

Lecture

1. Stay in your seat
2. Notebooks, pen, paper
3. Raise your hand

Lab/Small group

1. Stay in your area
2. Approved materials
3. Low noise level

Independent work

1. Stay in your seat
2. Approved materials
3. Raise your hand

Entering the classroom

1. Go to your seat
2. Homework out
3. Low noise level

Tardy procedure

1. Sign the tardy book
2. Go to your seat
3. See the teacher during pre-dismissal

Sign-out procedure

1. Sign out
2. Sign in
3. See the teacher during pre-dismissal

Pencil sharpening

(if your pencil breaks)

1. Get a nubby from the teacher
2. See the teacher during pre-dismissal

Pencil sharpening

1. If the teacher is teaching, do not go
2. If someone is already there, do not go
3. If 1 and 2 are clear, go

Pre-dismissal

1. Stay in your seat
 2. Copy the homework
 3. Low noise level
- (See the teacher if you were late, absent or in the behavior log)

Dismissal

(When the bell rings)

1. Sit up, face forward
2. Clear your desk
3. No talking