



Ms. Lowe's Class

2012-13 General Disclosure Document

Welcome to Ms. Lowe's class! I am looking forward to getting to know you as we explore the world around us. This document will help you understand my expectations so that this year may be a success.

Overview

We will be closely following the Utah State Core. Further information on your course of study will be available in class, or on the website science.pageofmystery.com.

Grading Scale

Each assignment will be given a point value. The work is very activity oriented and the majority of it will be done in class. Some homework will be given each term, and students are expected to review terms and concepts at home. No "D" grades will be given in this class, as all students are expected to earn above 70%. The grading scale is as follows:

A	100% - 94%	B	86% - 84%	C	76% - 74%
A-	93% - 90%	B-	83% - 80%	C-	73% - 70%
B+	89% - 87%	C+	79% - 77%	F	Below 70%

Attendance and Tardies

Attendance and tardies will be dealt with according to school policies. Your attendance affects your acquired knowledge and will affect your grade. For tardies and unexcused absences, the student will need to meet with me to determine whether missed points can be made up. Most of the work done in class cannot be easily replicated outside of school. Be in class whenever possible. **Work from excused absences needs to be made up!**

Citizenship

Each student is given 100 participation points per term. Each unexcused absence costs the student ten points. Each unexcused tardy costs the student five points. Misbehavior in class will cost the student up to ten points per day. A warning will be issued before any points are taken away for misbehavior. Additional behavior corrections may also apply. To excuse an absence, a parent must call the main office of the school.

Assignments and Late Work

It is essential that work be turned in on time. All work MUST be turned into the basket (not under the door, placed on a desk, or handed to Ms. Lowe in the hall). If work is late, 10% will be deducted for each school day. After one school week, the assignment will be worth 50% of its original value and remain at 50% until the end of the term. If a student submits a work of low quality, it must be redone.

Homework

Homework will often consist of short assignments that can be completed quickly. There will be one or two projects per term that involve a good deal of preparation. Adequate time will be given, so there is no excuse for late work. If a student misses class due to an excused absence, the student has 3 days in order to make up assignments for full credit.

Student materials

Students are required to have paper, a pen or pencil, and their planner daily. Failure to have these basic items will cause the student to lose participation points due to being unprepared. Students will not be issued a book for this course, but if one is needed to make up an assignment, it may be checked out at school. If a student is missing an assignment, it may be available in class. If not, it will be available online. Nearly all assignments may be printed from my web site at science.pageofmystery.com.

Safety

We will be in the lab working with a variety of projects. As this is the first time many students have had substantial lab experience, they will be taught safety above all. A safety contract is sent home with this disclosure document. Students will not be allowed in the lab without this. Students will lose lab privileges for safety violations. Students are responsible for being in control and for protecting classmates from accidents.

Group and Individual Projects

Some assignments are individual and some are group projects. Each individual student is accountable for group projects. Students should be careful whom they select for their groups because the group grade pertains to all. There are, of course, exceptions to this rule, but students and parents should be aware that some points will come from group assignments.

Contact information

Please feel free to get in touch with me. The best way is via e-mail. The address is dlowe@libertyacademycs.org. I also have a web site specifically for this class. On the site there is more information, copies of important documents (such as this), and much more. This site is meant to be supplemental to the education provided. Please encourage your student to use it often, whether at home, at school or the public library. The web site is science.pageofmystery.com. Best wishes for a successful year!

Warm regards,
Debra Lowe

Class with Miss Lowe

Student name: _____

Class Period: _____ Grade _____

What should I know about your child? _____

How may I best reach you? (List all that apply)

By phone

Work Number _____

Home Number _____

By e-mail

Address _____

Address _____

By mail

Address _____

Do you have Internet access at home? _____

(Parent) I have reviewed the disclosure document with my child and am interested in working together for my child's success:

(Parent Signature)

(Student) I have read this document and understand my rights and responsibilities.

(Student Signature)

Please sign this document and the safety contract on the other side. Return them within the first week of school. Thank you.

Safety Contract

The science classroom and laboratory are safe places to participate in science activities **if** everyone is careful. You must assume responsibility for the safety of all in the lab. These rules must always be followed to protect everyone from accident or injury.

1. The science laboratory and classroom are for serious work. To prevent accidents, there must be no "horseplay," wandering around the room, or disturbing other students. Students should also walk, not run. These rules are in force all the time.
2. Eating or drinking in the classroom and laboratory is not permitted except on the few occasions specifically directed by the teacher.
3. Do not touch any equipment or materials until instructed to do so. Endangering other members of the class will result in referral to the administration and loss of lab privileges.
4. Do not perform experiments that are unauthorized. Obtain permission first.
5. Study lab instructions **before** you begin an activity. If in doubt, ask your teacher before beginning.
6. Report any accident, injury or incorrect procedure to your teacher at once.
7. Know the location and proper use of these safety items: fire extinguisher, acid/base neutralizers, goggles, first aid supplies
8. When the teacher requests that goggles be worn, they must be correctly positioned over the eyes and kept there until permission is given to remove them. Clean your own goggles before putting them on.
9. If clothing or hair catches fire, smother flames with a towel or coat. NEVER RUN as this feeds oxygen to the flames. Remember to "Stop, Drop and Roll."
10. General rules include:
 - Allow heated materials to cool a few minutes before handling them.
 - Put broken glass and other solid waste in the garbage cans - NEVER in the sink.
 - Handle chemicals and other materials only as directed by the teacher.
 - Never smell a chemical by inhaling directly above the container.
 - Wash hands with soap and water after using chemicals or doing other lab activities.After a class activity it is your responsibility to:
 - Be sure water is turned off
 - Disconnect electrical equipment by pulling on the plug (not the cord)
 - Clean up your work area and return all materials to their proper places
 - Remain at your assigned station until you are dismissed by the teacher

Failure to follow lab rules will result in loss of lab time and other disciplinary actions.

Student Section:

I have read the safety contract and promise to follow the rules. I understand that failure to follow the rules is grounds for loss of lab privileges and/or other discipline. I will work together with Miss Lowe to ensure our classroom lab is a safe place for all students.

Student signature

date

Parent Section:

I have reviewed the safety contract with my child and uphold this document.

Parent signature

date