

eMath Procedures & Expectations

Be Respectful... Be Responsible... Be Prepared...

Procedure	Expectation
Entering the classroom	<ul style="list-style-type: none">• Enter the classroom quietly.• Sharpen pencils before class starts.• Sit in assigned seat.• Begin board/opening class work.
Class dismissal	Class will be dismissed when: <ul style="list-style-type: none">• your area is clean,• you are seated and quiet,• class will line up and be escorted to next class.
When you are absent	<ul style="list-style-type: none">• Each class will have a specified location listing the assignments for each day.• There will also be a tray with worksheets, if needed.• Students are responsible to check this area for homework that was assigned while they were absent.
Sharpening pencils	<ul style="list-style-type: none">• Pencils should be sharpened when you enter the classroom.• If it needs sharpened again later in class, you will need to use a hand-held sharpener.
Headings on papers	<ul style="list-style-type: none">• Paper headings will be the same for each class.• Your first and last name must be on each paper on the top right hand corner unless a line is provided for name.• The date should be below your name.• The Period number and class should be below the date.• The page/assignment should be under the date.
Disaster drills	<ul style="list-style-type: none">• Students should proceed in single-file lines with NO talking and listen to teachers for instructions.
When an announcement is made	<ul style="list-style-type: none">• Students should remain in their assigned seats, be quiet, and listen to the announcements.
Passes out of class	<ul style="list-style-type: none">• Limited passes – Restroom & locker breaks are scheduled and should be sufficient to take care of locker & RR needs.• Bring items needed for class every day.
Hallway/Passing time	<ul style="list-style-type: none">• Students will line up in single file line to be escorted to / from Related Arts with NO talking.• Students should move from Related Arts to their team area. The hallway is not a place to “hang out”.• Restroom breaks need to be taken care of during scheduled times.• NO running in the hallway at any time!

