

Student must provide these items daily in class.

Lined paper
Pen or pencil
Notebook
Folder with pockets
Agenda Book

POLICY FOR MAKE-UP WORK

Student's make-up is the responsibility of the **student** to check with a classmate, folders on board or instructor. All homework is due on the assigned date unless absent then on the day you return. If the student knows about a test to be given and is absent on that day, he/she will take the test on the day they return. If you miss one day, it will be taken the next school day. If are absent more than two days, contact the office to have assignments sent home. It will be stated on the homework sheet when the assignment is due.

If you leave an assignment in your locker, turn it in by 3:05 p.m. that day in the homework file with a minus 10% The next day an assignment is late, it will be minus 50% and after that day a zero. *Missing three assignments, will result in a detention to be served after school. The fourth another assignment and the fifth a Saturday school with a parent contact. Every three weeks if all homework is completed on the due date, the student's name will be submitted for extended noon hour.*

DISCIPLINARY METHODS

In accomplishing the objective of this program, it involves each student to develop self-control and practice acceptable behaviors. Any violations will be handled as stated in the handbook.

RULES AND REGULATIONS

To maintain an effective classroom, students must have a combination of good order and respect for rights, privileges and safety of others. These rules and regulations apply to Mrs. Lear's classes.

1. Candy causes distractions, so will only be allowed in the classroom if distributed by the teacher.
2. Gum will be allowed as long as chewing is done with the mouth is closed, gum is not seen or heard. Violations will cause the entire class to loss the gum privilege. Gum is not permitted at any time in the foods lab.
3. Bring all books and materials to class.
4. Cooperate with classroom teacher or substitute at all times.
5. Restroom privileges are only when an emergency.
6. Sit only on the chair part of the desk and all legs are to be on the floor.
7. No personal grooming during class time.
8. Each student and instructor's possession is not to be interfered with.
9. Show respect for self and others at all times.
10. Follow instructions as posted for Fire and Tornado Drills.

These rules are subject to change or additional regulations if the instructor feels it to be necessary.