

DISCIPLINE POLICY

Lisa Forsythe

TARDY POLICY: Students are expected to be on time to class.

For 1st block: Students should bring a tardy slip to class if they will arrive after the tardy tone sounds. Notes from teachers will not be accepted as an excuse; only a tardy slip from the office will be accepted. The office will keep record of your tardies to school and deal with them according to the school policy.

For all other blocks: Any student arriving after the tardy tone will receive two warnings. This includes bringing a note from other teachers as an excuse. On the third tardy, the student's parents will be contacted. At the fourth tardy, the student will be referred to the front office.

ABSENTEE POLICY: It is the STUDENT'S responsibility to make up work on missed days, whether excused or not. All assignments will be posted to the Google Classroom, and will be turned in through the Classroom. Students may work on assignments with any Internet connection, at home, school, the library, etc. All assignments have a given date on the Classroom and are noted in red if they are past the due date. Students may turn in an assignment up to three (3) days after the due date if they miss school. After three school days, the grade will become a zero and cannot be turned in.

INTERNET AND COMPUTER USAGE: For all courses except accounting, computers and the Internet will be a primary source of instruction. Parents should be aware that internet usage is closely monitored for most assignments, but that students also use the internet to research and find information at their discretion. The use of other sites outside those monitored by the teacher is a privilege, not a right.

- Students should not have food or drink in the computer lab at ANY time unless given express permission by the instructor. When allowed, food and drink will ONLY be at the tables, NEVER at the computer desks.
- Should a student access a site that is not allowed, or contains unsuitable content for a school setting, they will be given one warning.
- If unsuitable sites are accessed again, the student will lose internet privileges except those as specifically outlined by the Google Classroom assignment.
- Students are NOT allowed to play games for entertainment at any point, EVER. Students may play the typing games allowed by the Google Classroom.
- Students should maintain the privacy of their own school email account, and be vigilant in protecting it. Students should always log out of their account when leaving the classroom to maintain the integrity of their account.
- Students should NOT be accessing other web-based email accounts such as yahoo for any reason.
- Students should NOT attempt to access third-party servers or proxy servers to bypass the school filter to view social networks such as facebook or twitter, or to view obscene or pornographic material. Students will only be given one warning if caught using these sites. On the second occurrence, the student will be sent to the office for disciplinary action.
- Students who cause physical harm to the technology hardware will have to pay for the cost of replacing the part or the entire laptop if the damage is severe enough. This includes, but is not limited to, the external mouse, the SD card reader, cd drive, laptop keyboard and mouse.

Students are expected to use the internet as an educational resource, and to behave responsibly in accessing and viewing information.

I understand these rules and agree to abide by them. Should I commit a serious violation not outlined above, I understand my computer privileges at MCHS may be revoked for the remainder of the school year.

STUDENT

PARENT