible and place them in the appropriate folder. Students who have been absent can quickly locate the folders that contain their make-up work.

Brenda Pendleton
Ann Whitney Elementary
Hamilton, TX



Keeping Tabs on Absent Students

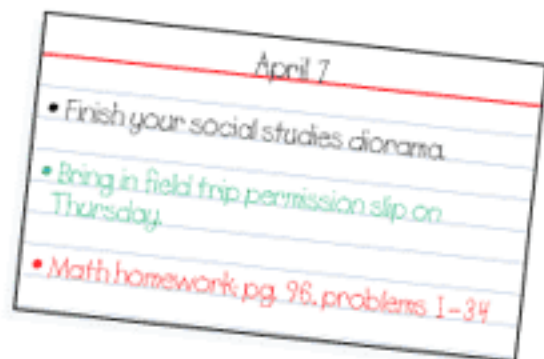
Whenever a student is absent, I clip her reproducible assignments to an "absent work" form so that the student knows exactly what she's missed. If a lesson did not involve a reproducible, I have another student write the assignment on the space provided on the form. This keeps me from using up my limited supply of paper to run "a few extra" copies for each absent student.

Cynthia E. Britton
Longley Way School
Arcadia, CA

Assignment Center

Add function to your classroom walls with this timely tip. Decorate a large bulletin board to look like a calendar. Also make a seasonal header for each month. At the beginning of a new month, mount the appropriate header above the calendar. Then, before dismissal each afternoon, write that day's date and activities on an index card using different-colored pens: activities in black ink, notes in green, and assignments in red. Staple this card in the corresponding space on your calendar. Beside the display, place an assignment box containing folders labeled by subject. Fill the folders with corrected papers that were handed out while a student was away or work that an absent child needs to complete. After an absence, a student simply checks the assignment center and box to make up the work he missed.

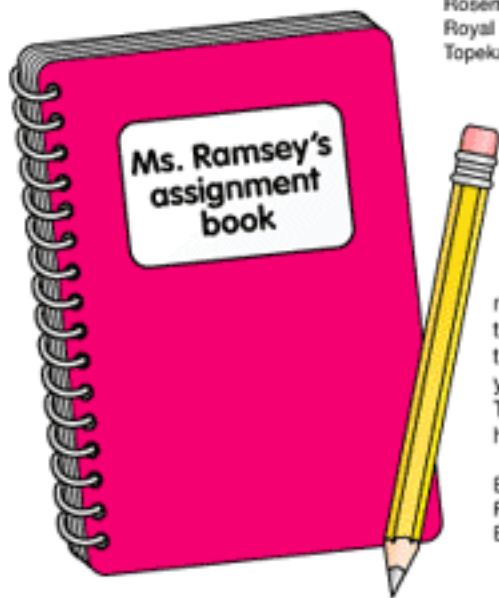
Tamara Benning
Albany, OR



Extra Skill Sheets

If you're tired of trying to track down extra reproducibles for an absent student, this timesaver is for you! In advance, make a few copies of a variety of reproducible skill sheets. Organize the sheets by skill in labeled file folders. Then store the folders in boxes by subject area. When a student who was absent needs a copy of a reproducible assignment, just pull a sheet on the same skill from your set of extras. Also use the extra reproducibles anytime a student needs additional practice on a specific skill.

Rosemary Linden—Gr. 4
Royal Valley Elementary
Topeka, KS



Teacher's Assignment Book

If you spend valuable minutes each morning trying to gather makeup work for a student who's been absent, try this simple timesaver. Purchase a homework assignment book similar to those many schools furnish to students at the start of a new year. Each day, pencil in the assignments you give students. The next time a child asks about makeup work, simply direct her to your assignment book.

Brenda Ramsey
Foley Middle School
Berea, KY