

# Mr. Winters

## Classroom Policy and Procedures

The following rules are essential to creating an environment which is safe and conducive to learning. Disruptive and distracting behavior will not be tolerated. If these rules are followed, we can make this course a very rewarding experience.

- 1) **Prepared**- Bring your textbook, notebook, homework, writing utensils. I recommend bringing a calculator.
- 2) **Punctual**- Be in your seat and ready to begin class when the bell rings. If you are late I expect to see an admit pass from your previous teacher.
- 3) **Hall Pass**- It may be used only in an emergency. After your first use, don't ask!
- 4) **Neatness**- Perform your work in a neat, legible fashion. If I cannot read it, I will not grade it. Keep your desk and area clean. Report any damage or graffiti to me. Papers should look professional.
- 5) **Courteous and Respectful**- As young adults, you are aware of the behavior expected of you.
- 6) **Raise your hand** to answer a question or leave your seat.  
Do not talk when others are talking. Every person has a right to be heard.  
Do not talk when I am talking.  
Treat others with respect and cooperation.

Lab Procedures will be discussed before labs.

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### Absences

\*\*It is the STUDENT'S responsibility to inquire about information that was covered, missed, collected, or passed out. If you miss notes, get them from another student.

\*\*Each student has as many days as they missed to make up the necessary work.

\*\*Any student missing the day of a test may be given an alternate test.

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