

## "Life Savers": Procedures for Survival

Please read very carefully and never let these out of your sight; your success and happiness may well depend on it. When in doubt, please refer to these procedures and review.

1. Nothing in this classroom is more important than showing respect to others. All learning (and fun) depends on our ability to create an environment where everyone is comfortable. Please be considerate and treat others the way you want to be treated.
2. Keep your cell phone turned off and tucked away during class. If I hear or see it, it will be taken to the office for safe keeping until your parents can pick it up. This is school policy and I follow it.
3. Promptness is next to godliness. Be in your seat and ready to work when the bell rings, not "sliding into home".
4. Bring all your working tools and books to class each day. You will be given 5 participation points per day for having what you need to have and doing what you need to do.
5. I absolutely do not tolerate cheating. I define this as any attempt to gain credit for work that you did not do, or assisting another in his/ her attempt. Any form of academic dishonesty in my class will result in zero credit for the work, an assignment of detention, and parent contact.
6. You will be given two passes to the bathroom per quarter. A pass can be exchanged for a hall pass with no questions asked. Please use them wisely, they must last the whole quarter, and unused passes may be exchanged for extra credit points during notebook checks.
7. Passes to the nurse's office will be given only in an emergency, unless a documented medical condition exists.

8. Please take all drills seriously. During a fire drill, quietly and quickly exit the room and meet me at the baseball field.
9. All Smith rules apply. I'm especially fond of "Do gum; do time."
10. When you return from any kind of absence, it is your responsibility to check with me and the calendar for any missed assignments or handouts.
11. I love to decorate my room and I do so at my own expense. Please enjoy and treat it all with TLC (tender loving care).
12. If and when there is a substitute teacher, you will sprout wings and a halo and act **P-E-R-F-E-C-T**.
13. **No Pencils!** All work for my class should be done in pen; save the pencils for math class.
14. Keep all handouts, notes, and graded papers for the entire semester as you may need the information later, and notebook checks comprise 15% of your grade.
15. Sloppiness is "the pits." Care about the room and its appearance, you and your appearance, and your work and its appearance. Please clean up after yourself daily. **NEATNESS COUNTS!**
16. Let's keep our lines of communication open at all times. Don't be afraid to come in for extra help. Please do not presume or assume. "Ask and you shall receive."
17. **THINK! THINK! THINK!** Engage brain before engaging your mouth.