

Ms. Smith's Course Rules & Expectations

Welcome! 🙌

Welcome to English! This class is a place to **read, write, think, discuss, create, and grow**. My goal is to help you become a stronger communicator and critical thinker while preparing you for success in school, work, college, and life.

You do not have to be a perfect writer or reader to succeed in this class. You **do** need to be willing to participate, try, make mistakes, and improve.

CLASS EXPECTATIONS

1. Be Ready to Learn

- Arrive to class on time.
- Bring your required materials every day.
- Be seated and ready to begin when the bell rings.
- Check the board or classroom platform for the day's assignment.

2. Be Respectful

Treat everyone in the classroom with respect.

This includes:

- Your teacher
- Your classmates
- Yourself
- Other people's opinions, backgrounds, and ideas
- Classroom materials and property

Disagreement is okay. Disrespect is not.

3. Participate

English class is more than completing worksheets. You will be expected to:

- Participate in discussions.
- Ask questions.
- Share ideas.
- Work with classmates.
- Complete independent work.
- Take an active role in your learning.

You don't have to talk constantly, but you should be **actively engaged**.

CELL PHONE & AIRPOD POLICY

NO CELL PHONES. NO AIRPODS.

Cell phones and AirPods/headphones should **not be used during class** unless I specifically give permission for an assignment.

Cell Phones

All cell phones must be placed in the classroom phone caddy at the front of the room when you enter class.

Your phone should remain in the caddy for the entire class period unless you have permission to retrieve it.

This policy exists because:

- Phones are distracting.
- They interfere with learning and participation.
- Everyone deserves a classroom where they can focus.
- Being able to disconnect from your phone is an important life skill.

AirPods/Headphones

AirPods and headphones should be **put away during class** unless you have been given specific permission to use them.

If you are wearing AirPods or using a phone without permission, you may be asked to put the device away and/or follow the school's disciplinary policy.

Bottom line: When you are in English class, you are present in English class.



ASSIGNMENTS & DUE DATES

Assignments are expected to be completed and submitted **by the posted due date**.

You are responsible for:

- Knowing what assignments are due.
- Keeping track of deadlines.
- Asking questions when you need help.
- Submitting your work correctly and on time.



Late Work Policy

Late work will be accepted for **up to TWO DAYS after the original due date**.

Late assignments will receive a **point deduction** based on how late they are.

After two days, the assignment will no longer be accepted unless you have an approved excuse or prior arrangement with me.

If you know you will be absent or unable to complete an assignment, communicate with me **before the due date whenever possible**.

Example:

If an assignment is due **Monday**:

- **Monday:** On time — no deduction
- **Tuesday:** Late — points deducted
- **Wednesday:** Late — additional points deducted
- **Thursday:** No longer accepted unless previously arranged

Don't wait until the last minute. Ask for help before the deadline!



READING & WRITING EXPECTATIONS

English class requires consistent reading and writing.

You will be expected to:

- Read assigned texts.
- Complete reading assignments.

- Write regularly.
- Revise and edit your work.
- Use evidence to support your ideas.
- Follow assignment directions.
- Give thoughtful feedback to classmates.

Your first draft does not have to be perfect. Revision is part of the writing process.



TECHNOLOGY

School-issued technology should be used for **class-related purposes only**.

Using a computer for games, social media, shopping, unrelated websites, or other non-class activities may result in the loss of technology privileges.

Technology is a tool for learning—not a distraction.



CLASSROOM DISCUSSION

Our classroom should be a place where people feel comfortable sharing ideas.

When participating in discussions:

- Listen when someone else is speaking.
- Do not interrupt.
- Disagree respectfully.
- Support your ideas with evidence.
- Be open to changing your mind.
- Give others the opportunity to speak.

We can challenge ideas without attacking people.



GROUP WORK

When working with others, everyone is expected to contribute.

Be:

- Cooperative
- Responsible
- Respectful
- Prepared
- Willing to compromise

Your group should not have to carry your work for you.



ABSENCES

If you are absent, **you are responsible for finding out what you missed and completing any make-up work.**

Check the class platform, assignment board, or ask a classmate about missed work.

If you are absent for an extended period of time, speak with me so we can make a plan for catching up.



ACADEMIC HONESTY

Your work should represent **your own thinking and effort.**

Academic dishonesty includes, but is not limited to:

- Copying another student's work.
- Submitting someone else's writing as your own.
- Plagiarism.
- Using unauthorized AI or online tools to complete assignments.
- Giving your work to another student to copy.

If you use information or ideas from another source, **give credit to the source.**

When in doubt, ask!



CLASSROOM RESPONSIBILITY

Before leaving class:

- Clean your area.
- Return classroom materials.
- Throw away trash.
- Make sure you have all of your belongings.
- Remain in your seat until you are dismissed.

The bell does not dismiss you—the teacher does.



WHAT I EXPECT FROM YOU

I expect you to:

Be Present.

Be physically and mentally engaged.

Be Prepared.

Bring what you need and meet deadlines.

Be Respectful.

Treat people and ideas with respect.

Be Responsible.

Own your choices and your learning.

Be Willing to Grow.

You will make mistakes. Learn from them and keep going.



WHAT YOU CAN EXPECT FROM ME

In return, you can expect me to:

- Treat you with respect.
- Be prepared for class.
- Explain assignments and expectations clearly.

- Give you opportunities to ask questions.
- Provide feedback to help you improve.
- Listen to your concerns.
- Be fair and consistent.
- Help you succeed.

My goal is not to catch you doing something wrong. My goal is to help you succeed.

FINAL THOUGHT

You are going to get out of this class what you put into it.

You don't have to love every book, assignment, or writing activity. But you are expected to **show up, participate, try, and give yourself a chance to improve.**

Let's have a great semester!⁶

READ. WRITE. THINK. GROW.