

Get ready! Sequence

1 Before you read the passage, talk about these questions.

- 1 What should be done before the first day of school?
- 2 Why is being prepared for the first day of school important?

Mr. Brown's Class

class list

Maria Don Bill
Liz Mar Kim
Barry Jim Alex
Chris Bob Neil

prepare

Kim label

Ben

To: (group email) Kindergarten Teachers
From: Principal Grant
Subject: Welcome Back

Welcome Back Teachers!

I hope you all had a wonderful summer. School starts in three weeks. Make sure you **prepare** properly before school starts. Most importantly, send out your **parent letters** this week.

Include school **supply lists** in the letters. Also include spaces for parents to write in their **contact information**. Ask the parents to bring this to your **introduction** days next week. Also **request** a **change of clothes** for each child. Keep this at school in case the child ever has an **accident**. Don't forget to describe your teaching **philosophy** at your introduction day.

Have your **classroom layout** figured out before introduction day. Create a **seating chart** for your students. Use the **class list** to help you attach **labels** to each student's desk or table space.

I hope you are all ready and excited for the coming year. I sure am! Let me know if you have any questions or need help. And don't forget, our first teachers meeting next Thursday at 6:00.

See you soon!

Principal Grant

supply list

Reading

2 Read the email. Then, choose the correct answers.

- 1 What is the purpose of the email?
 - A to welcome the kindergarten teachers to the school
 - B to tell the teachers what they need to do before school starts
 - C to introduce new teachers to students and parents
 - D to discuss the classroom layout with teachers
- 2 According to the email, which of the following does NOT need to be in the parent letters?
 - A space for parents to write their contact information
 - B lists of necessary school supplies
 - C a request for a change of clothes for the children
 - D the seating chart for the classroom
- 3 What needs to be attached to each student's desk or table space?
 - A the parents' contact information
 - B a label with the student's name
 - C the student's number from the seating chart
 - D an extra change of clothes for the student

Vocabulary

3 Fill in the blanks with the correct words: *prepare, classroom layout, supply list, label, accident, seating chart, contact information.*

- 1 The teacher has to _____ his classroom so he will be ready to teach on Monday.
- 2 The teacher has a(n) _____ so she can remember where each student sits.
- 3 The teacher might change her _____. She doesn't like where her desk is.
- 4 The _____ has everything the students need for school written on it.
- 5 The student had a(n) _____ because he didn't know where the bathroom was.
- 6 Teachers need parents' _____ in case teachers have to call them.
- 7 Each of the students' chairs have a(n) _____ with the student's name so they know where to sit.