

STUDENT PASS RULES



PASS Room: 1100
PASS Schedule: Report at 8:40 am
Dismissal at 4:00 pm
Lunch and restroom breaks are designated by PASS instructor(s)

Read and initial each statement below. When finished, sign and place on top of carrel.

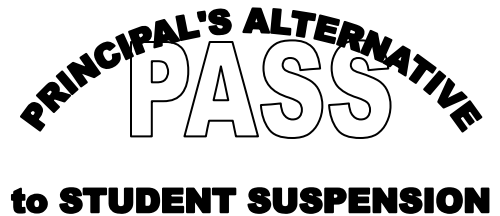
1. _____ Students will read all PASS rules and regulations on the first day they are assigned to PASS. Each student will initial each rule after the rule has been read and understood by the student. When all rules have been initialed by the student, the student will sign and date this paper.
2. _____ Report to PASS room 1100 for assigned seat at 8:40 am. An unexcused tardy to PASS is a warning.
3. _____ Once seated, remain seated unless given permission to get up. The PASS instructor will allow you to move when necessary.
4. _____ Bring all books, writing utensils and necessary materials. No magazines, newspapers, or unrelated books will be allowed. No combs, hair brushes, or make-up are allowed. They will be confiscated immediately and returned to the student's parent.
5. _____ Students are responsible for returning completed assignments to the PASS instructor. If you fail to turn in your work, you will accept the penalty assessed for late work by your teacher. Additional materials will be assigned by the PASS instructor when classroom work is completed.
6. _____ No talking—there is a no talking policy, which applies to all students at all times. Do not speak out if you have a question, raise your hand and wait until you are given permission to speak.
7. _____ No sleeping will be tolerated. Do not put your head down on your desk, books, etc. Do not put your hands on your face in a manner to conceal an attempt to sleep.
8. _____ No food or drinks. Sack lunches are allowed, but will be put away until lunch time.
9. _____ No gum chewing or candy allowed in the PASS room.
10. _____ No radios, mp3 players, or other electronic devices are allowed. Cell phones must be turned off.
11. _____ You will receive restroom breaks at times designated by the PASS instructor.
12. _____ You will eat lunch in the PASS room. The lunch break will be designated by the PASS instructor. You may bring your lunch or purchase a sack lunch from the cafeteria.
13. _____ You will follow the PASS schedule.
14. _____ You will walk in a single or double file line to the rest room. No talking in line or restroom.
15. _____ You will be responsible for maintaining your seat area properly. Drawing on or defacing your desk may warrant an office referral and extra PASS days being assigned to you by your Assistant Principal.
16. _____ No student shall take part in extra-curricular activities during for the length of their PASS assignment. This includes activities at Huffines as well as any other LISD activity.
17. _____ Any student leaving PASS should be escorted by an Assistant Principal or other personnel designated by the PASS instructor if other than a designated break.
18. _____ Do as instructed when asked at all times.
19. _____ Stay on classroom tasks at all times. If not making a good effort to do school work or assignments designated by the PASS instructor, a warning may be given.
20. _____ Refusal to complete assignments may result in further disciplinary action.
21. _____ Students may receive extensions in time in PASS for violating Dress Code standards or any other violation of the Code of Conduct.
22. _____ Remain seated properly, facing the front of your carrel, with feet on the floor. All four legs of the chair should remain in contact with the floor. Do not turn around or look around the room.
23. _____ You will be given a PASS assignment by the PASS instructor which is related to TAKS if you complete all of your regular class work. You are expected to work until you are dismissed for the day.
24. _____ All School Board policies, LISD Student Code of Conduct regulations, and Huffines school rules and regulations are in effect for students assigned to the PASS room.

STUDENT SIGNATURE _____

SEAT # _____

DATE: ___/___/___

PASS Discipline Policy



PASS is a disciplinary placement assigned by an administrator. Rules for PASS are made by the Assistant Principals and you are expected to abide by these rules while you are assigned to PASS.

If you break any three of these rules, you will be given an office referral and will be suspended by your Assistant Principal. When you return to school, you will still be expected to complete your original PASS assignment. This referral from the PASS room will count toward your total number of disciplinary referrals. If an office referral from the PASS room results in your 10th day to serve PASS or be suspended, you could be assigned a placement at the Lewisville Learning Center (DAEP).

If a student is suspended from the PASS room on two different occasions while serving a PASS assignment, the student will return to his/her classes after completing the second suspension. The Assistant Principal determines the length of all suspensions from school and possible AEP placements.

The Rules and Regulations are given to the student by the administrator and are to be returned with the student and parent signatures on the next school day to the PASS teacher.

I have read and understand the discipline policy for PASS.

Student Signature

Date

Parent Signature

Date