

CLASSROOM POLICY AGREEMENT

W.R. Covin

Students are expected to adhere to the school policies as specified in the student handbook. Listed below are expectations that will be emphasized in my classroom:

Honesty: First of all, communication between student and Mr. Covin should always be honest and straightforward. Secondly, when using sources not in the public domain, it is always best to cite those sources and give credit where credit is due. A.I. software applications such as ChatGPT can be valuable tools, but use of such applications should not violate school policy regarding plagiarism and academic dishonesty. Students guilty of cheating or claiming someone else's work as their own can expect a parent phone call and to receive a **zero (0)** on any affected assignment or test. For additional information regarding plagiarism, please refer to the THS student handbook.

Chromebooks and Textbooks: Students are reminded that Chromebooks and textbooks are the property of Haywood County Schools (HCS) and that the student is responsible for any abuse, either intentional or accidental, which occurs. The student and his/her parents will be required to pay for any HCS property lost or damaged beyond use.

NOTE: If a student experiences any issue with his/her Chromebook, s/he should report the issue promptly. If it is determined that the student is responsible for the damage, payment can be deferred until a later date.

Be on time: All students are expected to be in the classroom **and seated** when the tardy bell rings. When a student arrives to class late, s/he must report to the ISS room (L3) to receive a tardy slip before being admitted to class. Students who exceed six (6) tardies will be subject to lunch detention, work detail, and/or ISS. Refer to the student handbook for details.

Be prepared: Students should bring all materials necessary for success to class including a **charged** working device, notebook paper, a writing utensil (no red ink please), and a 3-ring binder every day.

NOTE: Students will have a designated area to leave their notebooks and/or journals. Journals will stay in the classroom at all times and should not be removed until the end of the semester. Also, although students will normally be allowed to use their personal laptop, school-issued Chromebooks will be required for testing.

Be respectful: Students should treat Mr. Covin, his fellow classmates, and any visitors with respect and courtesy.

Electronic devices: Cell phones and other electronic devices (aside from Chromebooks and personal laptops) are not permitted for use in the classroom. Per North Carolina House Bill 959, all cell phones must be turned off and put away during classroom instruction except when device is being used for instructional purposes.

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Students are encouraged to use the phone sleeve found at the front of the classroom if s/he foresees that the temptation to use his/her phone will be too great.

Regardless, devices must be placed in the phone sleeve during an exam or whenever requested to do so by Mr. Covin.

Consequences for violation of electronic device policy are as follows:

- 1st offense: verbal warning and device placed in sleeve for a minimum of 3 school days
- 2nd offense: documented in Educator's Handbook and a parent phone call. Device should be placed in sleeve for a minimum of 10 school days
- 3rd offense: office referral issued in Educator's Handbook and device should be placed in phone sleeve for 25 school days or the remainder of the semester (whichever is shorter)

NOTE: If a student receives one or more of the consequences above, it is his/her responsibility to place his/her device in the phone sleeve for the number of days specified. Failure to do so will result in an office referral.

NOTE: Smart watches may be worn but are prohibited from use and, therefore, should be completely silenced during class time.

Restroom breaks: Students are generally not permitted to leave the classroom within the first 30 minutes of instruction. Students will be allowed to use the restroom during the time allotted for classroom assignments. Students will sign out on their Chrome Book using *SmartPass*. Only one male and one female student are allowed to sign out at time. Students should refrain from asking to use the restroom while Mr. Covin is addressing the class and/or giving out instructions unless it is an absolute emergency (an absolute emergency should not happen more than once a semester). A signed note by the parent or guardian should be on file with the school nurse if the student has a medical condition which necessitates frequent use of the restroom. Cell Phones should remain in one's bag or be placed in and/or remain in the phone sleeve while the student is out of the classroom.

I have read and understand the above expectations concerning classroom behavior and will strive to meet all listed. I understand that failure to meet the expectations listed above and in the THS student handbook could result in such consequences as lunch detention, ISS, and/or OSS.

Student signature _____

Student name (printed) _____