

Lisa Paradise
District Spelling Bee Coordinator
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December 17, 2013

Dear Families of Thompson School District Spelling Bee Participants,

Congratulations! Your child has been selected to participate in the 2014 Thompson School District Spelling Bee on Saturday, January 25, at Walt Clark Middle School in Loveland. We look forward to this fun event and hope you will be able to join us.

A schedule for the day is listed below. Elementary students compete in the morning. These times are located in the left column. Middle school students compete in the state qualifier in the afternoon. Their times are located in the far right column.

Check-in starts at 7:30 a.m. for elementary students and 12:30 p.m. for middle school students. Please be on time because the written tests will start promptly, and no speller will be allowed to take the test after it already begun. When you arrive at the school, please enter through the main doors on the south side of the building and accompany your child to the table designated for his/her school. The spelling coaches and sponsors will give your student a name tag with an assigned number. Students should wear this tag all day, as this number is how students are identified throughout the day. Once all students from your child's team have arrived, the coach will take the team's entry forms to the check-in area and register. **Every participant must have a signed entry form to participate.** The student entry forms are available from your child's coach.

All children are required to have adult supervision. Parents are responsible for arranging the supervision of their children, except during the written bee when parents will not be allowed in the room while students are testing. During this time students are supervised by prescreened district employees and volunteers. The library and two classrooms will be opened to parents during this time. Students will be released to their adult supervisors between the written and oral portions of the bee and immediately following the awards ceremony. You are invited to observe the oral rounds in the morning and/or afternoon.

In the event of questionable weather, the email provided in your entry form is our means of announcing closures or delays. You may email Lisa Paradise at parali@hotmail.com. We will also be in contact with your coaches.

Saturday, January 25, 2014

Elementary Times	Location: Walt Clark Middle School 2605 Carlisle Drive, Loveland, CO 80537	Middle School Times
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7:30-8:00 AM	Registration/Check-In	12:30-1:00 PM
8:00-8:15 AM	Spelling Bee Information and Rules	1:00-1:15 PM
8:15-9:00 AM	Written Test	1:15-2:00 PM
9:00-10:00 AM	Grading of Written Tests: Students must be supervised by a responsible adult at all times	2:00-3:00 PM
10:00-10:15 AM	Recognition of All Participants, Announcement of	3:00-3:15 PM
10:15 AM-12:30 PM	Oral Rounds and Awards	3:15-5:30 PM

Thank you for your support of our spelling program and for making this opportunity available for your child!