

## **Class Procedures**

The following procedures will be followed in the 6<sup>th</sup> grade:

- ❖ All books should remain covered at all times. Contact paper may only be used on workbooks. Please do not cover texts with contact paper.
- ❖ Students are expected to come to class prepared with the appropriate textbooks, notebooks, pens, and pencils. This is part of class participation and will count toward report card grades.
- ❖ Absent notes must be brought into school on the day following the child's absence. Failure to bring in an absent will result in an unexcused absence on the report card.
- ❖ Proper uniforms must be worn at all times. **Only regulatory sweatshirts may be worn.** No sneakers on non-gym days to be worn. This will result in an infraction.
- ❖ The homeroom bell will ring at 7:50 a.m. Any student who comes to class after the bell will be marked late.
- ❖ Students are **not** permitted to go to their lockers after 7:50 a.m. unless their bus is late.
- ❖ Daily homework must be written in assignment pads by the homeroom bell.
- ❖ If a child is going to be late, must leave early, or will not be going on the bus, a note **must be** written.
- ❖ By 7:50 a.m., students **must be** prepared for the day and participate in morning prayer.
- ❖ By 1:50 p.m., all students **must be** packed and **seated** quietly until dismissal. Failure to do so will be reflected on the report card. E-books are permitted; however they must be used to read independently and appropriately (no pictures or sound permitted.)
- ❖ It is the student's responsibility to empty his/her desk completely at the end of the day.
- ❖ Food and beverage **are not** allowed in the classroom unless there is a medical condition supported with a doctor's note.

- ❖ **Birthdays** are celebrated with pleasure. Feel free to bring in ices. Sixth-graders eat lunch from 11:30 - 11:50. Do not forget to supply spoons.

### **Homework Policy:**

- All homework must be on the student's desk at the beginning of each new class period.
- Homework is given Monday - Thursday. Occasionally there may be an assignment given on a Friday, but only if necessary.
- Homework is to be completed for the next school day unless the class is told otherwise.
- After three missed homework assignments, the student will receive an infraction. These missed homework assignments will be reflected in the parent portal weekly. In the case that excessive homework is missed or incomplete, the child's effort/homework grades will be affected. All grades are recorded in the portal on a weekly basis. They will start out with a 4 for no missing homework and the grade will go down accordingly as they miss a homework assignment. After two missing, they will receive a warning, three will result in an infraction.
- It is the student's responsibility to complete all missed assignments due to absence. The assignments will be due when the child returns to school. Missing tests will be discussed. Not all quizzes and tests need to be made up.
- All homework requests are to be called in to the office no later than 8:30 a.m. Homework will be placed on the table in the parish center entrance at the end of the school day, 2:00. If a child must be pulled out for vacation while school is in session, please refer to each teacher's webpage for assignments to be completed.

### **Testing Policy:**

- Due to Common Core curriculum, assessments will be administered in various ways: formative/summative (quizzes, projects, multiple-choice questions, short and long written responses, and science labs.)

- Not all assessments will have a study guide. However, review before the assessment will take place.

### **Reading Incentive:**

- Regular, independent reading is encouraged. Every child must have his/her own book in class to read independently. Through the use of weekly reading logs, the amount of books read by each student can be monitored. When a book is complete, a parent will sign the log and the book will be posted in the classroom using stickers.
- **A reading log must be completed and handed in every Friday. Failure to do so will be considered a missing homework. Each child is responsible to read at least four books per trimester.**

### **Grading Policy:**

**All subjects are graded on a four point rubric scale if the assessment is a test or a project. If it is a quiz, the grading starts with a 3, 2, 1, 0.**

### **Chromebook**

**The 6th grade chromebook must travel to and from school with them each day. If your child does not bring their Chromebook with them to school, it will result in a missing homework in each subject that it is being used in.**

**It is your child's responsibility to make sure their Chromebook is charged at all times while in school. An uncharged Chromebook will result in a missing homework in the subject that it is being used in. The charger must be kept at home. No child will be allowed to charge their Chromebook in school.**

**A separate policy and procedure will be given to the 6th grade parents from St. Patrick School.**

