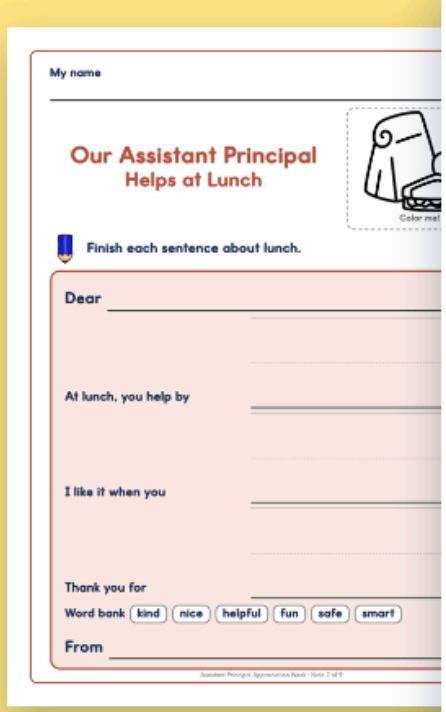
ASSISTANT PRINCIPAL

9 NOTES

APPRECIATION WEEK

3 COLOR POSTERS







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Print at 100 percent

Every page is US Letter, portrait. Turn off fit to page and shrink to fit so the cards and banner letters come out full size. Card stock or bright paper makes them feel special.

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PREVIEW

Appreciation Week Planner

One line a day for what your class will do. Type it in, or print and write.

School _____ Assistant principal _____ Week of _____

Day	What we will do	Who helps	Done?
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Ideas to pick from

- Children color a picture and write a note (pages 6 to 14); color posters are on pages 15 to 17.
- Hang the banner letters by the office door (pages 20 to 23).
- Hand out the staff cards (pages 18 and 19) to the office team.
- Staple the notes inside the class thank-you book cover (page 5).
- Present the certificate (page 24) and send the note home (page 25).

Our own idea

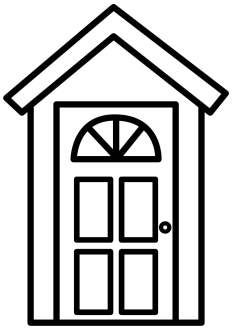
_____

_____

PREVIEW

My name _____

Our Assistant Principal
Keeps Our Halls Safe



Color me!

Finish each sentence about our halls.

Dear _____

In the hall, you _____

Halls are safe when _____

Thank you for _____

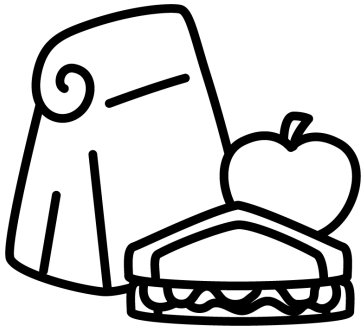
Word bank kind | nice | helpful | fun | safe | smart

From _____

PREVIEW

My name _____

Our Assistant Principal Helps at Lunch



Color me!

Finish each sentence about lunch.

Dear _____

At lunch, you help by _____

I like it when you _____

Thank you for _____

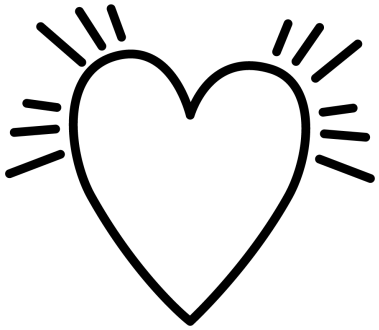
Word bank: kind | nice | helpful | fun | safe | smart

From _____

PREVIEW

My name _____

Our Assistant Principal
Helps Me Make Good Choices



Color me!

Say thank you for helping you make good choices.

Dear _____

You help me _____

From _____

PREVIEW

My name _____

Our Assistant Principal
Helps Us at the Bus Line



Color me!

Write your own note about the bus line.

