

Mr. Ison's Classroom Policies

2012 – 2013 Academic Year



Food and Drinks

- ❑ Food is to be consumed outside of the classroom.
- ❑ Bottled drinks are permitted as long as they have a lid. If you spill a drink clean it up. Failure to clean up your mess will result in drink privileges being revoked for the ENTIRE CLASS.
- ❑ Seniors – abuse of your privilege going off campus will result in the loss of this privilege.
- ❑ Trash goes in the trashcan.

- ❑ REMINDER: Duval County Public Schools prohibits food or drinks in science laboratory settings due to the chemical and biological nature of experiments.

Dress Code

- ❑ You are required to follow the dress code.
- ❑ Administration is the final judge to whether an item of clothing is considered appropriate.
- ❑ Closed toe shoes must be worn in the lab during lab days.
- ❑ Hats belong in your locker. Hats worn in the building will be confiscated.

- ❑ REMINDER: The temperature is set and regulated by DCPS, *dress accordingly*.

Beginning of Class

- ❑ Enter the classroom quietly. Horseplay will be left in the hallway.
- ❑ Check the board for a warm-up assignment. If a warm-up exercise or quiz is available, begin working quietly.
- ❑ On test days, sit quietly until directed by the instructor on what procedures you need to follow.
- ❑ Have all supplies ready to use, that means paper and pens on your desk and pencils already sharpened. Books and bags go under your desk to prevent a fire hazard.
- ❑ **REMINDER:** When the tardy bell rings you are on my time!

Tardy Policy

- ❑ You are considered “on time” if your ENTIRE body is through the threshold of the door when the late bell rings.
- ❑ Any student hanging out in the doorway or hindering another student's entry into the class will be considered late.
- ❑ If you are tardy, go get a tardy.
- ❑ If you are more than 10 minutes late you are skipping.
- ❑ If you are more than 45 minutes late you are absent.
- ❑ Knock on the door only if you have a tardy pass (properly documented from the dean) or a security escort (where the escort will attest to your arrival before you are admitted).

- ❑ REMINDER: The instructor deems whether you are tardy.

Seating Assignments

- ❑ Classroom seating is assigned by the instructor.
- ❑ Desks are arranged how the instructor wants them and may be moved ONLY with permission given by the instructor.
- ❑ Students may be asked to move at anytime and are expected to move with a positive attitude and in a timely fashion.

- ❑ REMINDER: You are a guest within the classroom, hospitality is granted to those who act accordingly.



Cell Phones and Other Electronics

- ❑ Any visible cell phone, regardless of whether it is in use, will be confiscated. Cell phones are to remain in your cars, bags, or pockets until the end of the day.
- ❑ CD players and iPods are allowed ONLY in the hallways. They need to be put up and off while in the classroom.
- ❑ REMINDER: Duval County School Board policy states that cell phones must be set to the “off position” and “out of sight” during school hours.

Hall Passes

- ❑ Students need to use the restrooms before and after class.
- ❑ Hall passes are only given during the middle 30 minutes of class, if an emergency is deemed by the instructor.
- ❑ Students must have an ID badge to use a Hall Pass.
- ❑ Hall passes are only granted during 1st and 2nd periods, due to the lunch schedule and short length of 7th period.
- ❑ REMINDER: Hall Passes are a privilege and ONLY FOR EMERGENCIES. Students must also wait for a security escort.



Fire Drills

- ❑ The class will be dismissed by the instructor.
- ❑ Leave books and bags in the classroom. Ladies, please take your purses.
- ❑ Maintain order and leave in a quick fashion when you are dismissed.
- ❑ Report to the assigned area and stay until time to return to the building.
- ❑ REMINDER: Fire Drills are serious in nature, failure to take it seriously or follow directions will result in consequences!



PA Expectations

- When the announcements come on please stop what you are doing and listen. There may be something important that you, your peers, or the instructor may need to hear.
- REMINDER: PA Announcements are typically important, hence why the administration feels that class should be interrupted for you to hear them!



Class Dismissal

- ❑ The bell is to inform you of when class is scheduled to end, but the instructor dismisses the class.
- ❑ Students should remain in the class until dismissed by the instructor. Forming lines at the door is unsafe.
- ❑ Upon exiting the classroom throw all trash in the trash bin, be sure all work that is due is turned in, and all borrowed books are returned to their proper spot on the shelf. Failure to keep the room clean will result in a stricter class atmosphere.
- ❑ Borrowed books should be returned to the shelves after the dismissal bell has rang and the instructor dismisses the class.
- ❑ **REMINDER:** The instructor dismisses the class!