

Classroom Rules & Procedures: 10th-12th Grade Girls Bible

Supplies list:

1. 1 inch 3 ring binder
2. Divider tabs that will be labeled in class
3. Loose notebook paper
4. Three (3) blue pens for class, 3 red pens for grading, and 4 highlighters (green, yellow, pink, blue)
5. King James Version Bible
6. Plastic Pen Pouch (optional)

Best way to Contact Mrs. Harrison:

GHarrison@tcjax.org

Final Average is to be derived from three averages:

1. **Homework:** 20% of the final average.
2. **Quiz:** 30% of the final average.
3. **Tests:** 50% of the final average.

Class procedure requirements:

1. Be in your seat when the bell has rung to begin class. All talking should end at this time as well. Please bring your Bible to class as well.
2. Homework is due on the date assigned and at the beginning of class. Homework left at home or in a locker will NOT be accepted (the only exception would be a major project of 100 points or more in which a letter grade will be deducted for each day late).
3. If a student is absent, it is the STUDENT'S responsibility to see the teacher and get any assignments or makeup work. The student may also view online to get his/her assignments as well. The student has one day for every day absent to make up the work missed (missed tests may be extended; however the test time must be scheduled the day the student returns to school). This is the official policy of the school. If the student fails to follow the school policy, he/she will receive a ZERO on the assignment or test.
4. Use only blue ink on assignments that will be turned in (exception would be class notes). Use a red pen to grade items in class.
5. If at any time during a lecture or explanation you have a question, please raise your hand and wait until you are called upon.
6. Do not pack up early. You are dismissed by the teacher only, not the bell.
7. There is no extra credit that will be offered if you have a failing grade. However, throughout the year, there will be opportunities to do extra credit assignments that the entire class may participate in.

Basic conduct rules:

1. No communication of any kind will be permitted unless directed by the teacher.
2. Please take trash to the trash can; do not throw it.
3. No writing notes to fellow students or they will be confiscated.
4. Do not get out of your seat without permission.
5. Listen to all instructions carefully so that they are clearly understood.



TRINITY
CHRISTIAN ACADEMY

Test and Help Class Days:

- Friday-Test Day
- Thursday-Help Class from 3:05-3:35 P.M.

Student's Last Name, First Name (Print)

Student's Signature

Parent's Signature

Best Phone # _____