**World Civ**

**Classroom Procedures**

**The Class Pass**

* At the beginning of every quarter, each of you will get 2 class passes
* They can be used for:
* Tardies
* Trips to the bathroom
* Retrieving things you forgot in your locker
* Or if they go unused, each one is 10 pnts extra credit!

**Beginning of Class**

**At the door**-

* Turn off cell phone/ipod/all electronics and hide them!
* Enter class quietly and go straight to your desk
* Take out your notebook and begin the warm-up

**If…**

**You are late:**

* You come in without disrupting the class and go straight to your seat.
* Get out your note and/or class pass and be ready for me to collect it.
* If you don’t have one or both of those things, we need to have a talk.

**You have been absent:**

* You visit the “What did I miss?” bin and look for the date(s) you were absent
* Quickly take one of each assignment or handout and return to your desk.
* If you read through the assignments and still have questions, ask Nackos during class downtime.

\*DO NOT disrupt other classmates with questions on what you missed!

**During Class**

**Transitions**

* You will have periods of time when you will work in pairs, groups, as a class and on your own. When it is time to change up the activity we are doing, I will flash some lights. You then need to wrap it up and quiet down to get ready for more instructions.

**Trash can and Pencil sharpener**

* There are trash cans at both ends of the room (by the door and my desk) and the sharpener is on my desk.
* You may get up from your seat to use these only if:
* No one is addressing the class as a whole and there is downtime.
* You move with a purpose! No disrupting classmates or “doddling”.

**If…**

**You have a question**

* Raise your hand!

**You are not actively participating or staying on task**

* You will lose daily points.

**Going to the Bathroom**

You CANNOT go to the bathroom without a Class Pass… unless of course it is an emergency (like you are about to have an accident!)

**Drinking Fountain**

The fountain is conveniently located right outside our class so I expect you to make use of it on your own time (as you come and go to class, not during).

**End of class**

* I will save time at the end of each class to clean up. DO NOT clean up before then.
* If there is extra time, we will usually have a team trivia challenge for extra credit points.
* When the bell rings you will be dismissed.

Name:

Period:

**Nackos’**

**Classroom Procedures Quiz!**

(15pnts)

**Short Answer**

Read the following questions then provide a brief answer (1-3 sentences).

1. What are the 4 class uses for a “Class Pass”? (4pnts)
2. If you have been absent from class, explain how you retrieve work you missed.(2pnts)
3. What things do you make sure are done before you even enter the classroom? (2pnts)
4. What are the 2 conditions in which it is ok to get up from your desk ? (2pnts)

**Complete the following phrases** (1pnt each)

1. When it is time to change up the activity we are doing, I will ­­­­\_\_\_\_\_ \_some \_\_\_\_\_\_. You then need to wrap it up and quiet down to get ready for more instructions.
2. I will save time at the ­­­\_\_\_\_\_of each \_\_\_\_ \_to clean up. DO NOT clean up before then.
3. At the beginning of class, Take out your notebook and begin the \_\_\_\_\_\_\_.