

CLASSROOM GUIDELINES

BRING ALL NEEDED MATERIALS TO CLASS

- A) You must bring your textbook covered to class everyday.
- B) Bring at least **two** pencils with erasers. Only work done in pencil will be corrected!
- C) Use standard 8.5 by 11 white, lined paper only.
- D) Bring a ruler, enough paper to work on and your notebook (a notebook/folder for this class everyday).

BE IN YOUR SEAT AND READY TO WORK WHEN THE BELL RINGS

- A) You should be in class on time everyday. Excessive absences will lower your grade.
- B) Pencils should be “exchanged” **before** the bell rings.
- C) You will not enter the classroom after the tardy bell rings without an acceptable pass, or tardy-slip.
- D) Class starts as soon as you **walk into the classroom**, you must start your work even if the bell has “not rung.” You will be penalized if you fail to comply.
- E) You are **required** to wear your School ID along with your lanyard every day. No exceptions.

GET MY PERMISSION BEFORE SPEAKING OR LEAVING YOUR SEAT

- A) Raise your hand to be called on. Do not speak while anyone else in the class is speaking.
- B) Raise your hand and secure permission before you leave your seat. Do not move any chairs or desks around without my permission.
- C) Check your desk for any writing. If you fail to report somebody wrote on your desk, you will be held responsible. Please help keep the desks clean.
- D) The teacher, not the bell, dismisses the class at the end of the period. Class will be dismissed only if everybody is quiet, all trash has been picked up, and everybody is seated properly.

OTHER APPROPRIATE CLASSROOM BEHAVIOR

- A) A valid Bell I.D. card is required to be given any hall pass.
- B) Follow all of Bell High’s school rules.
- C) Keep the room neat, pick up after yourself!
- D) Do not write on desks, tables, chairs or the wall.
- E) Do not bring food or beverages into the classroom (water is ok).
- F) Do not chew gum inside the classroom.
- G) Do not work on assignments from other classes, drawings, pictures, stickers, or personal letters, they will be collected and **will not** be returned.

- H) Do not comb hair, apply makeup, use lotion or perfume, chap stick or lip-gloss during class time your items will be collected and **will not** be returned.
- I) Do not wear hats inside the classroom they will be confiscated even if you have your ID and lanyard and **will not** be returned.
- J) Do not bring electronic devices such as phones, mp3s, headphones, calculators, cameras, games, ipods, etc. to class, they will be collected even if you have your ID. They'll be collected if they are heard or seeing "ON". They **may be** returned at my discretion. The only exceptions occur when I direct specific students to use their electronic equipment.

GRADING POLICY

- A) If you are absent or late for a legitimate reason you may find out what work you may have missed and make up the work within **three** days after returning. Work (tests and quizzes included) missed because of an unexcused absence, truancy, or visit to the tardy room **may not** be completed for credit. It is your responsibility to clear your absences during your own time before you return to class.
- B) "Letter Grades" will be determined by the following scale:

A = 90% - 100%

B = 80% - 89%

C = 70% - 79%

D = 60% - 69%

FAIL = 0% - 59%

Please sign below indicating you have read the classroom guidelines

Student Name: _____

Student Signature: _____

Parent Signature: _____

Date: _____

M Jimenez