**Entry #\_\_\_\_\_\_\_\_\_**

**Mrs. Moore’s Science Class Procedures**

1. It is you responsibility to come to class each day with your Survival Guide (spiral notebook), pen or pencil, and your planner.
2. When you come into the classroom each day, begin the bellringer with no talking.
3. Pencils may be sharpened at the beginning of class and after instruction has been given. Do not sharpen your pencil while I am teaching.
4. When the teacher’s or any other supervising adult’s hand is raised, immediately stop talking and pay attention.
5. Raise your hand before asking a question or getting out of your desk.
6. Check the board for assignments and test dates to put in your planner.
7. If you are absent, it is your responsibility to ask for make-up work. In most cases, you will be able to check for what was completed on my web page [www.mrsmooresscienceclass.weebly.com](http://www.mrsmooresscienceclass.weebly.com) .
8. If you are absent, write “absent” on any bellringer that you missed.
9. You are to go to the bathroom with your class 2nd, 4th, and 6th periods. You are not allowed to go to the bathroom between classes. If you have an emergency at another time, you will have to use your planner pass.
10. Be sure to put your name (first and last) and date on assignments that are turned in.
11. In your Survival Guide, put the entry # and the date at the top of each page.
12. Tardies count as class I violations. You must be in your seat or sharpening your pencil when the tardy bell rings, not running into class.
13. When any announcements are made, there will be no talking, laughing or comments. Listen attentively.
14. The bell does not dismiss you. You will be dismissed by rows. Do not get out of your seat until your row is called. If your row is not quiet, it will be skipped until the others are dismissed. You are expected to leave in an orderly manner.
15. If you are entering the classroom, wait until the class before you has been dismissed.
16. You are allowed to go to your lockers before homeroom, after 2nd period and after 5th period. You are not allowed to go to your locker between classes.

Procedures for working in groups in the regular or lab classroom:

1. Any talking done in a group needs to be about the assignment at hand. This is not a time for personal conversations.
2. When you have a question, check with those in your group before raising your hand to ask the teacher.
3. Use voices low enough so that the other groups cannot hear what you are saying.
4. Share materials as directed and do you part. One person does not do everything. Appropriate group behavior will be part of your grade.

I understand these procedures \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_