**Classroom Procedure:**

1. Be in your seat working, when the bell rings. If you are not in your seat when the bell rings you are late. If you are late, sign-in in the Late Book and leave your pass. Consequences will be dealt with on an individual basis.

2. Be prepared. Bring all books and materials to class everyday.

3. All books and materials under your desk.

4. Homework in the upper right-hand corner of your desk.

5. Start working on your “Do Now.” You should have all your class materials and your pencil sharpened by the time the bell rings to start class.

**Classroom Rules.**

1. Stay in your assigned seat at all times unless told to get up.

2. Keep your hands and any other objects to yourself. Touching another student is an automatic referral.

3. We do not laugh at other students in the class. Laughing is an automatic detention.

4. Raise your hand if you have a question or need to get out of your seat. Wait to be called on. Please do not shout out.

5. Respect your classmates and your classroom. Hold all garbage until the end of class. Deposit it in the can on your way out of the door.

6. Bring all required class material every day. Be prepared to work.

7. This class abides by all of the rules in the Code of Conduct. No jackets, hats, backpacks, gum, food or drinks. This is a classroom not the cafeteria.

8. No student is to go near or touch anything on any of the teachers’ desks. Bring your own materials.

9. All assignments are due on the assigned due date. Points will be lost at the discretion of the teacher.
I have read over the homework policy and reviewed all the classroom procedures and rules with my child.

Student signature:

Parent or guardian signature:

Class materials:

1” binder (any color)

5 subject dividers

loose-leaf

pencil case (one that fits inside your binder)

pens blue or black ink only

pencil