

7th & 8th Grade Classroom Guide

Classroom Expectations

- Respect your classmates, other students, the teacher, and your Lord.
- Reflect a Christ-like attitude in all you say and do.
- Use your God-given talents to the best of your ability.
- When the teacher or another student is talking, you are listening.
- Your personal space is yours only. Use it wisely.
- Do your own work. Take responsibility for your learning!
- Ask for help when you need it.
- Homework will be completed and handed in on time.
- When you have the chance to be a leader, take it.
- Make responsible choices that benefit yourself and others.

Discipline and Consequences

Discipline will be administered with the understanding that we are all sinful human beings. Consequences will be determined on a case-by-case basis. They may include but are not limited to:

- Missing recess
- Sitting by yourself at lunch
- Moving to a different location in the classroom
- Sitting in the hallway or office
- Missing extracurricular activities
- Detention
- Suspension

While I hope nothing ever comes close to the last two options, I must be prepared to be both consistent and firm in my discipline. The student may have an input on the consequence. This is part of making choices. I will have the final say, but it is important for the student to have a voice in correcting misbehavior.

Actions that may require discipline may include but are not limited to:

- Talking while I am teaching
- Interrupting while a student is answering or asking a question
- Speaking out of turn
- Being disruptive during work time
- Not following directions
- Being disruptive at lunch, chapel, or in the hallway
- Using God's name in vain
- Rough play at recess
- Verbal insults (friendly or otherwise)
- Not keeping hands to oneself
- Misuse of Chromebook or other technology
- Use of cell phone during the school day

Warnings will be issued before disciplinary action is taken. After one warning, a student should expect discipline to be administered.

Classroom Procedures

Beginning of Day (7:50-8:15)

- Place backpacks, outdoor clothing, and other non-school items in your locker. These items must stay in your locker and not be brought into the classroom.
- Quietly enter the room.
- Turn your cell phone off and place it in your labeled spot in the pocket chart. Your phone must be turned in before going anywhere else in the building (bathroom, hallway, etc.)
- All books/notebooks/homework etc. must be brought in before the school day starts.
- Check the board for morning tasks and reminders.
- Hand in all homework and ask Mr. Wintrone any questions if you have them.
- When the 8:10 bell rings, talking stops, and materials for our first class must be on your desk. No computer usage will take place at this time.

Each Subject

- Only materials for the current class will be on your desk. Chromebooks need to be closed if we are not using them.
- Get needed materials quickly and quietly. Our transitions between classes should last about one minute.
- Listen for instructions on how we will begin each subject.

Recess Procedures (10:00-10:15, 11:30-12:00)

- WAIT until the bell rings or for Mr. Wintrone to dismiss you.
- Anybody with outdoor gear can quietly go get it from their lockers. Be mindful of younger students getting ready in the hallway.
- We will line up in the classroom by our desks. Make sure your desk chairs are pushed in.

- On the way out, grab any equipment you would like to use from the bin.
- Our class will line up on the kickball first-base line outside. Once all students are on the line and quiet, we will dismiss.
- When the bell rings, we line up on the first-base line again.
- When we go inside, we will return first to the classroom without stopping by our lockers. You will shortly have the opportunity to take off outdoor gear and get your snack or lunch from your locker.

Recess Rules

- Stay within the boundaries marked off by the markers in the parking lot. Students are generally not allowed on the bike path, behind the brick shed, or behind the dumpsters.
- If you are done with a ball or other equipment, please return it to the bin.
- Rough play will not be tolerated and will result in sitting out of recess.
- Balls will be used for their intended purpose. Intentionally throwing or kicking balls at others will result in sitting out of recess.
- Be respectful of the personal space of other students.

Snack (10:15-10:30)

- Mr. Wintrone will dismiss each row to get their snacks and use the bathroom if needed.
- Quiet socialization is encouraged. However, students need to stay seated at their desks.
- Please use your manners when eating your snack.
- Throw away your garbage and clean up any messes.
- We will watch CNN10 during this time.
- By the time the 10:30 bell rings, please have materials for the next class ready.

Lunch (12:00-12:30)

- We will pray before lunch while outside with grades 5-6.
- We will line up in the hallway outside the bathrooms to wash our hands.
- Two boys and two girls are allowed in the bathrooms at a time.
- When you finish washing your hands, please line up quietly at the designated spot in the hallway.
- Once all have their hands washed, we will walk down to the lunchroom.
- No more than eight students are allowed at a table.
- If you need to microwave something or get milk, please do so calmly and quietly.
- Inside voices are expected at tables. Talking to someone at another table is not allowed.
- Use your table manners. No throwing/flicking food, no kicking under the table, etc. If you wouldn't do it at a restaurant, don't do it here.
- Students will be moved to a different table if these expectations are not followed.
- Before leaving your seat, all crumbs and garbage must be picked up around your spot.
- We will be responsible for cleaning the lunchroom after lunch every two weeks.
- After lunch is done, we will line up and return to the classroom. Return your empty lunch boxes to your locker.
- Return quietly to your seat and prepare yourself for afternoon devotion.

Study Hall (2:50-3:10)

- This is a time to complete homework, not socialize. If you use this time wisely, you will not have much homework to take home.
- Chromebooks will be used for educational purposes at this time.
- Some students will leave for sports or for other reasons at this time.

