

**POLICIES FOR SPANISH CLASS - Señor Davies**

Spanish class is a privilege and, therefore, students should act responsibly in class. As young adults, I intend to treat my students as such: with respect. I ask the same in return, both for me and other students. In order to maximize learning time, I ask my students to adhere to these guidelines. Failure to follow these rules will lower conduct grades and may result in removal from the class permanently. Proper procedures will also be posted in class.

**ATTENDANCE and HOMEWORK**

1. Please **BE IN YOUR SEAT** and quiet when the bell rings, or you will be tardy. **Tardies WILL receive lunch D-hall.**
2. If you have been absent, **it is your responsibility** to find out about missed work. We do A LOT every day. Sign in for each day of your absence and get your missing assignments. It is recommended to study 10 minutes EVERY night!
3. Work assigned before the absence is due upon return to class. Late assignments lose points.
4. Homework assigned is due the beginning of the next class. **Late assignments receive half credit!**
5. The teacher dismisses the class - not the bell.

**MATERIALS**

1. Students will need **notebook paper** and a **black or blue pen**. **Work done in pencil will be accepted, but a pen is better!** A **red pen** will also be needed for checking Daily Work at times.
2. Students will need a **folder and/or a spiral** to keep notes and handouts in.
3. Students may need a **set of colored pencils or map colors** for projects, but I usually have plenty.
4. A Spanish/English dictionary may be helpful, but is not necessary.
5. **It is recommended that students keep material from the whole year as the final is comprehensive.**
6. Students will be given a Textbook (must be covered) and Workbook to use. Lost Textbooks: \$39.95, Workbooks: \$5.
7. **A box of tissues or roll of paper towels would be very helpful, but is NOT required.**

**CONDUCT**

1. **No GUM OR CANDY IS TO BE EATEN** in class. Also, visible cell phones and cameras will be taken up.
2. Courtesy to everyone is a priority. While others are talking, please remain quiet until they are done.
3. Please **raise your hand** to ask/answer a question or to be recognized.
4. **Failure to bring materials/work to class will result in lower conduct grades, loss of privileges, and lower grades, depending on how late the assignment is turned in. Half credit is given for day late assignments.**
5. Problems will be handled in this manner:

First offense - conference with the student, lower conduct grade, teacher discretion

Second offense – Lunch/after school D-hall, lower conduct grade, teacher discretion

Third offense - call parent, send to counselor or principal, lower conduct grade, teacher discretion

**If disturbances continue, students may be removed from class permanently.**

6. Conferences with parents can be scheduled through the guidance office.

7. No MAKE UP, HAIR SPRAY, OR PERFUME/COLOGNE is to be put on in class.

As **Spanish** is usually taken by students who are concerned about learning, I don't expect many problems. I encourage parents to help their students and to learn from them. This class will be fun and exciting, as well as challenging, but everyone's cooperation is needed. **Parents and students - Please sign and return this form. Feel free to keep the top part if this if necessary.**  
**Señor Davies Spanish Room 250**

**PARENT SIGNATURE** \_\_\_\_\_

**STUDENT SIGNATURE** \_\_\_\_\_

**HOME PHONE** \_\_\_\_\_ **CELL/WORK PHONE** \_\_\_\_\_

**E-MAIL** \_\_\_\_\_ **Return to Señor Davies Room 250**

**This form is also online:**  
<http://teachers.brazosportisd.net/webpages/jdavies/>