

Quick Check Daily Reminders

Mission Statement:

We pledge to promote Christian values, excellence in education and the growth of the total person.

Telephone Directory:

Main Office 920-727-0279
FAX Line 920-727-1215

Email:

Ms. Bausom: mbausom@tcces.k12.wi.us

General School Information

Guidance:

Students are encouraged to visit with the counselor for personal guidance and for information on grades, study help, and testing programs. The counselor is available to discuss any home, school, or social concerns.

Lockers:

Lockers are provided as a convenience. They are school property and may be searched at any time. Students are responsible for keeping their lockers clean and orderly. No decorations are allowed on the outside of the locker. Stickers may not be placed on any locker surface. Students are advised not to share their locker combinations with others. Locker assignments, combinations, and changes will be handled through the main office. A combination lock is issued to each student. Students will be charged for lost or damaged locks.

Attendance:

Student success in school is directly tied to attendance. Responsibility for attending class lies with the student and his/her parents.



School-wide Expectations:

1. Keep hands, feet and other objects to yourself.
2. Walk at all times.
3. Show respect for people and property.

School-wide Policy for Assignments:

1. Homework may be given on a daily basis.
2. Grades will be lowered for late assignments.
3. Students may expect from 30 to 90 minutes of homework on any given day.
4. Homework is not usually assigned on weekends.
5. A student should have no more than two tests on any given day. (This does not include the weekly spelling test.) This policy may change at the end of a grading period with administrative permission and notification of the students.
6. Students, who miss school for any reason, are responsible to check with all teachers to collect missed assignments. He/She should also make an agreement with his/her teachers as to a due date for all such work.

Daily Reminders for Students:

1. Always have a library book with you.
2. Use only wide-lined, loose-leaf paper.
3. Use only blue or black pens and/or pencils. Students may use erasable pens.
4. Pencils may be used for any assignments, but must be used for Mathematics assignments.
5. All headings should be as follows:

Proper heading for all papers:

	Name
	Teacher's name
	Class – Period
	Date {Day/Month/Year (5 September 2006)}

Study Hall Procedures:

1. Bring all necessary materials. (Books, notebooks, paper, pens, pencils, etc.)
2. Stay in assigned seat.
3. Do not talk without permission.
4. Have written permission from a teacher to work or study with others.
5. Bring a library book.