- If you are leaving for a sport, have all assignments written down and initialed by Mr. Wintrone.
- Mr. Wintrone is also available for homework help at this time.
- During study hall, this is your priority list. Only after all of these are completed can Chromebooks be used recreationally:
 - 1. Daily homework
 - 2. Missing assignments
 - 3. Larger projects
 - 4. Memory work
 - 5. Study spelling words

End of Day (3:10-3:15)

- At 3:10, study hall will end and closing will commence.
- Write down all assignments and bring your notebook to Mr. Wintrone.
- Once Mr. Wintrone has initialed your assignments, you may go get your backpack and other things from your locker. Do not pick up your cell phone yet.
- Remain quiet in the hallway.
- Pack up all your homework and textbooks that you need.
- Chromebooks need to be returned to the cart and plugged in.
- Once all are quiet, we will close with prayer and any announcements.
- Cell phones will be picked up from the packet chart after the 3:15 bell.
- When your parents come to the classroom door, that is when you are dismissed. Nobody is allowed into the parking lot without parents.
- Those staying for ESS will remain.

ESS (Extended School Supervision)

- If you are staying for ESS, remain in the classroom.
- Mr. Wintrone or another teacher will lead you outside or to the fellowship hall for ESS.

- Wait quietly in line until the ESS supervisor checks you in and gives you direction. Older students are expected to be role models at this time.
- If you have your cell phone, it is to be turned in to the ESS supervisors.
- The ESS supervisors are in charge at this time. Respect and obey them as you would your teachers.

Other Procedures

Homework

- All homework is due by the time school starts on the deadline day.
- Hand in papers to the appropriate tray.
- Any late work should be handed into the tray on Mr. Wintrone's desk.
- These are cases in which homework will be redone:
 - Sloppy handwriting
 - Directions not followed
 - Work is not done to the best of your ability
- If a student continually has late work, he or she will need to complete it during recess or other times during the school day.
- Recreational Chromebook usage is not allowed for those who have missing work or work to redo.
- If you need an extension on an assignment, please talk to Mr. Wintrone. We'll work something out.

Bathroom Privileges

- If you need to use the bathroom, simply raise your hand and ask. If Mr. Wintrone is at his desk during study time, come back and ask.
- Try your best to avoid using the bathroom during instructional time.
- One boy and one girl will be allowed to use the bathroom at a time.
- Do not spend an excessive amount of time in the bathroom. Do what you need to do and come back.
- If it is an emergency, just get up and go to the bathroom.

Lockers/Cubbies/Desks

- Lockers are to be used for outdoor clothing, extra shoes, backpacks, and lunchboxes.
- Cubbies and desks will be used for your school supplies. Mr. Wintrone will give some guidance for which materials should be kept where, but you will be responsible for some of it as well.
- We will organize our cubbies and desks weekly to keep them looking neat.
- Nothing will be kept on the floor. Everything needs a place in your desk or cubby.
- Only materials for the current subject will be on your desks.
- Do not draw on your desk, even with pencil or washable marker.
- Do not scratch your desk or deface it in any other way.
- Leave your nametag in its place and do not pull it off of your desk.

Binder/Notebook/Folder Organization

- What goes in your binder:
 - In-class handouts that are three-hole punched
 - Extra loose-leaf paper
- You should have a folder that will be used for homework. If you do not have a homework folder, one will be provided.
- Your homework folder will have one side for incomplete work, and one side for homework to be turned in.
- Your notebooks will be used to take notes in various classes as directed.
- Assignments should be done on loose-leaf paper. If you need to use notebook paper, please tear off the perforation on the side before handing in.
- No loose paper is allowed in your desk or cubby. All loose paper needs to be in your binder or homework folder.

Chromebooks

- Our Chromebooks are to be used for education first and foremost.
- If all other work is done, recreational use is then permitted (see Study Hall section).
- Students need to ask for permission to retrieve their Chromebook from the cart. If other work needs to be done, permission will not be granted.
- If a Chromebook is needed for an assignment, it can be used. If it is used recreationally in any way, it will be taken away.
- If there is a time where all students need their Chromebooks, we will retrieve them one row at a time.
- When retrieving your Chromebook, carefully remove the charger before taking the computer from the cart. Do not pull on the cord to extend it.
- Students are not allowed to sit by the cart and use it while their computer charges. Computers should be fully charged at the start of the day.
- When using your Chromebook recreationally, appropriate websites must be used. Violation of this will result in confiscation of the Chromebook and possibly other discipline.
- Do not pound on the keyboard or excessively click on the touchpad.

Emergency Drills (Fire, Tornado, Lockdown)

- Treat all drills as if they are an emergency.
- When you hear the drill alarm, STOP and look to Mr. Wintrone for instructions.
- Follow the instructions quickly and quietly.
- There is no talking during emergency drills so that clear communication can take place.

Field Trips

- When we take a field trip, it is still part of our school day.
- Permission for field trips was given by parents when you enrolled. Parents can request a child not to go on any trip, however.
- Treat all chaperones, tour guides, and presenters as you would the teacher.
- Classroom expectations still apply on field trips.
- Cell phones are not allowed on field trips. They will be left at school in the locked classroom and will be safe there.
- Let your Christ-like light shine wherever we go.

Flag Raising/Lowering

- It is one of our class jobs (and a privilege) to raise and lower the American flag every day.
- Two people will be in charge each week. This job will rotate.
- We will walk through the procedures on the first day.
- Treat the flag of our nation with respect. If someone sees you misbehaving with our flag, consequences will follow.

Chapel Offerings

- Another one of our class duties is to collect offerings during chapel.
- We will practice this a few times before the first chapel of the year.
- Everyone will get a chance to collect the offering.

Classroom Library

- The bookshelf in our classroom is for your use.
- You may only take one book at a time.
- As you take and return books, keep the shelf neat.
- The shelves are in no particular order, but please try to return the books to where you got them.