

CLASS PROCEDURES FOR EIGHTH GRADE

Welcome to Eighth Grade! We hope you will have a successful year and have included the following procedures to help you succeed in all of your classes.

1. Report to class on time and with all of the required materials including agenda, textbook (if needed), class binder or notebook, pencils, and pencil pouch with supplies. You will not be permitted to go to your locker once class has begun.
2. Turn in any assignments according to each teacher's directions. **The team does NOT accept late homework assignments.** Large or long-term assignments will be accepted with a penalty.
3. Please sit down immediately without talking and copy any assigned homework into your agenda. The school website is updated daily with homework assignments, but sometimes circumstances prevent that from taking place. Therefore, the agenda is your most important resource.
4. Begin the warm-up activity by either taking from the tray or following instructions on the smart board.
5. During class, raise your hand to ask a question and always ask for permission to leave your seat.
6. Be respectful of our property by returning all borrowed materials to their proper place and always clean up our workspace before leaving class each day.
7. Stay on task and allow others to do the same. The teacher will let you know when class is over. Please do not "pack up" until you are asked to do so.
8. No gum or candy. If you are given candy as a reward it is not to be consumed in school unless you have the permission of that teacher.
9. Use of the school's computers is a privilege. Always sign out laptops/iPads BEFORE removing from the cart. You are responsible for returning the laptop/iPad to the appropriate slot, plugging it in, and signing that you have returned it.
10. Advisory time has been built into our daily schedule. This is your time to begin homework, ask questions or seek help from teachers, work on projects or make-up quizzes/tests. We expect you to take advantage of this time and be productive!
11. Students are expected to do and submit their own work for all assignments. Students are to deny all requests to copy class work, homework, assessments or any other assignment. Students shall not misrepresent test materials, research information, and class work and/or homework assignments as their own. ACADEMIC DISHONESTY includes, **but is not limited to**, the following:
 - a. Turning in any work that is not the student's work
 - b. Using electronic devices to cheat/misrepresent work
 - c. Copying another student's or author's work

- d. Allowing another student to copy your work
- e. Putting your name on another student's paper/project and turning it in as your own
- f. Using a cheat sheet or any unauthorized resource on an assessment
- g. Using material from the Internet without proper citation/appropriate credit

**** The consequence for all students involved with academic dishonesty is a zero for the assignment, a demerit or detention, and referral to the Discipline Review Committee for further action.**

IMPORTANT

Missed Class Due to Absences:

The team will abide by the make-up policy found in the student agenda.

When you are absent, it is your responsibility to make up any work within the specified time as stated in the agenda. While you may have a "Homework Buddy" this is only an extra measure. Always check with your teacher(s) to make sure you have all necessary information.

If you are absent on the day of a quiz or test, it is your responsibility to see the teacher the day you return about an appropriate time to make up the test or quiz. If the assessment was announced prior to your absence, you must make up the assessment the day you return to school. Failure to do so will result in a zero on the assessment.

If you have an early dismissal or late arrival, it is your responsibility to turn in ALL assignments for that entire day and gather any work you have or will miss on that same day.

AC Students: You must check in with all the teachers whose classes you will miss before you leave for AC to turn in homework due and to collect handouts and assignments you will miss. All class work and homework assigned is due the next day of class.

By signing below, we acknowledge that we have read and understand these procedures.

Student signature

Date

Parent signature

Date