- **RESPONSIBILITY:** Students must adhere to project and assignment deadlines and always have all necessary writing materials, including Chromebooks. It is also the student's responsibility to check Google, Passport, Spanish Dict. for assigned tasks. It is also the student's responsibility to check with the teacher concerning any missing task if they were absent from class. Students should use **Blue, Black ink or a pencil** for written assignments.
- Papers:
 Should be headed across the top of the paper: First and Last names. Class Period:

 Date:
- Attendance/Tardiness You are expected to be in class every day and on-time. Please refer to your student handbook and become acquainted with the rules governing attendance.
 - Food, Cellphones, It is strictly prohibited to eat food in classroom unless otherwise mandated by administration, ONLY water in (Clear containers) will be allowed.
 - Academic Integrity Cheating, copying and plagiarism are forms of academic dishonesty and constitute a very serious offence. Even if you study or practice with a classmate, be sure to prepare your own individual work unless it is a group assignment. "Students are responsible for knowing and abiding by the Policies as set forth in the Student Hand-Book and the faculty members' syllabi. All students are expected to do their own work and to uphold a high standard of academic ethics.
 - **Language Lab** The Foreign Language Lab is located in E-2. Students are expected to use the equipment responsibly, and only for school-related work. The lab can only be used under teacher's supervision.

Required Materials 1.5" or larger 3-ring binder with 5 tab dividers (Vocabulary/grammar, Listening/speaking, Culture, Practice, Returned/Graded work) Internet access, headphones.

CLASSROOM RULES AND EXPECTATIONS

- Come prepared to work and participate every day. Sleeping or putting your head down on the desk is **NOT** accepted.
- Arrive to class on time in an orderly fashion, take your seat immediately, and wait for the teacher's instructions.
- Always treat both the teacher and your fellow students, with respect. Ridicule and rude behavior will not be tolerated.
- At the end of class, remain seated and wait for the teacher to dismiss you before getting up to leave.
- Hats and hoods are prohibited inside the building.

Cellphones can only be used with teacher's permission.

Grading Policy

1. Benchmarks 2. Quizzes 3. Tests/Projects	
4. Daily Work 5. Homework	
TOTAL	<u>100</u>

<u>Please note that all links to the different platforms will be POSTED in Google classroom. You will be given your</u> <u>Google classroom code on Monday morning</u>