

Procedures for Ms. Allcox's Lab Science

Rules

1. You are here to learn and be successful in your science class as are all the other students in your class. Inappropriate behavior is that which inhibits someone else's ability to learn or concentrate.
2. Respect your classmates, the teachers, yourself, and the classroom.
3. No food or drink is allowed in the room.
4. Be to class on time.
5. Safety is a first priority, especially during labs.

Materials

Be sure to have all materials for class each day. If you forget something and are late for class, it will be a tardy.

Materials include:

- Textbook (Physical Science)
- Notebook or loose leaf
- Pen (blue or black) or pencil
- Binder
- Calculator
- Dry Erase Marker (optional)

Success in the Classroom

- You need to be responsible for your own education. That includes listening in class and asking questions when you do not understand. This also includes doing your homework and having it in on time.
- Be to class on time. This includes being in your seat with your quiz, ready to go.
- Be sure to have your book with you each day. Being prepared includes having all your materials including book, notebook, homework and calculator.
- When you are given time in class to work on an assignment, I expect you to work on the assignment. It is an opportunity for you to ask questions about material you do not understand.
- If there is something you do not understand, please come and see me. Ask questions right away; material will build upon each other. Do not get behind.

Progressive Quiz

- You will be given a daily quiz that will cover material previously discussed in class. The quiz is worth five points each day it is given. Five points will be taken off the total at the end of the week. For example, in a week with five days of classes, 25 points are possible. The weekly total will be worth 20 points ($25 - 5 = 20$ points). You could potentially get extra credit with a score of 25/20.
- There is no make up for missed quizzes. This includes excused absences. Points can be made up through extra points from other week's quizzes.
- If you are absent, it is your responsibility to prepare for class. You will be required to take the daily quiz when you return. Prior to class, you should ask for material or ask classmates about material covered during your absence.

Homework

- Homework and tests can be done in pencil or blue or black pen. Any done in other colors will be handed back ungraded.
- Homework is meant to help you learn and practice the material you learned in class. I expect you to do your own homework. You will be allowed to do group work occasionally, but copying is not acceptable.
- Homework should be handed in when it is due (the beginning of the hour). If you come to class unprepared (do not have your assignment with you or it is not completed), it will be considered late. Late assignments will be graded based on the lowest grade of those who did hand them in on time. For example, if the assignment is worth 30 points, and the lowest grade of the people who handed it in on time is 20, then with a perfect paper, you will receive a 20. If you have 5 wrong, then your score will be a 15/30. ($20 - 5 = 15$)
- Late work will be accepted up until the test on that unit. Beyond the test, late work for that unit will not be accepted.

Procedure

- Enter the classroom in a respectful manner.
- Progressive quiz papers will be in the file, by the door, for your class hour. Get your paper before class and be ready for the days quiz.
 - When taking the quiz, there should be no talking or looking at other people or their paper. If there is suspect cheating, your paper will be collected and you will receive a zero for the day. Turn your paper over on your desk when you are done. Some people need a little longer to think about the questions, so just sit quietly until everyone is done.
- Homework will be handed in at the beginning of the hour.
- If you are absent, it is your responsibility to find out what material was missed, including notes and homework assignments. You will have two days to complete the assignment after you return. If the assignment is not handed in after two days, it is considered late.

Labs

- You will have to hand in the signature section of the Lab Safety Contract before you will be allowed to participate in labs. Infractions of the Safety Contract may result in being removed from the laboratory, detention, receiving a failing grade, and/or dismissal from the course.

Grading

- Grades will be based on progressive quizzes, homework, tests, and labs. Grades are calculated by the total points received during the quarter and semester. Grades will be available for viewing on WebGrader.

Grading Scale

100-93	A	92-90	A-		
89-88	B+	87-83	B	82-80	B-
79-78	C+	77-73	C	72-70	C-
69-68	D+	67-63	D	62-60	D-
59-0	F				

Computer

- We will be using computers throughout the year. You must have an internet/e-mail permission slip on file to be allowed access to the computers. If you do not have one on file, be sure to complete that as soon as possible.
- Any abuse of computer privileges will result in being denied access for the rest of the year. Using the computers in the lab is a privilege, and you should respect the privilege.

Syllabus

1st Semester

CASTLE	Electronics
Chapter 15	Classification of Matter
Chapter 16	Solids, Liquids, and Gases
Chapter 17	Properties of Atoms and the Periodic Table
Chapter 19	Elements and Their Properties
Chapter 20	Chemical Bonds
Chapter 21	Chemical Reactions
Chapter 22	Solutions
Chapter 23	Acids, Bases, and Salts

2nd Semester

Chapter 18	Radioactivity and Nuclear Reactions
Chapter 10	Waves
Chapter 11	Sound
Chapter 12	Electromagnetic Waves
Chapter 13	Light
Chapter 2	Motion
Chapter 3	Forces
Chapter 4	Energy
Chapter 5	Work and Machines

Dear Parent/Guardian,

An understanding of the rules and procedures for lab science will help insure a safe environment for your child as well as lead to success in the classroom. Please review the classroom procedures with your child. If you have any questions, please contact me at school by phone or e-mail.

898-4256

ballcox@nhsd.k12.wi.us

If I am not available to talk to you immediately, I will reply as soon as I can.

I look forward to a successful school year.

Sincerely,

Ms. Beth Allcox

----- Detach and return -----

I have reviewed the policies and procedures for Ms. Allcox's lab science class
with my child, _____.
Student's name

Parent signature

Student signature