

Pre-CHEMISTRY -- CLASSROOM POLICIES (2009)**(Prerequisites: Advanced Algebra must be taken concurrently or be completed.)**

Teacher _____

Teacher's unscheduled hours: MWF - _____

T-R - _____

*NOTE: You need to bring your student calendar to class/lab everyday. (Please make sure that your name is inside the cover.)

LAB RULES:

1. Goggles and lab aprons must be worn by ALL students while in the lab area. No exceptions!!
2. Check lab equipment at beginning of lab period. If anything is missing, report it. If you break something, report it immediately. Fees for breakage are posted in the classroom.
3. **Do not bring any type of food or drink to lab.**
4. Do not sit on counters.
5. Never leave a Bunsen burner unattended.
6. Make-up Labs are **ONLY** on the following Monday at 2:15 PM. Please be prompt! If you arrive after 2:30PM, you may be asked to forfeit the lab. If extenuating circumstances prohibit this, you must make special arrangements with your classroom teacher.
7. Lab reports will generally be due on Tuesday of the week following the lab. Please turn them in by the end of the day to the appropriate folder on your teacher's desk.
8. The lab notebook needs to be filled out before the start of your lab class. Instructions for this will be given by the teacher. Keep all lab materials in a 3-ring binder that is separate from class materials.
8. Always bring your textbook to lab. Some students will finish lab earlier than others. You should always be prepared with other study materials.

COURSE NOTEBOOK AND HOMEWORK:

1. A 3-ring binder will be kept by all students. It should contain a set of dividers for organizational purposes. Make sure the dividers are large enough to extend beyond the edges of the notebook paper. Organize your work in a logical manner. When preparing your notebook to be checked, make sure that the following are easily accessible:
 - a) Homework
 - b) Review Sheet
 - c) Worksheets

2. Homework will be assigned on a regular basis, at least one assignment per chapter. **Homework quizzes will be given and graded** periodically. Be prepared each day for a homework quiz over the material covered in the previous day's class. Answers can be found in the PRE-AP Chemistry notebook in the science office. The best way to prepare for homework quizzes and exams is to keep up with homework assignments. If something is unclear, please make an appointment to see me outside of class time or arrange a study session with fellow students. Your goal in completing homework assignments should be the understanding and application of chemical principles, rather than accumulation and memorization of facts. It would be to your advantage, at this time, to form a study group with PRE-AP students in your neighborhood.

CALCULATORS:

Each student must have a calculator by the second week of school. Please etch your name or initials on it. Do not buy a business calculator!! You will need one that does scientific notation and logarithms. A simple **scientific calculator can be purchased for approximately \$15.**

MAKE-UP WORK:

All make-up work must be done within one week of return from an absence. This includes tests!!! Do not expect to be allowed to make up tests from the first or second 6 wks period at the end of the semester!! For extended absences, consult with your teacher. "Late" papers will be penalized according to the discretion of the teacher. **All missing/late work needs to be turned in by the date of the unit exam.**

MAKE-UP TESTS: There will be a supervised period for make-up tests each week on Thursday at 2:15PM in room 104. This is the only time you will be allowed to make-up tests and/or quizzes. Please be prompt! The make-up test and/or quiz that will be offered will be for the previous week only. Please see your classroom teacher if extenuating circumstances exist.

TUTORING:

Please come in for help anytime you feel the need. If your teacher is not available, feel free to seek help from the other chemistry teachers. Tutoring is also available from the honor society students. A list will be posted in the classroom. If you would like a private tutor, we also have names and phone numbers available.

GRADING POLICY:

Grades are determined on a percentage basis. The grades are weighted as follows: tests - 40%; quizzes - 25%; labs - 25%; homework - 10%; Letter grades will be assigned as follows: A = 90%; B = 80%; C = 70%; D = 60%; <60% = F.

Academic dishonesty, including plagiarism, sharing test information, and copying lab data, will NOT be tolerated!