

Duluth East High School

STUDY HALL RULES AND PROCEDURES

Rules

1. Be in your seat when the bell rings.
2. Be prepared to study quietly.
3. Work on assignments the entire period.
4. Show respect for others by doing your part to create an atmosphere that supports studying.
5. No eating, no backpacks, no hats, no jackets.

Procedures

1. Students using the media center must be there to sign in **before** the bell rings and do not need to report to the study hall room. Students sign in at the main library desk. **Students must stay all hour. There is no eating, no backpacks and no jackets in the media center.** Students choosing to use the media center will follow the same rules and procedures stated in this document. If media center rules are not followed a loss of privilege for one week may be the result, as determined by Mrs. Wipson.
2. Bring something to work on every day. Bring enough work to last the entire period.
3. You will be productive for the first 10 minutes of the study hall. After 10 minutes, you may use your pass privileges if you have them. If you have a pre-signed pass from another teacher you will be permitted to go, however you must return to study hall before the end of period bell rings.
4. Use the restroom and get a drink between classes. You will remain in the room until the bell rings unless there is an emergency. **YOU MAY NOT BE IN THE COMMONS.** One student may be out of study hall on a pass at a time. **Passes are issued for 5 minutes and abuse or misuse will result in loss of pass privileges for one week.**
5. You will not be allowed to go to another teacher's classroom unless you have a pre-signed pass from him or her.
6. Work quietly until the bell rings. This means you will bring all necessary supplies to occupy yourself the entire class period. If you have no assignments to work on, bring reading material or review other class material.
7. Keep in mind that you elected to take a study hall because you needed the study time, **therefore this will be a study hall every day and not a social hour.**
8. Study hall pass privileges will be granted upon return of this form with the signatures requested below.

Please remember that unexcused absences from study hall are included in the parking permit process

Student signature: _____ Date: _____