

Policies and Procedures for a Successful and Fantastic Sixth Grade Year in Miss Kirkham's Class!!

Grading Policy:

Grades are based on class participation, class work, homework, quizzes, projects, presentations, group-work cooperation, and exams. All quizzes, exams, projects, homework and class work are given a point value. Some are worth more points than others, but all are equally important.

Grading Scale:

All grades earned by students are calculated as percentages and translate to letter grades according to the scale below:

A 100-93	B+ 89-87	C+ 79-77	D+ 69-67
A- 92-90	B 86-83	C 76-73	D 66-63
	B- 82-80	C- 72-70	D- 62-60

Behavioral Expectations:

The Four P's

Students are expected to follow the Four P's as listed below. Following these guidelines will ensure that students get every opportunity to make their best effort and have a successful year:

- ❖ **Preparedness:** Students are expected to be prepared for class at all times. All necessary books and supplies need to be in the student's possession upon entering the classroom. Students may not go back to their lockers to retrieve materials after class has begun. Student planners must also be brought to every class.
- ❖ **Punctuality:** Students are expected to be on time to class. Even though there are no bells, students are expected to pay attention to their schedule. Three tardies to class equal one detention.
- ❖ **Proper Behavior:** Students must exhibit proper classroom behavior at all times. This includes and is not limited to talking while the teacher is instructing, talking while a fellow classmate is speaking, passing notes, lack of respect for a fellow student while she is sharing ideas/presenting a project, cheating (copying homework or copying from a fellow student's test), disrespectful language or actions toward another student or teacher, dishonesty, and plagiarism. There is a zero tolerance policy in the classroom and students should be aware that proper behavior is expected at all times. Not following these guidelines will result in a detention and/or a parent conference.
- ❖ **Participation:** Students are expected to participate during all class discussions as well as during group activities. Students who fail to participate and contribute to group activities will be docked points for the assignment.

Homework:

All homework must be turned in on the assigned due date. Late assignments are accepted, but only after one day and for only half the points. Do not attempt to turn in an assignment any later than that, it will not be accepted (except if you were absent). When turning in an assignment late, please write LATE at the top and place it in the late work tray.

Absences:

Students who have been absent must make up all missed work. It is the student's responsibility to find out what they have missed. Students are expected to contact other students for any class notes that are missed. See the teacher to get any handouts that you might have missed. Most importantly, check the website for homework assignments, it is updated daily. When turning in absent work, please write ABSENT on the top and place it in the late work tray.

Tests and Quizzes:

All tests are announced a week ahead of time. They are also posted on the website. Tests are worth 50-100 points. Quizzes are announced at least two days in advance and can be worth between 10-20 points.

Tests and quizzes must be made up if a student is absent. Meet with the teacher to arrange a time to make up a quiz or test.

Extra Credit:

Extra Credit is assigned occasionally. DO NOT ASK.

I look forward to a successful and fun year! I am positive that all students will perform to the best of their ability and conduct themselves according to the Student Learning Expectations set forth by Immaculate Heart Middle School.

I have read the classroom policies and procedures and will do my very best to abide by them.

Student Signature _____

I have read the classroom policies and procedures and am aware of what is expected of my daughter.

Parent Signature _____