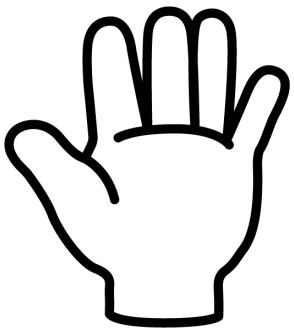
Dear _____

From _____

PREVIEW

My name _____

Our Assistant Principal
Says Hello in Our Halls



Color me!

Write your own note about our halls.

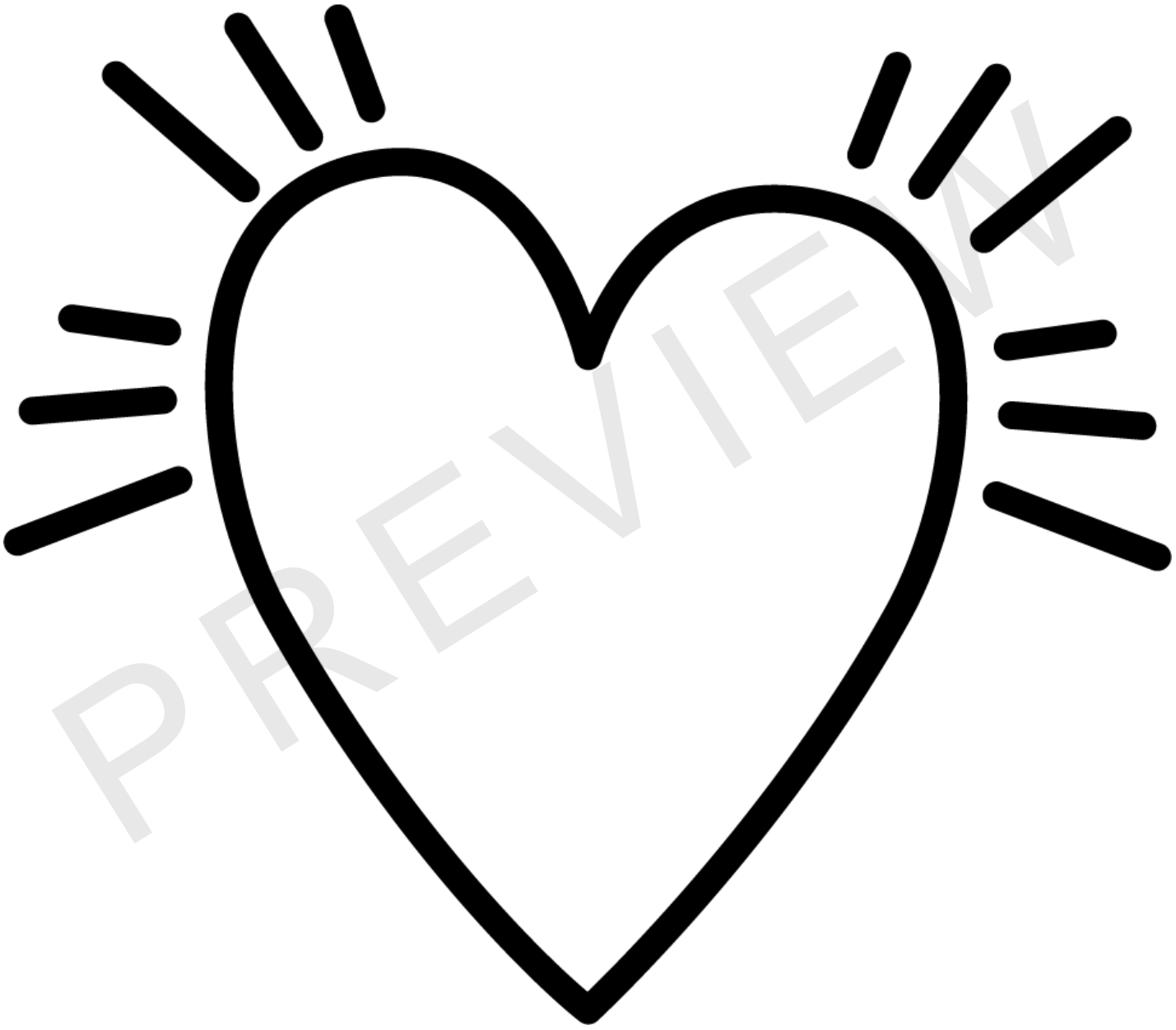
Dear _____

From _____

PREVIEW

WE APPRECIATE

OUR ASSISTANT PRINCIPAL



PREVIEW

Color the picture and the letters. Then sign your name.

From

Date

Staff Cards, Set 1: kid voice

Type the names or write by hand. Print, then cut on the dashed lines.



Thank You!

To _____

_____

_____

From _____



You Make Us Smile!

To _____

_____

_____

From _____



You Help Us Grow!

To _____

_____

_____

From _____



You Are Great!

To _____

_____

_____

From _____



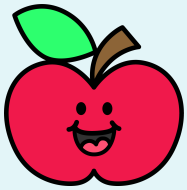
Thanks a Bunch!

To _____

_____

_____

From _____



You Are a Top Apple!

To _____

_____

_____

From _____

PREVIEW

Banner Letters: Assistant

Print, cut on the dashed lines, then tape the letters in order along a string or a wall.



PREVIEW

Banner Letters: Appreciation

Print, cut on the dashed lines, then tape the letters in order along a string or a wall.



PREVIEW

A Note Home to Families

The letter you would otherwise write from scratch. Type your own words on the lines.

Date _____ Teacher _____

Dear families,

This week our class is saying thank you to our assistant principal. Here is what we are doing:

You can help by asking your child:

Our plan

Our class will write notes on _____

If you would like to send something, please send it by _____

Our school's rule about gifts or treats _____

A thank-you from your family (optional)

Thank you,

Name _____

PREVIEW

Thank-You Phrase Bank

