

## Ms. Abutin Mandarin Class Policy

08/07/2019

I am a strong believer of every student can achieve, therefore my goal is to ensure all students are actively learning in a positive uninterrupted environment. Please read my class policy and expectations with students, SIGN AT THE BOTTOM, and have student return the signed paper.

### Class Policy:

- Be responsible: arrive on time, and silently enter class;
- Be prepared: take out required materials (see syllabus) silently after sitting down;
- Be respectful: raise hand and wait to be called on before speaking; No yelling allowed;
- Follow directions the first time they are given;
- Remain in assigned seat unless instructed otherwise;
- Respect the difference of Chinese culture;
- Embrace the difference between students;
- Mistakes are OK.

### Rewards:

- Individual:
  1. Group leader: for the student who has the best score in that table and willing to help other students;
  2. Free homework pass: when get 100% in a test;
  3. Positive call home.
- Class: Free time, movie time.

### Consequences:

- 1<sup>st</sup> time: warning;
- 2<sup>nd</sup> time: private conversation & reflection paper;
- 3<sup>rd</sup> time: detention, call home;
- After 3<sup>rd</sup> time: office referral & class suspension.

### Electronics Policy (Based on NUSD Policy Student handbook Page 15):

- ★ Electronic devices must be put away and not visible during class. Student who uses electronic devices in class will have the device taken and turned into the office. ***\*\*Parents: Please DO NOT attempt to call or text your student while he/she is in my class for any reason. Should an emergency arise, please contact the front office. "My mom just texted me" is not an acceptable excuse.***

### Drinking and Eating Policy:

In order to keep a clean learning environment, no food or drink is allowed in class (including gum); Only bottled water with a cap is allowed. If student is caught chewing gum or littering, they will be assigned lunch detention or cleaning the classroom.

It is my desire to have a well-organized, uninterrupted classroom. Let's work together and do our best to have a successful year. I am committed to provide the best teaching experience possible.

(Print student name)

(Parent signature)

(Date)

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