

SUMMER SCHOOL PROCEDURES - 2016

Welcome to Summer School 2016. We are pleased to have Helena High School as the host for classes. Summer Make-Up School is a chance to make up credits for your high school graduation plan and, be an active participant in your learning.

DATES: Wednesday, June 22 – Thursday, July 21; no school July 4 or 5.

PARKING: You may park your vehicle in the student parking lot **only** (North end of building outside social studies wing). Please observe traffic safety as you travel in and out of the lot.

DAILY SCHEDULE:

Period 1	8:00 – 10:00
Period 2	10:00 – 12:00
Period 3	12:00 – 2:00

ATTENDANCE: Regular attendance is an essential ingredient to guarantee your success in summer school. On the **Third** absence (for ***any reason***) will result in a loss of credit and be dropped from the class without a refund. It does not matter if your absences are excused; on the third one, you lose credit. An absence is defined as **not being present**. Schedule appointments before or after class. **Tardiness beyond 5 minutes constitutes an absence.** Students remain in class during class time. Take restroom breaks between class periods or at the discretion of your teacher.

CODE OF CONDUCT: The same rules of conduct are in effect at summer school as during the regular school year. If you demonstrate inappropriate behavior and are asked to leave the classroom, this will constitute an absence. Because you are expected to be productive during your time here, you may also be counted absent or asked to leave the classroom if you are sleeping or otherwise nonproductive. If you should be asked to leave the classroom, you and your parent may be required to meet with the teacher and/or administrator to reconcile the problem before you are allowed to return to school.

MATERIALS: Each student is required to bring paper, pencils, and pens. The teachers will provide textbooks and other materials as necessary.

SOFT DRINKS & FOOD: are allowed in the classrooms per each individual teacher's discretion. If allowed to consume food, put all litter into wastebaskets and leave area cleaner than you found it. Failure to do so will result in losing the privilege.

CELLULAR TELEPHONES & PERSONAL LISTENING DEVICES:

Students are permitted to possess cell phones and personal listening devices within the building before, and after school and passing times. They are not permitted during class unless approved by an administrator or classroom teacher for educational purposes. A violation of this policy occurs when the device is used in the classroom without prior permission. Standard corrective disciplinary action of the regular school year applies.

PHONE MESSAGES are received at 324-1632 or by calling HHS 324-2200.