

Class Policies and Procedures Matter & Motion / Earth Systems

Instructor: Mr. Varney

Room: 147

Email: evarney@bathpublicschools.com

Phone#: 443-8250

Welcome to the Morse High School Community. I am looking forward to a fun and educational school year. As a Morse High School Alumnus, I appreciate the power of a solid educational background, which allows you to understand and engage the outside world. My educational background includes a Bachelor of Science degree in Environmental Science from Dickinson College. I studied internationally with the Sea Education Association as well as the University of Queensland in Brisbane, Australia. In addition to Morse High School, I have taught science at the Catalina Island Marine Institute off the coast of California as well as for the Schooner *Ernestina* Foundation and World Ocean School here in New England. I am excited to teach and learn from everyone in our class. I believe a commitment of effort, good attitude, respect, and strong communication among students, teachers and parents is essential to a successful education. The following are a few policies and procedures I would like to make clear to students and parents prior to the commencement of this course.

Tardiness to class: A late arrival to class is disruptive and wastes class time. You are expected to be in class and ready to work by the bell. If you are late to class and have a pass (from another teacher or the office), please put the pass on my desk and take your seat without disrupting class for an explanation. If you are late more than three times with a valid pass, then you will have to stay after class to discuss the situation with me. If you are late four times without a pass then you will receive a one hour detention and I will contact your parents or guardian to discuss the problem. If you are late five times or more then you will be referred to the office for a Friday detention. Please understand that it is your responsibility to be on time to class. This is your warning; no other warnings will be issued without consequences.

Homework: Any assignment expected to be completed for a grade will be given a due date. The assignment must be returned by the due date to be eligible to receive full credit. If an assignment is received within a week of the due date then you will be eligible to receive half credit. If an assignment is over a week past due, you will receive a score of zero. If you are absent it is your responsibility to see me for missed work. Do not expect me to track you down! If you have an excused absence on the due date then your assignment must be received on the day of your return in order to be eligible for full credit. If you have an excused absence on the day the work is assigned then you will have a week to complete the missed assignment. Unexcused absences from class will result in a zero for any work assigned or due on that day.

Please be sure to place your homework in your class periods' homework bin at the beginning of class. This is the only way to assure that I will receive your homework.

Every student is responsible to maintain an assignment notebook. In addition, the assignments are posted on the course website: <http://www.bathpublicschools.com/moodle>

Notebook: You are required to maintain a loose-leaf three ring binder that contains only material from science class. An organized, well-maintained notebook is a priceless study guide. Please keep all material in chronological order and in the correct sections (please see syllabus for notebook organization information). Place your syllabus and other information sheets in the front of your notebook. Notebook checks will be conducted periodically throughout the year and may or may not be announced. Please keep this notebook organized on a daily basis.

Lab Safety: Inappropriate behavior in or during lab will not be tolerated. If you fail to follow the rules of laboratory conduct in the science classroom you will not be able to complete the lab activity during class time. You will have to schedule time to come in and do so after class. You may also be assigned a Friday detention. If you become a habitual offender of laboratory safety, I will be contacting your parents/guardians, making a referral to the office, and excluding you from participation in all lab activities. You will be required to complete the necessary material through the use of textbooks and research (This is not nearly as much fun as working in the lab, trust me!). You will be reviewing and signing a laboratory conduct contract during class time. The science classroom contains many specimens, scientific materials and equipment. You are not permitted to touch any of the equipment unrelated to the task at hand without permission from me. Anyone caught mistreating any of the equipment will receive a Friday detention. No Warnings.

Tests and Other Assessments: If you are absent on the day of a test, quiz, or laboratory activity it is your responsibility to see me to schedule a make-up. You will have two weeks to make up the assessment. This can be done during a study hall or after school. Before school and during lunch does not allow enough time to complete the task at hand. If you skip class or have an unexcused absence for the class, you will receive a grade of zero for that day and will not be able to make it up.

Bathroom, Drinks, Food, etc.: Leaving the class while I, or one of your peers, is addressing the class is rude and disrespectful, so don't even ask, unless it is a true emergency. There will be times when you are engaged in individual or group work and can leave without disruption. You are allowed three hall passes per quarter, so please plan accordingly. Just make sure that you have completed your work before leaving and please sign in and out on the pass log. An exception for students with medical necessity for the bathroom is **always** granted. Leaving to go to guidance, get food, talk to a friend, go to the library, use the phone, etc. is NOT okay, so please do not ask.

Water bottles are permitted in the science classroom and that is all. You will not be allowed to have glass containers or food during class. The only exceptions to this are for medical purposes. If we are doing a lab activity you cannot have your water bottle at the lab table.

Cell Phones: If I see or hear cell phones in my classroom than I will confiscate the phone for the remainder of the school day. The student will also receive a half-hour detention for the first violation. Habitual offenders will experience further disciplinary actions. Students are allowed to have cell phones, however, they are to remain in your pocket or backpack in the **off** setting. If I see or hear a phone, this is a violation to the school policy.

Music: Discmen or Ipods are not allowed in my classroom. If you bring a music maker to class, make sure it is off and in your school bag. Thank you.

I HAVE READ AND UNDERSTAND THE CLASSROOM POLICIES FOR *MATTER & MOTION & EARTH SYSTEMS*

Student

Student Signature

Date

Parent/Guardian Signature