



SAU 70
NH / VT

Frances C. Richmond School

63 Lyme Road
Hanover, NH 03755

Jim Nourse, *Principal*
Mike Lepene, *Associate Principal*

March 1, 2011

To: The Parents of the Ray School Fifth Grade

Greetings! Welcome to the Richmond School. Enclosed are the enrollment materials for the 2011 - 2012 school year. The first page provides an overview of the requirements and structure of the sixth grade. Please take a moment and review this page; note the academic and required quarterly and semester courses.

To start the enrollment process, please complete the "Foreign Language and Music Request Form". Because our schedule is built around these courses, we must have your child's requests before any other scheduling can be done.

In addition, you will find a copy of your child's demographic information. This specifically relates to your child and contains the information we currently have in our computer system. Please review this page and make any corrections and/or additions.

To enroll your child in sixth grade at the Richmond School, you will need to complete these two pages and return them to your child's current homeroom teacher at the Ray School by Friday, March 18.

We also invite you to attend an informal meeting on March 7 from 6:00 to 7:00 at the Ray School to discuss the enrollment process and answer any questions you may have. An additional meeting is scheduled in May to introduce the Richmond School sixth grade staff and curriculum.

We look forward to meeting you and your child.

Sincerely,

Jim Nourse, Principal

Donna Largent, Counselor for A - L

John LaCrosse, Counselor for M - Z

Michael Lepene, Associate Principal

**FRANCES C. RICHMOND MIDDLE SCHOOL
HANOVER, NEW HAMPSHIRE 03755**

To: Parents of Incoming Sixth Grade Students

From: Jim Nourse, Richmond School Principal
Donna Largent and John LaCrosse, Counselors
Michael Lepene, Associate Principal

RE: Registration for 2011-2012: Foreign Language and Music Requests

Welcome to the Richmond School! As we begin to register students for the 2011-2012 school year, it is important for you to understand the basic requirements. Sixth grade students take a full-year core academic curriculum: English, math, social studies, science, and French. In addition, they are enrolled in sixth grade music, art, guidance, computer and physical education.

The Richmond School has a 39-period week. A sixth grade student has 31 scheduled periods with the following distribution of courses and periods:

English	5	Physical Education	2
Social Studies	5	6th Grade Music	1
Math	5	6th Grade Art	1
Science	5	Computer	1
French	5	Guidance	1 period for 1 quarter
		Elective Introductions	1 period for 3 quarters

A sixth grade student has 8 periods open each week for electives. Many students choose to take a yearlong music course: chorus, band, or strings. Chorus meets 2 periods/week and band or strings meets 3 periods/week. The remainder of the periods are filled with quarterly electives such as art, woodworking, photography, drama, living arts, studies, and others. Some periods may be filled with special services.

Because our schedule is built around music and foreign language choices, we need your child's choices for these courses now. **Please fill out the attached form and return it to your child's homeroom teacher by Friday, March 18.**

We cannot take individual requests regarding your child's schedule. However, if you have concerns or questions concerning your child's courses for next year, please call your child's counselor: Donna Largent or John LaCrosse; or contact Mike Lepene **before April 1.** Once schedules have been distributed, it is too late to make changes.

Please keep this page. The enclosed forms should go to your child's homeroom teacher at the Ray School by March 18.

**Richmond School
Foreign Language and Music Requests
for 2011-2012: Sixth Grade**

Student's Name: _____ (Please print full name)

Last First

Sending School (What school did your child attend during 5th grade?): _____

I. Foreign Language

All incoming sixth grade students will take French. French is a full-year course that meets five times each week. If your child has an IEP that exempts him/her from a foreign language, please sign below.

French, OR

My child will **not take French** as per IEP.

Learning Specialist's Signature

II. Full-Year Music Courses

Many students enroll in music classes. All music classes are full-year electives which meet two to three times each week. When a student signs up for a music elective, it is assumed that he/she will be enrolled in the course for the entire year. If for some unforeseen reason your child needs to drop the class, this can be done only at the end of the first semester in January.

Note: Schedules are built around music choices; please indicate your child's music choice below. **Occasionally**, it is possible to schedule more than one music class. Please number your choices in the order of importance to you, with "1" being the most important. **Also note, if a child signs up for two or three music electives, there is little room in his/her schedule to participate in the other school electives and/or study periods.**

Enroll my child in: (Please check one or number in order of preference.)

Chorus (2 periods/week)

Strings (3 periods/week), **OR**

Band (3 periods/week) Please circle instrument: drums, trumpet, trombone, tuba, French horn, flute, clarinet, saxophone.

Beginning Band (2 periods/week) Please circle instrument: drums, trumpet, trombone, tuba, French horn, flute clarinet, saxophone.

My child will take **no performing music**.

Parent Signature: _____

**Please return to your homeroom teacher by Friday, March 18.
FRANCES C. RICHMOND MIDDLE SCHOOL
HANOVER, NEW HAMPSHIRE 03755**