Mrs. Coggins’ Science Classroom Expectations and Procedures

**Be Respectful!**

1. Always be respectful of your teacher.
* Listen actively and follow instructions.
* Have a positive attitude and be flexible. Don’t complain and make the best of whatever task I give you!
* Treat your surroundings as if they are your own. Pick up after yourself.
1. Always be respectful of your classmates.
* BULLYING OF ANY KIND IS NOT TOLERATED!
* Treat others the way you would like to be treated.
* Do not speak when others are speaking.
* Do not speak negatively to your peers. If you have an opposing opinion, share it respectfully.
* Be willing to help and encourage others. Lead by example and model appropriate behavior.
1. Always be respectful of yourself.
* Know you are capable of everything required of you. I believe in you and I won’t give you anything you can’t handle!
* Keep your work and your work area neat, organized, and presentable.
* Remember tomorrow is another day. We always get a chance to start over every day.
* Always create original work. Collaboration with peers is acceptable. Students turning in the same work is not.
* ASK QUESTIONS if you don’t understand something! If you don’t get it, chances are you’re not the only one.
* You have the right to a safe and comfortable learning environment. If you have a concern, please come to me so I can help you. Never be afraid to tell me or ask me anything. That’s why I’m here!

**Be Prepared!**

1. This is science class. We are going to do some really fun things this year but I also expect you to work hard. Be prepared to give me your best work every day.
2. Complete every assignment on time, neatly, and to the best of your ability.
3. Bring your required materials with you to class every day, including your science notebook and agenda.

**Entering the Classroom**

1. Please use the restroom, get water, or visit your locker BEFORE entering the classroom.
2. You may only use your BYOT when I allow it. It should otherwise be off and put away. I will take it if I see or hear it.
3. You are expected to be on time every day with all required supplies and assignments.
4. Every day there will be a warm-up on the board with specific instructions. You are expected to come into class and immediately get started QUIETLY working on it unless otherwise instructed. You should not be up walking around or chatting.

**During Class**

1. Talking
* You will spend most of the year sitting in groups of four. I trust you to be responsible and respectful. Working in groups is a PRIVILEGE, but it is also the best way for you to learn. I WANT you in groups, but you need to be able to handle it! If you can’t, we will adjust accordingly.
* If I am talking, you’re NOT. Plain and simple.
* If we are having a class discussion or if you have a question or a comment, raise your hand to speak.
* When working in groups, you are to talk quietly and you should only be talking about what we are learning.
1. Moving Around
* Raise your hand and wait for permission to get out of your seat.
* Please sit in your seat properly. This means facing forward, all four legs of the chair on the floor, and your head up. Keep your hands and feet to yourself.
1. Participation
* When I write, you write. If I’m writing something on the board, you can bet it’s important. It’s not my goal to give you carpal-tunnel syndrome! Most notes will be guided notes.
* As soon as you enter the room you should be working on your warm-up. When you’re finished, you are expected to copy down your homework assignment in your agenda. You are expected to do this every day.
* I understand not everyone likes to participate by speaking up. Participation isn’t just about speaking. I can tell when you’re actively listening and engaged in the class or spacing out and daydreaming.
1. Gum and Food
* There is ABSOLUTELY POSITIVELY NO GUM in my class. EVER.
* There may be times when I reward you with candy or snacks of some kind. This is the only food that should be eaten in my class unless I have given you special permission.
* I will allow you to have a water bottle in my class as long as you are respectful and responsible.
1. Lab Safety
* No running around or horseplay in the room.
* No throwing things. Not even a cotton ball. This room has glass cabinets that other classrooms don’t have.
* Again, no food or gum. The science lab has chemicals and all kinds of things that you don’t need to ingest.
* Sinks: Turn on the faucets SLOWLY. If you make a mess, clean it up! The sinks are NOT trashcans.
* Use common sense. If you think it’s a bad idea, it probably is. If you have to look at me to see if I’m paying attention to you, you can bet that you shouldn’t be doing whatever it is you’re doing.

**Leaving Class**

1. I will announce when it is time to start packing up and getting ready to leave class. Do not start shuffling around and packing up before I give you permission.
2. Clean up your immediate area. Look around for trash on the floor and at your table, and pick it up even if it’s not yours!
3. Chairs should be pushed under the desks and all stools should be under the counters.

**Homework**

1. Homework will be assigned 1 to 3 nights a week. I don’t give homework on Fridays unless it’s a continuation of classwork or a project.
2. There is not always a “right” or “wrong” answer. My homework is as much about effort as about accuracy. Try your best! If you don’t know the answer, give it your very best shot. You will never get a zero if you try!
3. Some projects will require work outside of class. This will be the only time you’ll have weekend homework.

**Absences**

* Absent students are expected to collect their missing assignments on their first day back in school. All missed work will be in the “While You Were Out” bin on my left counter.
* There is a calendar on the bulletin board with assignments. If the assignment is on the calendar, it is to be turned in for a grade.
* I keep a model notebook on my lab desk as a reference. Make your notebook look like mine!
* You will have 2 days for each day absent to turn your assignments in for full credit. I am happy to help get you caught up on missed work, but not during regular class time. I’m available during lunch or PA for extra help on designated days.
* After the two days, the policies for late assignments below apply.

**Late Assignments (not due to absences)**

* You will have 2 weeks to turn in the work after the day it was due. For these assignments, 10% of the point value per day after the due date will be docked. You will receive a signature for missing assignments.
* You will receive a **zero** for the assignments turned in after the two-week period.

**Grading Breakdown**

* Tests and Projects (FORMAL): 65%
* Quizzes, Classwork, and Homework (INFORMAL): 35%

**Required Supplies EVERY DAY (in addition to your agenda)**

* 1 subject spiral notebook preferably with PLASTIC cover. You will need four (one for each quarter).
* Pencils or pens
* Scotch tape or glue sticks

**Assessments**

* A variety of assessments will be given throughout the year, but a few will remain constant:
	+ We will have periodic notebook checks, and students will be given a rubric.
	+ Almost every week we will have a quiz or a cumulative test on a specific unit. Unit Tests will count more than weekly quizzes.
	+ We will have projects for each unit, averaging out to about one per quarter. You will be given plenty of time to complete these outside of class, and you may be given some time in class to work on them as well.
	+ Classwork will be a variety of things. This can be lab write-ups, foldables, group work, worksheets, or activities.
	+ I am not just here to teach you science. Writing and research are VERY important. We will write in complete sentences most of the time, and I expect proper punctuation, grammar and spelling! You need to be able to communicate effectively!
	+ Organization is critical to success. We will work on organizational skills all year long.
	+ Formal assessments scored below an 80% can be retaken within two weeks of the returned test for a highest possible score of 80%. Students must make an appointment for the retake during working lunch.

**One last thing...**

I like to have fun in my class. A LOT. No one likes a boring class, and science is fun! If it’s not fun for me to teach, it won’t be fun for you to learn! But it can’t be fun every minute of every day, so no complaining when it’s not! Yes, there are a lot of expectations here, but most of them are common sense and really easy to adjust to. The bottom line is: YOU WILL GET OUT OF MY CLASS WHAT YOU PUT INTO IT! If you give me your best and show everyone respect we will have a great year!!☺

I have read Mrs. Coggins’ Science Classroom Rules and Expectations. I know that my academic success is directly linked to my behavior. I understand all of the expectations and I agree to follow the classroom rules.

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My Name Date

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Parent/Guardian Signature Date