Ms. Tripp – Math

2017-18 Classroom Routines

Procedures and routines are an important part of life.  There are certain routines we have at home and certain ones we have at school.  These allow everyone to understand what their responsibilities are and what is expected of them.   I have outlined my classroom procedures so that we all do our part to best use our time in the classroom.

Before you enter my classroom, it is important for you to make sure you have everything you need: your planner, your math notebook, **sharpened** pencils (more than one), paper, and your homework.  Once you enter the room, you are expected to find your seat quietly, begin filling in your planner and then start working on the day's Bell Work (BW). All BW will be worth five points.  I need you to also place the previous day's homework assignments on your desk so I can check it as I walk around.  The rubric for Homework is posted in the classroom. If you have make-up work to give me, this is the time to tell me.  Please label make-up work with either **ABSENT** or **LATE**. Late work is not accepted more than one day late, unless there is parent note with a valid reason.

Once the bell rings, the 50 minute class period begins.  We have a lot to accomplish in that short period of time and I need you to pay attention until we are finished. The administration has decided teachers are not to write passes during the first or last 10 minutes of a class period. Everything introduced and covered is important in my math class.  We will not be able to wait for students who are not prepared, so please make sure you have what you need.  If there is a problem with obtaining your school supplies, please see me.  Do not be afraid to ask for help! : )

While I am instructing, do not get up out of your seat or ask for a pass - unless you have an emergency.  If you have a question, raise your hand quietly and wait until I either call on you or I come to your desk.  If someone else is talking, asking a question, etc. wait until you are called on to share.  Individual conversations are not permitted during instruction.

During the last few minutes of class, once we have completed the instruction and discussion of the lesson, you may choose to either talk quietly or continue to work on your class work.  I will announce when this time occurs.  Any unfinished class work becomes homework and is due the next school day.

At the end of the class, you will have two minutes to gather your belongings and wait for dismissal.  You are to stand behind your chair and wait until I dismiss you.  Remember, I dismiss the class, not the bell.

After this sheet is signed by a parent or guardian, place it at the front of your Math notebook.  It may be redeemed for one free homework pass worth no more than 10 points at any time during the school year.

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Student Name                                                   Parent Signature