**French** \_\_\_\_

**Mademoiselle Scheller**

**732-531-5650**

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**Policies and Procedures:**

**This must remain in front of your binder the entire year!!!**

All school rules apply. Please see your student handbook.

**My responsibilities as your teacher:**

1. To treat you with respect and kindness

2. To provide an orderly classroom essential for learning

3. To provide the appropriate motivation and the necessary discipline

4. To teach the required content

5. To keep expectations high

**Your expectations as a student:**

**Required Materials:**

Bring all four items to class everyday!

Textbook (covered)

3 ring binder

Pen or pencil (Please avoid pens that are not blue or black)

Agenda book

*Optional: French-English dictionary*

Please note that being unprepared will affect your participation grade.

You will not be permitted to go to your locker to obtain forgotten materials.

**Binders and Textbooks:**

Textbooks:

Must be covered at **ALL** times

You are unprepared if your textbook is not covered.

Binders:

Must be kept in order and should contain all class notes and worksheets

Class notes, assignments and handouts should all be dated (and the latter two should have your name on them.)

Binder checks will be conducted at various times throughout the marking period.

**Attendance:**

All school rules apply. See student handbook. Tardiness will affect your participation grade. All unexcused absences count as a zero. Any homework that is due will be considered late. It is **YOUR** responsibility to obtain the assignments and class notes from the days you are absent.

**Assessment:**

Grades will be determined using the following weighted grading system.

Tests/Projects: 30%

Quizzes: 20%

Homework: 15%

Participation: 25%

Cheating is prohibited and will result in serious consequences. See student handbook. If you witness cheating in class, let me know. Please note that using online translators is also considered cheating.

**Homework:**

Homework is given on a daily basis. At times, homework may be collected and graded as a quiz. All homework is due the following class unless a specific due date is given. Homework will be graded as follows:

10 points: Completed assignment

5 points: Incomplete assignment/ 1 day late

0 points: Any assignment that is not submitted/over 1 day late

Homework will not be accepted over one day late.

**Late work policy:**

Ten points will be deducted for each day a project or assignment other than homework is late.

If you are ABSENT from class it is your responsibility to:

1. Get the work you missed (notes, homework, etc.)

2. Hand in the work that was due the day you were absent

3. Schedule time to make up any tests or quizzes

**Participation:**

Class participation is imperative in a language class. You cannot participate if you are not prepared. Participation implies that you:

**1.**

Be on time

2. Have all needed supplies

3. Complete your homework

4. Participate verbally in class, en français, bien sûr.

5. Raise your hand

6. Ask material related questions

7. Answer questions

8. Follows instructions

9. Takes notes

Each week you receive a participation grade.

**Extra Help:**

Held on **Wednesdays** in room **D208** directly after the school day

This time is reserved for making up tests or quizzes and extra help. (Please note that the World Language department tests are generally held on Thursdays.)

**Please Remember………**

1. Communication is important!!

2. Don’t forget to ask for help! If you are experiencing problems, come see me right away!

3. Maintain a positive attitude and have fun!!

***Please return the attached page tomorrow and save this page to put in your binder.***

**Student's Signature Date Parent or Guardian's Signature Date**

**Please sign in the spaces provided indicating that you have read and understand the class policy.**

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

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

Parent Comments/Questions/Concerns:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please the best way to contact you below:

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