



Spelling Bee 2012

Dear Parent-In-Charge/Parents of Team Members:

We are very excited to be offering the Children's Spelling Bee again this year. Since the Westwood Educational Foundation first introduced the Spelling Bee to Westwood in 1996, we have seen tremendous growth in this wonderful community event. We appreciate the parents' involvement, supporting their children as they prepare and learn to work together as a team with other students. Thank you in advance for your cooperation in helping make this a positive and fun experience for all the children!

The schedule for this year's Spelling Bee is as follows in the Sheehan School Auditorium:

Wednesday, March 7th
4th Grade ONLY: 2:00 pm - 3:30 pm
5th Grade ONLY: 4:00 pm - 5:30 pm

Thursday, March 8th
3rd Grade ONLY: 4:00 pm - 6:00 pm

Arrival: Plan to arrive at least 15 minutes prior to the start of your event. Parents-in-charge will register their teams in the lobby outside the Sheehan School auditorium. You will be given a number for your team and program books at that time. Proceed to the cafeteria and find the seats with the corresponding numbers. Remember that the parent-in-charge is responsible for sitting with the team throughout the competition.

Refreshments: Water will be the only refreshment provided. Please suggest to the children that they have a snack prior to the event. With many teams and guests, it is important to keep the auditorium as clean as possible.

The Bee: Three or four teams will be on stage at a time. Teams will be called up on stage by their team numbers. Please tell the children that the team numbers have no significance and reflect only the order that they appear in the program book. Team members should be reminded that no papers will be allowed on the stage. We will provide pads of paper and pencils. Once all but one team has been eliminated, all four teams will leave the stage. The winning team for each round will be called up later after all of the grade level teams have participated.

Quiet Please: It is extremely important that the teams and observers keep very quiet throughout the competition. Noise can cause major delays in the progression of the Spelling Bee as well as interfere with the ability of the teams that are up on stage to hear the moderator. **In fairness to all teams, entrance in and out of the cafeteria while the teams are on stage is strongly discouraged.**

Rules: Please refer to the "Spelling Bee 2012 Rules" for rule details.

Reminder. It is important that the children understand that this is a competition, and many teams will lose. Some of the teams may be eliminated quickly. We are grateful for each team member's participation and congratulate each of them for trying his/her best by awarding individual certificates of participation. Trophies will be awarded to the winning team on each grade level at the elementary school level.

Media Authorization: On the back of the registration form is the authorization information needed to publish photographs of your team members at the bee in local newspapers and on-line publications. Each team member's parent or guardian is asked to complete a section of the form.

Questions: Please contact Donna Kutzer at donna.kutzer@comcast.net