**Classroom Rules and Procedures**

Ruppel Academy

Ms. Sisto

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**Classroom Rules:**

1. Bring all of your materials to class daily.

2. Respect yourself and others.

3. Have a positive attitude and be willing to learn.

 **Classroom Procedures:**

1. **Entering the Classroom**: As you enter the room, please be seated. Quietly take out your binder and pencil. Start the warm-up activity.

2. **Tardy**: Any student who is not in the classroom when the bell rings will be considered tardy and receive lunch detention. If you are late, go directly to your seat and begin working.

3. **End of Class**: At the end of class, please remain in your seat. **I will dismiss you**.

4. **Listening To/Responding To Questions**: Everyone has the right to be respected when they are speaking. If you would like to ask a question or make a comment, please raise your hand and wait to be called on. Please do not speak while someone else is speaking. Everyone will have an opportunity to talk.

5. **When You Need Help**: If you are having difficulty with an assignment, I am available before and after school. Please come with specific questions and I am happy to help you. You may also call a buddy, go to the afterschool tutoring program, check online, or ask your family.

6. **Moving Around the Room**: If you need to move around the room, please raise your pointer finger and wait for permission. Please do not interrupt in the middle of instruction unless it is an emergency.

7. **Hall Pass**: Sign out completely and take the pass. Walk quietly and orderly to your destination. Return to class without causing disruption. This is only in cases of emergencies.

8. **Restroom Passes**: You will be given two restroom passes per nine weeks. You will not be allowed to use the restroom during instructional time. Please make every effort to use the restroom in between classes and at lunch.

9. **Classroom Language**: Please use appropriate language in the classroom. Do not use negative words and speak positively about other classmates and what we are studying.

10. **When You Finish Early**: If you finish your work early, read your notes or work on other work that you need to finish. There are also extra enrichment activities for early finishers in the front of the class.

11. **Seating Charts**: You must sit in your assigned seat. We will change seating arrangements every 6-9 weeks.

12. **Homework:** Homework assignments should be written in planner and turned in the next day when class begins. Late work is accepted for half credit. Lunch detentions will be assigned for missing homework.

13. **Test:**  Test will be given every Thursday, so there is no reason to ask when the next test is. Test will always model state testing.

14. **Absent:** When you are absent the class does go on. It is your responsibility to get assignments and learn material that was covered while you were out. Assignments will be placed in class binder.

**Incentives and Consequences:**

It is important that you respect and follow the classroom rules and procedures on a daily basis. There will be appropriate rewards for following the guidelines explained above, as well as appropriate consequences for not following the classroom rules and procedures.

**Incentives:**

It is important to have a positive, comfortable learning environment. Students will be rewarded for several things in class, such as: having a positive attitude, helping another student, being polite, trying something new, a good grade, improvement, or many other things. The incentives are as follows:

o Rams Bucks

o Tickets to participate in class drawings.

o Other incentives will be available on occasion. For example, a winning team might be given extra credit on their quiz or a homework pass.

**Consequences:**

My behavior expectations for you are high. If I feel that your behavior is inappropriate for class or you are not following the classroom rules and procedures the following consequences will be utilized:

1. Verbal Warning

2. The student will be asked to fill out a Refocus sheet which will allow both of us to look at the situation.

3. Teacher – Student conference to discuss the situation.

4. If the behavior persists, the student will be sent to the office on a referral or I may request a parent conference.

\*Severe disregard for school or classroom guidelines (i.e. fighting), will result in an automatic referral to the office.

**Welcome to Class! This is going to be a great year!**