# Classroom Discipline Expectations and Procedures

**Class starts when the bell rings**. You should be in your assigned seat ready to work at this time. Attendance will be taken during the first 3 or 4 minutes. It needs be quiet for this to be done quickly.

**Class is dismissed when I release it.** The bell does not give you permission to leave. All clean up will be finished and students will be in there assigned seats. All tools will be put away in there proper places. Do not hang around the door. If we start cleanup 10 minutes before the bell, there should be no problem being released when the bell rings.

**Anybody entering the classroom after the bell rings must have a valid pass** or will be marked accordingly**.**

**Anybody leaving the classroom during the class must have a valid pass.** There are classroom passes for rest room and locker use in each flower pot at the back of classroom. Only one person will be permitted to leave at a time. Ask for permission before using the passes. Passes are good for 4 minutes and only to go where designated.

**The “Student Code of Conduct” will guide us.** There will be no exceptions made for language or behavior because you are in a "shop" class.

**Lab discipline:** Failure to have safety glasses or lab materials ready to work will result in loss of lab privileges for the day. There is a designated study area you will be asked to sit at during the period. Alternate assignments will be given to those people "Benched". You will also be asked to sit out if you must be reminded during the hour to wear your safety glasses or are not working.

**Class discipline:** Class interruption, horseplay, and other rule violation will result in a 15 minute detention after school in my room. This must be made up or arrangements made during the next 3 consecutive school days. Failure to do so will result in an office referral. Once the office has a referral it is out of my hands. The first detention we will have a discussion. Chronic offenders will spend time cleaning the lab. A third offence resulting in a detention will also result in parental involvement.

## Classroom Behavior and Safety Contract

As student in the Intro to Industrial Technology class at LHS, I agree to the following conditions under which I must work in order to ensure a safe and functional work environment, to give all students an equal chance at success, and to maintain the respect of the instructor and my fellow students.

1. To remain safety conscious at all times. To know and obey all safety rules. Safety glasses.
2. Safety glasses **must be worn** at all times when working in the lab.
* Failure to do so may result in: a. Forfeiture of work time, b. Office referral, c. Parental conference, d. Removal from class
1. To remind others of safety rules and accept safety reminders from others.
2. To never take chances when safety is involved.
3. To never use tools and equipment without the instructors permission.
4. To not jeopardize my own safety nor the safety of fellow students by indifference, carelessness, or horseplay.
5. To be courteous and respectful of all others in the classroom. No one talks when the instructor is speaking or another person is answering or has permission to speak.
6. To get to class on time. Tardiness will not be tolerated. All tardies will be recorded in the grade book
7. To treat all equipment with respect.
8. To use only your own supplies and keep your supplies marked and in your control.
9. To keep a clean and orderly workspace. Clean up is every ones responsibility. *All* students will cease work and clean up 10 minutes before the end of the hour.
10. To not leave the classroom without permission.
11. To not bring food or beverage into the room.

Date:

Student (Print):

Student Signature:

Parent Signature: