

**Teacher Name: Michelle Workman**

**Teacher Contact:** [mworkman@sd44.ca](mailto:mworkman@nvsd44.bc.ca) **(preferred contact)**

[workyenglish@gmail.com](mailto:workyenglish@gmail.com) (any Google item)

**Online: English Website:** <http://workmanenglish.weebly.com>

1. School rules apply at all times—including if and when we are out of the classroom. Please see Agenda book for Code of Conduct.
2. Please do not bring food into the classroom.
3. You are responsible for your own supplies which should include lined paper, pens, and liquid paper if required. (This includes materials for projects.) You will be asked to write in blue or black PEN or type your assignments.
4. Try to get to class on time. If you are late, please wait quietly and courteously outside. Please let me know if you need to leave the classroom.
5. You are expected to make up any work for absences. Please make sure that a parent/guardian notifies the school for absences, late arrivals and early dismissals.
6. Please wait for final last minute instructions before you madly rush out of the room when the bell goes.
7. Cheating and plagiarizing of any sort will not be tolerated. Assignments or exams will be given a mark of 0 (zero) and your parent/guardian along with the Administration will be notified. A note will also be placed in your student file.
8. Please ensure assignments are handed in on time. There may be penalties for late work. All assignments and exams may have a cut off date where they will no longer be accepted for marks.
9. All students are expected to be positive contributing members of our classroom. Inappropriate behaviour will be dealt with on an individual basis.
10. Your cell phone is not an extension of you. There may be times in class when they may be used but otherwise they are not to be utilized.

Students and Parent/Guardian Agreement

I have read the above stated rules and regulations for appropriate behaviour. I agree to do my best to follow these expectations.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(please print)*

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

As a parent/guardian, I have read and am aware of the expectations of this class.

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_