

ENTERING THE CLASSROOM



- Wait quietly in two straight lines
- Have equipment (iPad, notebook & pen) out of bag
- Remove hat before entering
- Place bag in designated area
- Follow seating plan provided by the teacher
- If late, have your equipment out, knock and wait patiently at the door



IN THE CLASSROOM



- Remain in your allocated seat
- Raise your hand to seek assistance, ask questions or request permission for an alternate task
- Allow others to learn without distraction or disruption
- Carry a school approved pass when out of class
- Water bottle to be the only drink within the classroom



USING TECHNOLOGY



- Keep your device charged and connected to the school network
- Be respectful and responsible when using devices
- Use devices as instructed for apps, OneNote, emails and other learning programs
- During teacher instruction, be respectful by: screens at 45 or iPads face down
- Save/send your class tasks to the appropriate location



EXITING THE CLASSROOM



- Pack up your belongings
- Hats to be worn after leaving the classroom
- Assist your teacher with rearranging furniture when required
- Ensure area is clean and tidy, place any rubbish in the bin
- Wait quietly for the bell and follow teacher instruction when exiting

