

Welcome to 6th Grade!

We've put together some general guidelines we will be following during this school year. We do this in order to be fair to you and to let you know what we expect so there are no misunderstandings. Let's get your middle school career started successfully!

General Procedures

1. Be in your assigned seat and ready to begin class when the bell rings.
2. Have all books and supplies with you when you report to class (textbook, homework, pencil, agenda). Everything else should stay in your locker.
3. Use the bathroom and/or drinking fountain before or after class. If you need to use the restroom and didn't have time between classes, **report to class first**. We will grant permission to leave provided you ask right away, and you have not been wasting time in the hallways.
4. Be courteous and respectful at all times.
5. Personal grooming should be performed before or after class.
6. Promptly follow directions and all Middle School Staff requests and always follow the handbook.

Homework/Classwork Policies

1. Homework is due at the beginning of the class hour for which it is assigned - this means when the bell rings. After the beginning of class, you may earn $\frac{1}{2}$ credit for an assignment as long as that assignment is completed and returned within two (2) days. (This two (2) day grace period will be allowed only if the corrected paper has not been returned to the rest of the students.) After the two (2) days, no credit will be given for late assignments. Late work is very difficult to keep track of - especially when we each have 100 students!
2. If you are not prepared for class, we will ask you to fill out a "Responsibility Letter" which will need to be signed by a parent/guardian and then returned to school. By doing this, your parents are better able to keep track of what is happening here at school. If you have three (3) late or missing homework assignments, a detention will be assigned (see pg. 9 of the handbook for further information).
3. All assignments will be recorded in the student agenda.
4. Most assignments and tests will be graded on a points earned basis (one point for each correct answer). Tests and projects are usually worth double.
5. Extra credit will be given at the discretion of the teacher. You must be doing assigned work for extra credit to be considered.

6. Your first 10 points will be earned if you return this paper (signed) to your advisory teacher by Friday, September 7, 2007.

I have read and discussed the importance of the "General Procedures and Homework/Classwork Policies" with my son/daughter. I am including an email address and/or phone number where I can be reached.

Student's signature

Parent/Guardian signature

E-mail address

Phone number