

Mrs. Lawler-Kelley's

Class Policies and Procedures

Academic Dishonesty-

Any level of academic dishonesty will receive a zero, a discipline, and a parent phone call. Academic dishonesty can be defined as, but not limited to, the following:

- Plagiarized work from any source where credit is not given, including cutting and pasting from a web source, downloading published papers, or printing off web pages and turning them in as work.
- Copying another's homework and turning it in as completed by the student, especially when partners or groups were not assigned by the teacher.
- Using notes or study guides to cheat on tests or exams.
- Copying from another student's test or exam.

Any cheating will result in a zero for both or all parties involved. Plagiarism will result in a zero on the paper or project.

Tardy Policy and Skipping-

Students must be in the classroom before the bell finishes ringing. Once they enter the room they cannot leave it again. Bathroom breaks must be taken in between classes. Once the bell has finished ringing the door will be locked and students will receive a tardy. Attendance is taken within the first 5 minutes of class. Students are not allowed to stay with another teacher or be held by another teacher. Any student skipping class will receive a zero and a discipline for that class period.

Electronics/Cell phones-

Any electronics, such as iPods, Bluetooths, Gameboys, Nintendos, etc., are to be out of sight. THEY ARE TO BE USED ONLY WITH MY PERMISSION. Texting in class is not permitted under any circumstances. Please refrain from texting your child during instruction time. If there is an emergency, please contact the front office.

Bullying-

There is a Zero Tolerance policy regarding bullying of any kind- verbal, physical, sexual, or cyber/electronic. Any instance of bullying in class will result in the immediate removal of the student by an administrator.

Dress Code-

Students in violation of the dress code will not be allowed to enter class until it is remedied, i.e. shirt not tucked in, pants sagging. Any serious violations or violations that cannot be immediately rectified, i.e. skirt too short, blouse too revealing, will result in the student being sent to the office.

Class Policies and Procedures Acknowledgement

We have read through and understand the class policies and procedures and any questions regarding them have been asked and answered. The policies and procedures may be subject to change. Please return then signed form to Mrs. Lawler-Kelley FOR A 100!

Printed Student Name _____

Student Signature _____ Date _____

Parent Printed Name _____

Parent Signature _____ Date _____

Parent Cell Phone: _____

Parent Email: _____