



**2022-2023 Procedures & Expectations**  
**Mrs. Quirk**  
**8<sup>th</sup> Grade Physical Science**

**Daily Classroom Procedures**

- 1) Enter the room quietly and orderly, go directly to your assigned seat- take out an agenda and record any homework and/or announcements, then complete the warm up (pencils need to be sharpened before class begins).
- 2) Raise your hand and **wait** for permission to ask a question (NO BLURTING OUT) or to get out of your seat. Do not speak over others and **do not get up while the teacher is talking.**
- 3) Hold all trash until the end of class (DO NOT SHOOT).
- 4) Your desk area must be clean and straightened up before you leave. No writing/drawing of any kind on the desks!
- 5) Absolutely no gum in the classroom. No sharing food.
- 6) BE PREPARED! Bring all your materials, **CHARGED** Chromebook and agenda to class every day.
- 7) Homework is usually given when class work is not complete and will be due at the beginning of the next class. Students are encouraged to study science notes each evening.
- 8) You must have permission and a signed pass to leave my classroom...**NO PHONES ALLOWED IN RESTROOM.** You may leave your phone with your belongings, leave your phone with a friend or the teacher.
- 9) No cell phones or earbuds out unless given permission from the teacher. Electronic devices/earbuds need to be **OUT OF SIGHT** (including class change, in the hallway and outside). If not, it will get turned into the main office and retrieved at the end of the day. Smart watches can also be turned in if it becomes a distraction.
- 10) All students must carefully follow classroom and lab safety rules on science lab day.

**Classroom Expectations**

- 1) Listen and follow all directions the first time given.
- 2) Show respect for others and their property **(no touching others with anything & do not touch or close someone else's Chromebook).**
- 3) Be prepared and ready to learn.
- 4) Work hard and do your best.
- 5) Follow all school rules in the handbook.

**Consequences**

- 1) 1<sup>st</sup> offense: verbal warning
- 2) 2<sup>nd</sup> offense: parent contact and/or time out
- 3) 3<sup>rd</sup> offense: parent contact and/or office referral



### Changing Classes

- 1) Do not pack up your belongings or get out of your seat until I instruct you to do so.
- 2) Exit quietly and orderly, go right and stay on the right side of the hallway until you reach your class, not touching anyone or anything. If your teacher is not ready for you to enter, make another loop.
- 3) No playing around in the hallway, keep your voice to an appropriate level, do not look into other teacher's windows to distract other students, and do not touch other teacher's doors/windows.

### Substitute

- 1) You are expected to follow the class rules and procedures and respect any adult/substitute teacher in the classroom.
- 2) Students that choose to misbehave will receive appropriate consequences. Consequences usually include a parent contact. It is very important to be on your best behavior with ANY substitute.
- 3) **NO PHONES!**

### Make Up/Late Work

- 1) Students who are absent, regardless of reason, need to see the teacher immediately upon returning to class. **Check Google classroom daily to see what you missed in class.** Students will receive up to 3 school days to make up work, with the exception of a test which will be made up the day the student returns.
- 2) Late Work Policy- **homework only**-1 day late is 10 points off the grade earned, 2<sup>nd</sup> day is 20 points off, 3<sup>rd</sup> day late is 30 points off, and after 3<sup>rd</sup> day will result in a zero. There is no late work for class work, it is due in class.

I have read and understand the syllabus and that these rules and procedures are put in place in order for Mrs. Quirk to conduct an orderly and safe learning environment and I/my student will abide by them.

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student signature

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parent/guardian signature