

General Guidelines for Class Parties

1. Party plans are to be made in collaboration with the classroom teacher.
2. Party plans for classrooms within the same grade level do not have to be completely identical, but should not significantly differ. (Teams may prefer that plans are identical, so please check w/the teacher.)
3. Donations of items or monetary donations to help purchase food or craft items must be optional and not required for participation.
4. Grade level team leaders must reserve any locations used beyond the classroom through the office.
5. Per state guidelines, foods typically not allowed (“Foods of Minimal Nutritional Value”) are allowed at the end-of-year party.
 - a. It is preferred that foods be prepackaged due to health issues (i.e., students with specific food allergies, diabetes).
6. Silly string, cascarones, piñatas or other party items that present extensive clean up or safety concerns are not allowed. If in doubt, ask.
7. Any parent communication regarding the party (letter or e-mail) should first go to the classroom teacher for approval. The classroom teacher will get the letter/e-mail approved by admin before distribution by the room parent.
8. The office will need a copy of any flyer sent home. (We maintain a binder of all flyers sent home for reference.)
9. Parties should be scheduled in the afternoon on the last day of school. Fun, structured activities help ensure student safety and a fun end to the year.
10. Many teachers like to close the year with a private class meeting. Please respect this time as teachers say farewell to the children they have come to love!
11. Allow extra time for dismissal so teachers have time to help students ensure they have all of their belongings, report cards, etc.
12. Thank you, thank you to Room Parents and Volunteers! You are greatly appreciated!