

Mrs. Thies Rules for IMM Classroom

1. Students must be prepared and in their seats, when the bell rings, or they will be considered tardy.
2. Students will follow all rules of the computer lab.
 - If a student submits a Video/Picture Denial form to the school, **you need to notify** Ms. Thies so you will be exempt from promotional materials.
3. **NO CELL PHONE USE** Except for educational purposes used in class or listening to music during projects (Keep upside down or away)
4. Students will leave workstations in orderly manner, chairs pushed in, paper picked up around desk, borrowed items returned.
5. Keep hands to self.
6. Student will do his/her own work --- **CHEATING OF ANY KIND WILL NOT BE TOLORATED.** Do your own work!!! Zero Tolerance.
7. Students will respect all equipment and people inside the classroom.
8. Students will have the **privilege** of using headphones during class projects.
 - a. Headphones are to be **removed** if I am giving class instruction.
 - b. Headphones are to be down at a level where you can hear the teacher and no one else around you can hear what is being played.
****Any violation of these rules will result in having the privilege revoked.
9. Don't ask me a question that Google can answer! Check the website assignment area and Daily area for Classwork.

Disciplinary actions—the teacher has the right to give any one or more than one of the following disciplinary actions.

- | | |
|-------------------------------------|-------------------------------------|
| ◆ Internet privileges revoked | ◆ After school detention 30 minutes |
| ◆ Verbal Warning | ◆ Call home to parents |
| ◆ After school detention 15 minutes | ◆ Referral to office |

RULES OF THE COMPUTER LAB

- ◆ Sign in Properly to the network.
- ◆ No Games/Videos/Social Media unless directly related to assignment or permission
- ◆ Surf only with educational intent... that could mean current events.
- ◆ Preview before you print!
- ◆ Phone usage only for project or lesson purposes, with exception of Last 5 minutes of class.
- ◆ **NO FOOD OR DRINK** near the computers!!!

Daily Grade of 1 point for following classroom rules...

Can lose a point and also have discipline actions on an infraction.

Example of Reasons you may lose a point:

- **Improper Phone use during class (calling, texting, taking pictures etc.)**
- **Playing Games**
- **Leaving Class without Permission**
- **Food or Drink near computer**
- **Did not Log Off Computer**
- **Did not return a borrowed charger etc.**