

# **Mrs. Mason's Class Rules**

- Bring paper and pen/pencils to class every day.
- Be in your assigned seat ready to begin class when the bell rings. Otherwise you will be late and required to sign the late to class sheet. 4 tardies = detention
- Keep your hands, feet and objects to yourself and stay in your seat unless you have permission.
- Do not sit at my desk or enter my office without permission.
- If you are absent, check the make-up work file or ask Ms. Mason what you missed. You have 3 days to complete make up work.
- Horseplay, punching, shoving or hitting will not be tolerated.
- Complete your own work. Any attempt to cheat will result in a zero.
- Do not change any of the computer settings; this includes background, screen savers, icons, etc.
- Students are allowed to use only their Smith Co Schools email in this class.
- Student's personal Cell Phones/IPads/Tablets or personal electronic device should not be seen or heard during instructional time.
- Do not access the Internet without permission.
- No streaming of Netflix, Amazon Prime, Pandora or any other video/TV/music website.
- No food or drink in this classroom. Leave on the table by the door.
- Speak only at appropriate times, with a proper voice and language and only when given permission.
- Rude, violent or abusive behavior will result in immediate removal from this classroom.
- Treat fellow classmates, school personnel, guest to our room and your teacher with respect.

**Unless otherwise noted in student handbook, punishment for choosing to break a rule will be as follows:**

**First offense = Verbal Warning**

**Second offense = Detention**

**Third offense = Turned over to administration.**

