Ms. Robert

**CLASSROOM PROCEDURES**

**BEGINNING OF CLASS:**

1. Come to class prepared with all necessary materials, a mask, and a charged iPad.
2. Use hand sanitizer as you enter the classroom.
3. Go directly to your seat and depending on the day do your entry work that has been assigned.
4. Work quietly in your seat until the lesson begins

**DURING THE LESSON:**

1. Bathroom use is allowed in an emergency, you will have 2 passes per quarter, ask first, try to take care of personal needs on your way to class.
2. Raise your hand to speak out and use your inside voice in the classroom.
3. Respect yourself and others.
4. Make sure you understand all directions, ask questions when needed.
5. Only get out of your seat when permitted.
6. If you need materials, ask for them, stay seated
7. Remind Ms. Robert to check absent folders for you if you have missed class.
8. Work quietly even during group times.
9. Complete all assigned work.
10. Keep your mask on except for outdoor mask breaks directed by Ms. Robert.

**END OF CLASS:**

1. Do a self-understanding check, ask questions if you are unsure of anything covered in class.
2. Sanitize all materials so they are ready for the teacher to collect.
3. Clean up any messes you made.
4. Ready any papers/folders for the teacher to collect.
5. Note any homework due that is to be completed on your own.
6. Wait to be dismissed.
7. Push in your chair, last hour put chairs up, before leaving and take all of your belongings.
8. Last hour Bus students head to the front of the auditorium right after dismissal to catch your bus.
9. Sanitize your hands on the way out of the door and dispose of sanitizing wipe.

HOMEWORK:

Homework is to be turned in on time, for full credit, to the bins on Ms. Robert’s desk or via email.

Extra Credit is always available.