I will be **H**elpful and **E**ncouraging. I will **R**espect **O**thers and myself.

**Classroom Routine:**

I will quietly enter the room when invited by the teacher.

I will quickly retrieve my papers and be seated.

I will note classwork (CW/HW) in my planner.

I will begin working on my bellwork (BW) when the bell rings.

I will listen attentively and participate appropriately during the lesson.

I will continue working until the teacher says to clean up.

I will clean up after myself: text put away, borrowed items returned, floor clean.

I will remain seated and silent until the teacher dismisses the class.

**Classroom Procedures:**

I will place my supplies on my desk (text/planner/NB/pencil/pen).

I will place backpacks/bags on the back of my seat or under my desk.

I will write my name/clicker number on every paper I turn in (or 🡪unclaimed tray).

I will write legibly using pencil and I will show all of my work (or no credit).

I will write vocabulary words/key ideas/examples in my textbook/notebook.

I will raise my hand to ask questions when I don’t understand.

I will complete my work every day; sometimes I will need to take it home to finish.

I will not speak during quiz/test (or 0 points).

**Behavior Expectations:**

I can wait to sharpen my pencil—I have extras.

I can wait to throw away trash—and I will not “shoot baskets” with it.

I will not disrupt class.

I will not make off-topic comments.

I will not make random statements or noises.

I will not tap or click my pen or pencil.

I will not speak during quiz/test (or 0 points).

I will not get out of my seat during instruction unless it is necessary

~to blow my nose/use hand sanitizer located near the back door

~to go to the nurse if I feel nauseous—taking special nurse pass

**Possible consequences:**Friendly Reminder Discussion after class Loss of amnesty card

Loss of pass privileges Loss of group privileges Loss of class privileges

Review this document Copy this document Behavior Assignment

Parent/Guardian Signature Email home Phone call home

Teacher Referral Referral to Counselor Referral to Dean

I will speak with the teacher about personal matters before school or after class.

If I am unable to complete an assignment I will leave a message for Mrs. Wolpoff:

934-4010 ext. 0604 or [wolpoffc@santarosa.k12.fl.us](mailto:wolpoffc@mail.santarosa.k12.fl.us)

**TIME OUT PROCEDURES**

**REMAIN SILENT** (or you will complete the next level)

Realize that your behavior affects your ability to succeed at WBMS.

Your behavior also affects everyone else in the classroom.

You do not have the right to disrupt learning!

**LEVEL 1:** Read the other side of this document

Wait patiently for the teacher to speak with you

At this point you have a teacher referral

**LEVEL 2:** Copy the other side of this document

Wait patiently for the teacher to speak with you

At this point you have a teacher referral

Also, the teacher will be phoning home

**LEVEL 3:**  Go to Mr. Kramer’s or Mrs. Fulton’s room (across the hall)

Silently show the teacher this document

Wait patiently for the teacher to speak to you

Copy the other side of this document

Stand and wait for permission to return to class

Knock on Mrs. Wolpoff’s door

Remain in front of the door’s window

Wait patiently for the teacher to speak to you

At this point you have a **DEAN** referral

Also, the teacher will be phoning home

**LEVEL 4:** Go to the front office

The teacher will let them know to expect you

Silently show the secretary this document

Wait patiently for the secretary to speak to you

At this point you have a **DEAN** referral

Also, the teacher will be phoning home

The **DEAN** may assign further consequences

\*Depending on the situation, the teacher may choose to skip levels\*

\*\*Severe infraction = Automatic referral\*\*