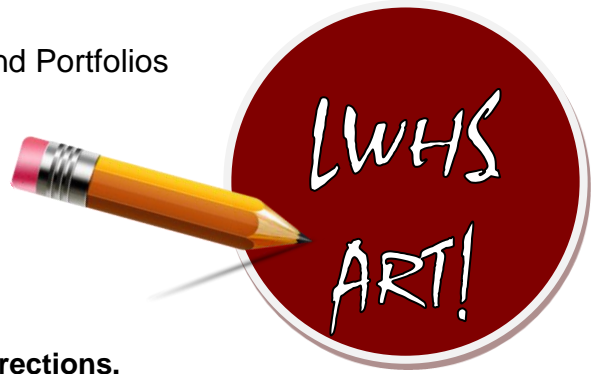


Courses: Art 1/3D Design, AP Studio Art and Portfolios
Instructor: Jennifer Love Gironda
School: Lake Worth High School
Location: Building 2, Room 110



Class Rules:

1. **Safety:** Sit in your assigned area, follow directions.
2. **Open-Mindedness:** Listen. Be kind to others.
3. **Active Learning:** Be on time. Be prepared. Pay attention. Stay on task.
4. **Respect:** Treat others how you would want to be treated. Take care of the art room and materials.

Procedures, General A-Z

Entering the art room:

- You are to enter my classroom in a calm, quiet and appropriate manner. Failure to enter the classroom correctly will result in you repeating the corrected procedure, which may make you late for class.
- I will shut the door of the classroom after the bell rings; please see your Student Handbook for the LWHS Tardy Policy.
- You should be in proper dress code per the student handbook.
- You should have your student I.D. on you (visible) at all times.

Assigned Seating:

You are to remain in your assigned seat or area at all times unless given permission to be out of your seat. Do not be in the front storage, or back areas of the classroom without permission.

Class Assignment:

When you enter class look on the board for instruction on the board. Begin working immediately. Your go-to assignment is always to work on your sketch assignments unless otherwise notes. Failure to follow instructions will impact your weekly studio grade.

Cell Phone:

At some point I may permit you to listen to music while you are working and/or look up art related images- **I will let you know when/if this is an option, it may vary depending on the behavior**

of the class that you are in. You are NOT to be on social media sites or playing games, or taking photos videos of ANYONE in the class. Failure to follow these instructions may result in your phone being turned in to administration. When/if you are allowed to use phones for music/image search keep in mind that this is a privilege- not a right, so please be aware and follow directions.

Classroom Visitors:

If a visitor comes to the door or into our classroom you are to be on your best behavior.

Dismissal of class:

I dismiss class. Please stay in your seat until I dismiss you.

Downtime:

There is to be no downtime. I will advise you on ways to improve your projects, additional work you can do or you can work on sketch assignments in the event that you 'finish' early. When in doubt, 'ABC' (Always Be Creating)

Hall passes:

At no time are you to leave my class for any reason without a pass. Do not ask me for a pass while I am lecturing, please wait until I am finished talking. If you are given permission to go to the restroom, you must sign out on the Bathroom Log located on the administrative table. The bathroom pass is separate from the regular hall pass- please do not mix them up to maintain cleanliness. Please remember that no one will be permitted to leave the class for a bathroom break during the first and last ten (10) minutes of class, per the '10/10 Rule'. If I have issues with you abusing the hall pass then you may lose privileges/be reported to administration.

Lecture:

When I am addressing you or the whole class you are stop talking, turn around to face me and give me your full attention. This is also the appropriate behavior for when your peers are addressing the class. At no time when you are speaking to me or when I am talking should you have headphones on.

Sharpening your pencil:

Please do not get up in the middle of a lecture and sharpen your pencil. Not only is this rude, but it is distracting to others. If you forget your pencil, you can check one out by giving me your student I.D.

Respect for artwork of others:

Intentional destruction of other student work and theft of any kind will be handled as a disciplinary issue.

Respect for other person's well-being:

We need to maintain a comfortable atmosphere so that creativity and learning can occur. At no time are you to speak in a threatening or degrading manner to your classmates or me. In addition, keep inappropriate language and conversations outside of this space.

Questions:

You may raise your hand to get my attention. Please keep in mind that there is only one of me, so be patient.

What to do if you finish early:

First, consult with me so that we both agree that you are finished with the project. I will assign an assignment of activity for you to work on- there is to be no downtime.

Social Media/Digital Manners:

If you communicate with me please keep all comments appropriate and on topic. I will screenshot/forward anything in violation of this to turn in to administration. Please only contact me between 7am-7pm.

Procedures, Activity-Related, A-Z

Accidents in the Class Room:

If you cut yourself, etc. notify me immediately. For any and every accident that requires any medical attention we must fill out a short form indicated what happened should there be any questions about the incident.

Behavior around the sink area:

Avoid getting water all over the counters and floor. Please be aware of those around you and do not splash. Put all paper towels in the trash and notify me if we are out of soap or towels.

Cleanup:

Everyone is responsible for doing his or her part to keep our classroom in good working order.

Economy of Materials:

Please use only what you need. Please make sure that you are specifically mindful of your paper towel use.

Emergency Situations

- **Fire:** I have indicated the location of the fire extinguisher if there should be a fire in the classroom. If the fire alarm should go off we will exit the room quickly in an orderly fashion according to the fire exit diagram that is posted at the front of the room. You will look for me (I will have a sign) and you will stand with our class in the designated area.
- **Tornado, etc:** Should there be a tornado warning we will leave the room and assemble along our assigned hall as shown in the diagram. In the case of a lockdown or evacuation you will remain silent and follow all directions given.
- **Lock down:** If the administration should call for a campus lockdown, you will sit in the directed area and be quiet until we are cleared by the front office staff.

Fire extinguisher:

Please note the location of the fire extinguisher. This is only to be used in the case of an emergency.

Materials and Equipment in the Art Room

I will instruct you as to the correct way to care for materials/equipment at the beginning of every lesson. You are responsible for the information given. You will be asked to reimburse the school for any damage that you incur.

Organization:

Everything in this room has been organized so that we can all locate needed supplies. Please put things back in the same manner and location as you found them.

Paper cutter:

Students are not allowed to use the paper cutter.

Pottery, Printmaking and Textiles:

Because of the nature of these media you must use materials and equipment properly. Failure to do so will result in losing the privilege to use them.

Restriction of students in storage area:

Some areas will be accessible during certain projects. My desk(s), office and the art storage area are off limits to students.

Safety:

Be aware of any warnings listed on materials, and work using precaution.

Scissors and other sharp objects:

At no time are you to point sharp objects at anyone in this class. All of these items stay in my room.

Textbooks and resources:

I have many resources available to you. You may refer to these in class or arrangements to check them out to view at home. Any items checked out must be returned in a timely manner and in the same condition in which you received them.

You will be tested on your knowledge of my rules and procedures.

Please know that by following the established Rules and Procedures you will help ensure that you have a safe and successful year in art class. Thank you for your cooperation.