Pick a starter, copy it onto a note, and finish it in your own words. 24 starters in 4 groups.

Kid starters

- ☐ Thank you for helping me when ____.
- ☐ I like it when you ____.
- ☐ You make our school ____.
- ☐ My favorite thing about you is ____.
- ☐ You are kind because ____.
- ☐ I am glad you are at our school because ____.

Thank you for

- ☐ saying hello to us in the hall.
- ☐ visiting our room.
- ☐ helping us work it out.
- ☐ being there at lunch and recess.
- ☐ listening to us.
- ☐ keeping our school a good place to learn.

Staff note starters

- ☐ Thank you for the way you ____.
- ☐ Our team is grateful for ____.
- ☐ You made a difference when ____.
- ☐ We could not have done ____ without you.
- ☐ One thing we noticed this year is ____.
- ☐ It means a lot that you ____.

To say out loud

- ☐ Thank you for everything you do.
- ☐ We appreciate you.
- ☐ Your help matters to us.
- ☐ Thank you for being here for us.
- ☐ You make a hard day easier.
- ☐ We are lucky to have you.

My own starters

PREVIEW

A Finished Note and Tracker

Room 8 is an invented class and every name here is invented. Nothing describes a real child.

A finished note: colored in and written by hand



Our Assistant Principal Helps Me Make Good Choices

Dear Ms. Patel,

You help me make good choices.

You say hello to me in the hall.

I like it when you smile at us at lunch.

From Ava

The tracker, filled in

Student	Note page	Written	Handed over
Ava	9	Yes	Yes
Ben	6	Yes	Yes
Chloe	12	Yes	–
Dev	7	Yes	Yes
Eli	10	–	–
Fatima	13	Yes	Yes
Gus	8	Yes	–
Hana	11	Yes	Yes

Totals: 8 students. Written: 7. Handed over: 5. Still to hand over: 2. Not yet written: 1.

Check: 5 + 2 = 7 written, and 7 + 1 = 8 students.

PREVIEW