

## General Classroom Guidelines

1. Be on time
  - a. Definition of Tardy
    - i. Students will be inside the classroom when the bell rings
2. Be Responsible
  - a. Bring notebook chromebook, and writing utensils unless told otherwise
  - b. Bathroom
    - i. Please try and use the bathroom before class
    - ii. Bathroom passes are only issued after instructional time, during individual work time.
    - iii. No passes will be issued during instructional time
  - c. When you come to the room, sit in your seat, be quiet and get materials out in preparation for class.
    - i. Make sure you have a charged chromebook
    - ii. Have your assignment completed
    - iii. A pen or pencil
    - iv. A positive attitude!
    - v. Reminder, the area next to my desk is only to be used when all work is complete and students are passing the class
  - d. Be Attentive:
    - i. You will need to engage your brain in class. Ask questions, respond to other students' questions, and participate.
      1. This will make class fun!
    - ii. DO NOT go on the internet unless asked to do so.
    - iii. Use the chromebooks for school purposes only.
    - iv. Cell Phones: Policies will be followed per the Student Handbook.
    - v. Phones are to remain out of site, if you worry about this you should place them in the phone holder in the front of the room
  - e. Be Considerate:
    - i. You will be required to be quiet in class.
      1. If you are too loud I will count down from 5, if I get to 1 and you are not in your seat and quiet I WILL scan your QR code and record the instance. Several of these times will result in a conference with your parents.
      2. If you count down with me I WILL scan your QR code
    - ii. Do not touch other people's things.
    - iii. Be respectful to others in the room;

1. This includes: Other students, Teachers/Paras, and Adults.

3. Consequences:

- a. If a student chooses not to follow classroom procedures and expectations, the following course of action will be followed:
  - i. First offense: Warning, Level 1 intervention (see below). Documentation of incident.
  - ii. Second offense: Parent contact Level 2 intervention (see below). Documentation of incident and of parent contact.
  - iii. Third offense: written discipline referral to the office.
  
- b. Level 1 intervention: warning on behavior, model proper behavior, restate direction, what is the trigger causing the issue, you will need to check back with me on what is causing the behavior after class, parents can be called.
  
- c. Level 2 intervention: advisory time with teacher to reteach the behavior, parent contact, seat change, goal setting for proper behavior (ex a contract with proper behavior), conference with the student after class, problem solving with the counselor.