

MS EMILY'S CLASSROOM EXPECTATIONS

Introduction

Hello! My name is Ms Emily and I'm so excited to have you in my class. I am the Music Director here at GLCA and I teach multiple music classes, private lessons, as well as a poetry class. This form is to give you a summary of my expectations on important things like grading, communication, parent emails etc! Please do not lose this form, I will reference it throughout the semester.

Communication

I will be using class WhatsApp Groups and the Sycamore news page for communication Homework due dates and important announcements. If you don't remember the details for an assignment, the dates of a field trip, or due dates for your homework, they will always be on WhatsApp and Sycamore News. If your parents like to keep up with your assignments for class, they have total access to the Sycamore News Page. I also have Parent WhatsApp Groups per class, which I use mainly for important announcements as well as contacting your parents individually to update them on how you are doing. You are responsible to join our class whatsapp group and check it at least once a day, so that you stay up to date on your assignments.

If you ever need help with something outside of class and my WhatsApp message didn't sufficiently explain something, you can always contact me directly and we can set up a meeting in my class/office space to work through it together. Please only do this when the class WhatsApp Group isn't being helpful.

What to Bring to Class

1. Your authentic self. I know that your life is so much more than school. Some of you have jobs, sports, relationships, and countless other things going on. So, if you're
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having a rough day, feel free to let me know. If you're having an amazing day, yay! I'm happy for you. Just know that this classroom is a safe space for wherever you are on any given day.

2. Attitude. There is zero tolerance for disrespecting your classmates or myself. If you come with an attitude that is hindering the class to do their work, I will need to contact your parents/legal guardian.
3. Come with writing utensils, paper, and a digital device. There will be times when I ask you to look up something online or access something that I have shared with you all, so please make sure your devices are charged up and ready to go.
4. Screens. You are only allowed to be on your phones and laptops when instructed.

Attendance

In whatever class you take with me, attendance plays a major role in your overall grade. I pass out an attendance sheet at the beginning of every class period. It is your responsibility to make sure you sign that sheet. You will only receive an excused absence if you are on Mr. Bob Wilson's excused absence sheet, which I check on a daily basis. If you are on his sheet, you do not need to worry about contacting me. If you are not on his sheet, your absence will not be excused. I enter attendance points at least once a week. If you notice a mistake, please contact me so I can check my attendance sheet and change it if need be. I am not perfect and have definitely made attendance mistakes before, so don't be shy about bringing it up. I want to make sure you have all of your deserved points.

If your attendance is lacking, I am required to reach out to your parents, so be aware that that is an action I will take if I notice repetitive tardiness or absences.

Assignments

1. You are expected to keep up with assignment deadlines. If you ever have trouble finding the information for a homework assignment, go to our Class WhatsApp group or Sycamore News Page. If that fails, contact me directly and I will give you the information you need.
 2. If you know you are going to be turning in an assignment late, message me. If your reason warrants an extension, you will be given one. However, if it does not warrant
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an extension, your final grade for that assignment will be deducted. I will not take any late work exceeding five days past the original due date and that will result in a 0.

3. You can turn in your assignments either hard copy or in the Class WhatsApp Group. I will not be accepting assignments via email or individual messaging.
4. There is NO makeup work. Period :)

Parent Communication

As your teacher, I am required to keep your parents up to date on how you are doing in my class. I may not reach out to them all individually this semester, but they will be getting updates in the Parents WhatsApp Group throughout the semester. If your grades are below a C before Midterms and Finals week, I will be contacting them to let them know where your grade is at so we can establish a game plan to help get you where you need to be.

Performance Classes

If you are in any of the GLCA Music Performance classes such as Choir, Chorale, or Music Ensemble and you fail to attend a class performance, that will result in an F for the entire semester.
