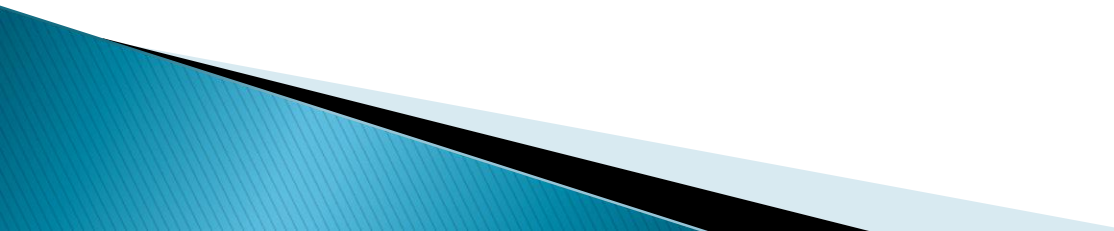



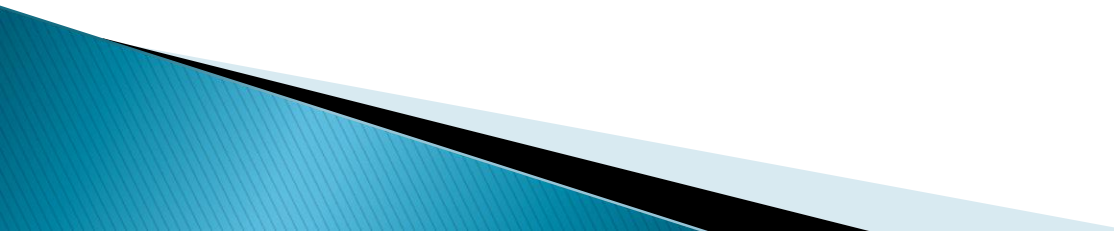
Procedures Before Class Begins

1. Get your supplies– Pen, Notebook, Book, Work, Etc.
 2. Go to the Restroom/Get a Drink
 3. Finish Socializing
 4. Dispose of Food, Candy, Gum, Beverages
 5. Sharpen Your Pencil
 6. Locate and sit in Your Seat
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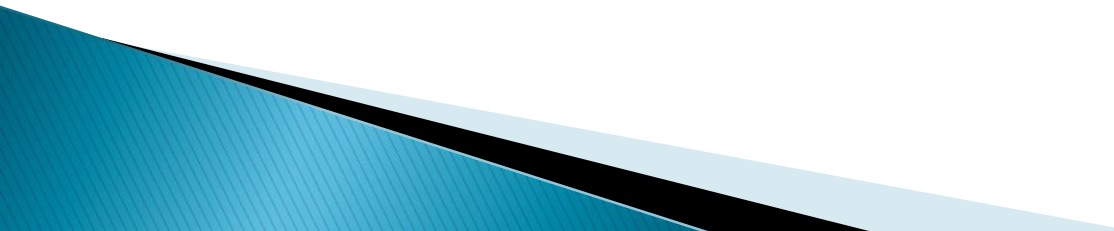
Procedures after the Tardy Bell

1. Begin the Bellwork
 2. Turn in your bellwork
 3. **Remain** in Your Seat in Your Area
 4. Read Over the Agenda
 5. Listen and Pay Attention to the Introduction/Instructions
 6. Copy the Agenda in your notebook
 7. Raise Your Hand if you have a question or contribution
- 

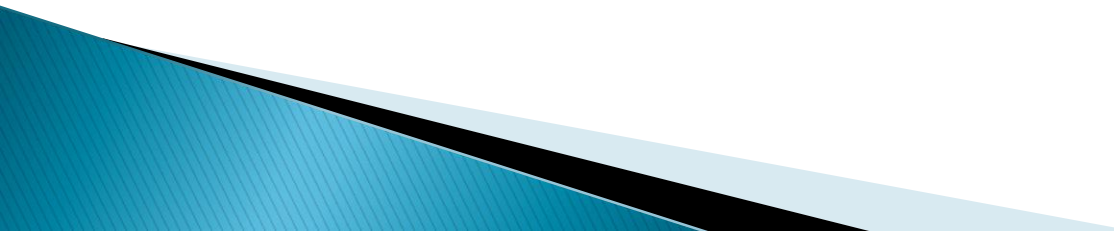
PROCEDURES DURING INSTRUCTION

1. Listen/Follow along
 2. Do not distract others.
 3. Discuss only the topics at hand.
 4. Raise your hand to ask questions or contribute.
- 


PROCEDURES FOR EXITING

1. Clean your area.
 2. Turn in any classwork.
 3. Review your notebook.
 4. Put away any books you may have used in the correct place
 5. Remain in your seat to be dismissed.
 6. Take your materials with you.
- 

Items Prohibited From Class

1. Food, Drink, Candy, Gum, Etc.
 2. Toys
 3. Electronic Devices (iPod, Phone, PSP)
 4. Inappropriate clothing
 5. Items outlined in the Student Code of Conduct
- 

Prohibited Conduct

1. Talking while I am talking
 2. Distracting/Disturbing Others
 3. Standing/walking around at any time
 4. Throwing Objects
 5. Answering the Door
 6. Playing with the door knob
 7. Standing around the door
 8. Opening Windows
 9. Playing with Shades
 10. Arguing/Fighting
 11. Misuse of Class Time
 12. Profanity – Any language
 13. Application of Cosmetics
 14. Texting, e-mailing, Instant Messaging,
Phone Usage
 15. Listening to music
- 

CONSEQUENCES

1. Warning
 2. Point Deduction
 3. After School Detention
 4. Call Home
 5. Referral
 6. Parental Conference
- 