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| **Tues** | **START ON TIME! # 1 – Welcome and Overview of Agendas/Handbook** | **START ON TIME! # 2 – Tardies and Attendance** | **START ON TIME! #3-Cafeteria Procedures and Lunch Schedules** | **START ON TIME! # 4- Electronic Devices** | **START ON TIME! # 5- Dress Code** | **START ON TIME! # 6 – Dismissal Procedures** |
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Lesson Schedule for Tuesday, September 4

1st Hour

Lesson #1: Welcome and Overview of Agendas/Handbook

1. Welcome students to the 2012/2013 school year at Warren Mott High School!
2. All students received an Agenda/Handbook at Registration. Discuss the table of contents and explain the purpose of the agenda
   1. Organization, Policies/Procedures, Calendar, Expectations, Code of Conduct and Consequences, Hall passes, etc.
3. Reminders: Students will receive a new agenda for 2nd semester. If a student loses their agenda, they can be purchased in the Main Office for $5.00, but will not include additional hall passes.

2nd Hour

Lesson #2: Tardies and Attendance

1. Be to class on time, every time (please discuss and post Bell Schedule)
2. 1st Tardy= Warning, 2nd Tardy= Call home, 3rd Tardy= Detention, 4th Tardy= Referral.
3. You must check in with your house office if you are more than 20 minutes late.
4. All absences must be called in to your house office; office information and phone numbers are in the agendas.
5. Students will not be allowed to make up work if the absence is unverified.

3rd Hour

Lesson #3: Electronic Devices

1. All electronic Devices (phones, iPods, etc) must be put away during the school day. Ear buds must be out (discuss safety reasons) and phones/iPods off when you walk in the building. This is a district wide policy.
2. 1st Offense: device is taken and locked up in House Office for 24 hours. A parent must make an appointment to pick it up before or after school.
3. 2nd Offense: device is taken until the end of the year. A parent must pick it up after school has ended for the year (June).

4th Hour

Lesson #4: Cafeteria Procedures and Lunch Schedules

1. 9th and 10th grade students will eat in the Main Café. Upperclassmen have the option of eating in the Small Café. Students with Senior Status (16.5 credits) may leave campus for lunch but must return on time.
2. Lunch menus will be provided during daily announcements and on the whiteboards in the Main Café.
3. Students must be wearing an ID to get lunch.
4. Please inform students of which lunch they have (see attached schedule).
5. Breakfast will be served from 7am- 7:15am. Students must leave the Café by 7:15 and be to class before 7:19.
6. Breakfast will be sold for $1.50. Lunch is $3.25.
7. Students will enter the Café by the Security Desk and will dismiss into the back hallway.
8. Students will be dismissed by table when they are seated and their area is clean.
9. *Teachers:* if you would like to switch lunches for the day, please find someone to switch with you and notify the Assistant Principals.

5th Hour

Lesson #5: Dress Code

1. Pants must be worn at the hips. If you do not have a belt, you will be offered a zip tie or asked to change into school issued clothing (sweats/t shirt).
2. Shorts/Skirts/Dresses must be fingertip length.
3. Leggings are not pants. All leggings must be worn with a shirt/dress that is longer than your fingertips.
4. Breasts, bellies, and backsides must be covered.
5. Tank tops are not allowed.
6. Students choosing not to follow the dress code will be asked to change into school issued clothing (sweats/t shirt). Your clothes will be returned at the end of the day. Dress for success every day!
7. Hats are not allowed on in the building (not even in your hand or on your waist).
8. Backpacks, hats, and large purses must be kept in your locker.
9. ID must be worn at all times (Safety and Security). New IDs cost $5. New lanyards are $3. No exceptions.
10. Dress code rules still apply during Spirit Week.

6th Hour

Lesson #6: Dismissal Procedures

1. Students should remain seated until the end of class. Please do not line up at the door.
2. Buses will be lined up in front of South House. Buses leave at approximately 2:25 pm.
3. Bus schedules are posted near the Main Office.
4. All school rules/expectations apply on the bus to and from school. PRIDE!
5. All students must exit the building by 2:30 or be accompanied by an adult.