**Ms. Gullett English-Language Arts**

**Student Name (Printed): Period:**

**MC900349131[1]MC900295479[1]**

We all have a stake in a child’s education. Students, parents, educators, and the community all play an important role. I expect only the best from my students. In order for your child to best benefit from my class, I need your cooperation as well as your child’s.

**(A) Classroom Attendance:** Attendance in my class is **mandatory**! Excessive unexcused absences and tardiness can result in the failure of this course. Classroom attendance is regulated by the following guidelines:

**1. Excused absences:** Illness of self, doctor’s appointments, death in the family, and school fieldtrips or activities are all excusable absences. A note must be brought in by the student for the absence to be marked as excused.

**Make-up work:** Students are responsible for requesting make-up work.It **must be** requested *within two days* of the absence and be accompanied by an admit. **After those two days have passed no make-up work will be given**. Students should be prepared to take a test or turn in an assignment on the day they return to class if the assignment was announced before his/her absence. Any work not made up will result in a “0” (This is the equivalent of **two** F’s.”)

**2. Unexcused absences:** “It was raining” or “I over slept” are not viable reasons to be absent. Students are allowed a total of ten unexcused absence per school year. More than ten absences can result in the failure of this course.

**3. Absence from class but, not from school:** Students are expected to be in class every day. They should not make plans to miss my class because, they want to help or visit another faculty member. This class is **required**! If the student does not make prior arrangements, the absence will be unexcused and the student will receive a “0” on all missed work.

**4. Tardiness:** Tardiness to class is not acceptable. Excessive tardiness will result in detentions, a note home, a call home, a referral, or a parent/teacher conference. If a student comes into class after the bell rings he/she **must** have a pass from a member of the faculty. This includes returning tardy from lunch. Unexcused tardies will result in the student receiving a “0” for all missed work. If the tardy is excused, it is the students’ responsibility to request any missed information or work.

**5. Class entrance:** Every student must be in his or her seat when the bell rings. If he/she was absent the previous class he/she must have an admit from the attendance office before entering the classroom.

**(B) Classroom behavior:** It is understood that students come to school to learn and study, therefore class time is to be used properly, and strict class conditions will be observed. In order to promote a good relationship with teachers, administrators, and other students, one MUST observe and maintain a respectful attitude. If a student insists on talking, socializing, or disrupting the class environment, detentions, referrals, and parent conferences will result.

**I expect the following from each student:**

**1.** Come to class with all the proper supplies

**2.** Be quite will the teacher or someone else is talking

**3.** Excessive talking, name calling, vulgar language, and note passing is not permitted

**4.** Get permission to get out of your seat, even if you are going to the trashcan

**5.** Get permission before using equipment or materials in the classroom

**Continues on the next page**

**6.** Hitting, touching, pushing, or any kind of inappropriate touching (Keep your hands to yourself) is not permitted

**7.** Eating, drinking, or chewing gum in class is not permitted

**8.** Use of cosmetic items such as make-up, combs, brushes, or perfume/cologne in class is not permitted

**(C) Dress Code:** Students are expected to follow the dress code. All violators will be sent to the office.

**(D) School property/ Weapons/Electronics:** Students must respect all school property. Weapons of any kind are not allowed on school grounds. Hand held games, I-pods, Music players, and playing cards should be kept at home. Cell phones must be off and kept out of sight as per the policy of Dade County Public Schools. If a student is playing with, using, or if one of these items disrupts the learning environment it will be confiscated and sent to the office until the parent or guardian comes to retrieve it.

**(E) Hall/restroom passes:** Students should not ask for a pass unless it is an emergency situation. Students are not allowed to walk around the halls at their leisure. Misuse of a hall or bathroom pass will result in a referral. Students must use the bathroom closest to the classroom.

**Classwork, homelearning (homework), and projects:** All work turned in must be done in blue or black ink (I do not allow students to write in pencil or exotic colors like pink, yellow, gold, purple, silver, etc. Many of these colors are hard to read and therefore the students work cannot be graded.) If pencil is used the assignment will receive a lower grade for the assignment (unless it is used to complete an essay, illustration, or in certain testing situations). Some assignments will have to be presented orally!

**\*Classwork:** is to be completed in class. Copying and cheating are not allowed.

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**\*Homelearning (homework):** is to be completed at home and turned in on the due date given. I do not give extensions. Because a part of learning is revising and studying at home, students will be given homelearning assignments several nights a week. It should be assumed that all homelearning assignments are due the following class meeting unless I state otherwise. Students are expected to complete the assigned homelearning. Lack of homelearning completion could cost the student one or more grades.

**Note:** homelearning means work done at home. Not done in the first five minutes of class or in another teacher’s class!

**\*Projects:** students can receive two or more projects each nine weeks. I give out detailed handouts on each project. Some will be completed in class and others at home.

**Parents please sign and date this form showing that you understand my classroom rules and regulations. Thank you.**

**Parent’s Signature Date**

**Student’s Signature Student’s Name (printed)**