



## **Middle School Syllabus**

### **Absence Policy:**

When a student misses any class time due to an absence (ie - doctors appointment), it is their responsibility to communicate with each subject teacher upon their return to school in order to receive any make up work. Due dates for the make up work will be determined by each individual teacher based on the amount of class time missed and type of assignment.

### **Late Work Grading Policy:**

Late daily assignments will be accepted for partial credit or no credit as determined by each individual subject teacher. Late long-term assignments will lose 5 % credit each day, up to five days. After five days no credit will be given for the late long-term assignment.

### **Extra Credit Opportunities:**

There will be no individual extra credit opportunities offered. Any extra credit offered is at the discretion of the subject teacher and will be offered to all students in the class.

### **Standardized Heading for Assignments:**

Any assignment should follow the standard heading found below. A point will be taken off if the header is not present on the assignment. In addition, a point will also be lost for any assignment, quiz or test that is completed or turned in without a name.

The header should include the student name, their student number, the date, and the subject in the upper right hand corner. The assignment (ie – page numbers and problems) should be written in the top left hand corner.



#### Mailboxes:

Students are provided mailboxes in the front of their homeroom. They are to be checked at least once daily as important information may be delivered through this method.

#### Snack Policy:

Students may bring in a small snack to be eaten during the first 10 minutes of their 3<sup>rd</sup> period class if they choose. The only beverage is allowed is a water bottle, they cannot bring in anything that requires utensils and it should be a small, healthy snack.

#### Hall Passes:

Students are required to have a yellow hall pass or a bathroom pass with them anytime they are in the hallway other than during a change of class. Students must have a teacher initial their assignment book when they leave the room to visit the restroom.

#### Middle School Classroom Rules and Expectations:

1. Enter quietly and take your seats.
2. Begin homework corrections or daily energizer.
3. Follow directions the first time given.
4. Complete all assignments and participate fully in class.
5. Treat others respectfully and with a smile.
6. Walk quietly and in single file at all times when in the hallway.