



# Dr. Nair's Class Procedures

**Coming into Class:** When you enter the classroom, there will be a warm-up on the board that you are to immediately be working on, independently.

**Turning in Assignments:** Every assignment must include your full name (first and last) and period. Assignments are to be turned into the tray at the back of the room immediately after the bell rings or it is considered late.

**Going to the Restroom/Nurse during Class:** Only one person will be allowed to go to the restroom at a time. You must leave the cell phone in the box provided, turn in a restroom pass, sign out/in in the sheet provided and take the bathroom pass with you. Do not leave during instructional time (notes, discussions, etc.).

**Electronic Devices:** ALL ELECTRONIC DEVICES ARE TO BE TURNED OFF WHILE IN THE CLASSROOM!!! All electronics, seen or heard, will be confiscated and returned at the end of class on the first offense. Upon the second offense, the device will be turned into security. We will use cell phone to play educational games like Kahoot and Quizlet online to review content!

**Lab Safety & Behavior:** When in the lab you will remain at your assigned lab station. Relevant lab safety and cautions will be discussed and all safety rules must be followed. Goggles, aprons, and closed toed shoes will be worn for each lab. Every precaution in the lab must be taken to not endanger yourself, your classmates, or the lab equipment. Disobedience and horseplay will result in removal from the lab area. *Any lab equipment that is damaged by a student will be replaced by that student.*

**Behavior Intervention:** Following steps will be taken to address classroom behavior that interferes with teaching and/or learning experience of other students. Warning will be issued first time student causes disruption. Second time, student will be given time-out in the hallway to reflect and fill out "My Action Plan." Third time, parent/guardian will be called and a meeting/conference will be set up to address the issue. Fourth time, student will be sent to the administrator with a referral.

**If you are Absent:** If you must miss class, please collect worksheets ahead of time, email me or check the folder in class. When you return from an excused absence, speak to me. *Remember you are responsible for obtaining assignments and scheduling make-up quizzes, exams and labs.* You have the number of days you were absent to make up labs/ assignments.

**Organization:** To succeed in school, retaining and organizing paperwork and assignments for all your classes is important. I suggest using a 3-ring binder with dividers to hold all your papers and a calendar or agenda to keep track of assignment due dates. Please come see me if you need help getting organized.



**Respect:** I do not tolerate disrespect toward others or materials (desks, chairs, rulers, walls, ANYTHING). If you damage something, be prepared to replace it.

**Class Dismissal:** The bell does not release students from class, the teacher does. Prior to the bell, students must be sitting in their seats and silently waiting for the teacher to dismiss them.

**Food/Drink:** No food is allowed in the classroom. Water is allowed in the desk area.