

5th Grade Classroom Procedures

Our Leadership Norms

Our 7 Habits culture promotes the quality of being proactive. Please read the below norms which have been established to help each student be successful.

- Share the air (everyone has the opportunity to express their ideas)
- Respectful transparency (use stems like “I wonder . . .”)
- Be present (actively engage in class activities)
- Positive interaction
- 24 hour rule (address any concerns within 24 hours of occurrence)

Personal Property

All personal items will be brought home daily. The campus should be cleared of all student property at the end of each day.

Beginning Class

Enter the room quietly and in an orderly manner. Walk to your seat and prepare your materials for class.

Dismissal from Class

Only the teacher dismisses the class. Students are expected to remain in the classroom until they are dismissed.

Tardy Policy

A student will be marked tardy when they arrive after the scheduled start time of each class period.

1 tardy = student warning

2 tardies = call home by the teacher

3 tardies = detention for 15 minutes after school

Turning in Assignments

The norm for turning in assignments is as follows: neat writing, no writing past the red margin (left and right), appropriate heading (see below) and title. 5 points will be deducted for incomplete headings and 10 points for no name. The heading should be written in the top right corner of the paper.

Appropriate Heading: Zachariah Smith

Humanities – Period 3

August 19, 2016

Assignments

Work is due on the assigned date at the start of class.

Work that is turned in 1 day late may receive a maximum grade of 70% and zero credit after that.

Cheating will not be tolerated. If the teacher is aware of any academic dishonesty the parent will be notified, the student will automatically receive a zero on that assignment and may be referred to the principal.

Make up Work

After an absence, it is the student's responsibility to request missed work from the teacher. The time allotted to make up missed work is equal to the number of school days absent. For example, if a student is absent 1 day, they have 1 day to turn in the work. Work missed for unexcused absences will receive a zero.

Restroom Breaks

Students may use the restroom during passing periods. They are only permitted to leave for a restroom break, one at a time, after the first twenty minutes of class. They must ask permission to do so.

Food and Beverages

Snacks are allowed at teacher discretion. Any food brought to campus cannot be shared with other students.

Gum is not allowed.

Students may only drink water from clear plastic containers with lids.

Electronic Devices

Mobile phones must remain on silent during the instructional day. Parents must not call or send text messages to their children and expect a reply during the school day.

If a school employee observes a student using any electronic device inappropriately during the school day, the device will be collected and the policy from the LPS Handbook will be followed.

Procedures may be added or modified as the school year continues. Any changes will be communicated to parents and students.

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PLEASE READ THE PARENT/STUDENT HANDBOOK LOCATED ON THE LPS WEBSITE FOR ALL SCHOOL POLICIES.

Please sign below to acknowledge your receipt and acceptance of the 5th Grade Classroom Procedures.

5th Grade Team – Mrs. Delsol, Mrs. Jarvis, Mrs. Morgan

Student Name _____

Student Signature _____

Parent Name _____

Parent Signature _____

Date _____