**Discipline Plan/Interventions for Glisson 2021 - 2022**

1. Verbal Warning / One-on-one conference/redirection
2. Parent Phone Call/ student sent to another class to work Barthle or Steinbrink
3. Detention
4. Parent-Teacher Conference
5. Referral

Procedures:

1. SEATS – Please come in and sit in your assigned seat every day when you get to class. I check attendance by looking to see if you are in your seat!
2. TARDIES – You must be sitting in your seat when the bell rings; otherwise you will be marked tardy. If you arrive after the bell, you must have a written pass from another teacher. Remember the **4th** unexcused tardy counts as an unexcused absence, and may cause you to receive an F for that quarter.
3. ABSENCES – If you are absent, you must bring in a note from your parent to the attendance office within 3 days. If you know ahead of time that you will be absent, please get a pre-excused absence form. After 3 days, a doctor’s note is required, or it will be an unexcused absence. If you have **4** or more unexcused absences, you may receive an F for the quarter.
4. TO BEGIN – As soon as you come in class, look for what you will be working on in class, and have out any homework from the night before.
5. HOMEWORK – I check or collect homework at the beginning of the class. If you have your homework done correctly on time, you earn 10/10. If not, you earn 0/10. Going over homework is how you learn from your mistakes, so don’t miss out on this opportunity!
6. QUESTIONS – When you want to answer or ask a question, please raise your hand and wait until I call on you.
7. LEGIBLE WRITING – Since many of your assignments will be hand written they need to be legible. **I cannot grade what I cannot read.** Be sure to write as neatly as possible to avoid receiving a grade of 0.
8. PENCIL OR PEN? FRONT OR BACK? – Assignments may be in pen or pencil. Please write compositions on every other line. You may write on the back of your paper if you are writing in pencil. Pen makes this too difficult to read easily.
9. CHEATING - Please do your homework and other assignments alone. You will not learn if you copy from others, and you will not be helping your classmates to learn if you allow them to copy from you. If you have copied or have allowed others to copy from you, you will receive a zero. Using an online translator or copying from a webpage is cheating, also called plagiarism.
10. PASS IN YOUR PAPERS – I collect papers by row. Remember to write your name, date, period & assignment in the top right corner of every paper.
11. PHONE – No students may use my phone. If you have an emergency, you may ask for a pass to use the Student Affairs phone. If I see you use your cell phone for calls or texting, I will take it away and give it to the dean/front office as per school rules. They will contact your parents to arrange getting the phone back.
12. AGENDA/ HALL PASS – Bring the Agenda every day to write down homework assignments, and for your hall pass. No pass will be given out during the first 15 minutes or last 15 minutes of class. Please go to the bathroom before coming to class. Only one pass will be given out at a time and this is at the discretion of the teacher.
13. MAKE-UP WORK – It is your responsibility to obtain any materials and find out what we did during your absence. **You have two days per absence to make up and turn in work**. See me before school, during lunch, or after school to make up a test.Make-up tests will be different than the original.
14. LATE WORK – **No homework assignments will be accepted late after the first day**, unless you have an excused absence. Grades for compositions and projects are lowered 20% each day it is late; therefore, 1 week (5 days) after the original due date the grade for that assignment would be zero.
15. DISCIPLINE – Any behavior which does not suit the classroom will be dealt with in the following way. First offense - Students will receive a verbal warning and behavior will be documented. Second offense – Students will receive a verbal warning and may be removed to an adjoining teacher’s classroom and parents will be contacted. Third offense – The teacher will call a parent-teacher conference. Fourth offense – Referral to Student Intervention Services, and Dean Striplin. Student may receive either ISS or OSS.
16. DRESS CODE – All students are expected to adhere to the school dress code as set out in the student handbook. Any student who does not meet the dress code will receive a dress code violation notice at the beginning of class and will be reported to Dean Striplin and may be asked to go home and change.