

<i>BEFORE YOU GET TO THE AIRPORT</i>	
Purchase / Print Ticket	Acquire and bring class materials to school each day. <ul style="list-style-type: none"> • See Supply Checklist
Pack Bags	Complete assigned readings, assignments <ul style="list-style-type: none"> • <u>Student must produce own work.</u> NO PLAGARISM! • Be prepared to discuss/ask questions about readings and turn-in or present hw/projects when due
Check Flight Status	Regularly check class webpage outside of school. <ul style="list-style-type: none"> • Check announcements for due dates, readings, etc. • Get syllabus, review sheets, notes, HW, & projects if lost, absent
<i>GETTING THROUGH SECURITY</i>	
Leave Prohibited Objects Behind	School is a drug, alcohol, tobacco, and weapon free environment <ul style="list-style-type: none"> • Review your student handbook for items that are prohibited • Follow the spirit as well as the letter of these rules
Dress Appropriately	Students must follow the school dress code. <ul style="list-style-type: none"> • Students not in compliance will be asked to change/cover up or sent to the appropriate administrator for proper class attire
<i>BOARDING PLANE PRIOR TO TAKEOFF</i>	
Present Ticket to Gate Agent	Have notebook and writing instruments on desk ready to use. <ul style="list-style-type: none"> • Students will not be provided materials they are expected to have on them
Turn Off & Put Way Electronic Devices	Cease to use, power down, and put away all personal electronics. <ul style="list-style-type: none"> • All such devices must be out of sight, not make any noise • Once class begins, use of cell/smartphones and ipods is prohibited
Safely Stow / Check Baggage	Turn in homework, projects, and other out-of-class assignments BEFORE CLASS BEGINS. <ul style="list-style-type: none"> • <u>Student's are not permitted to have out/work on assignments for other classes at any time</u>
Take Your Seat & Fasten Seatbelt	Be in your (assigned) seat BEFORE CLASS BEGINS. <ul style="list-style-type: none"> • Also be in the right frame of mind to participate in class productively, constructively, and respectfully

<i>IN FLIGHT RULES</i>	
Follow Pilot Announcements	Listen/look for instructions from me. <ul style="list-style-type: none"> • Check board / projection screen for class agenda and prompts
Keep Seatbelts Fastened Until ... Sign Comes Off	Students must wait for permission to converse with others, leave or change seats, use approved electronic devices, etc. <ul style="list-style-type: none"> • Permission may be revoked at any time (esp. when “turbulence” strikes)
Push the Call Button For Service	Raise your hand and wait to be called on if you want to speak. <ul style="list-style-type: none"> • Be patient if your question/comment is not addressed right away
Be Considerate to Pilot/Other Passengers During Flight	Treat <u>learning</u> and everyone in classroom with dignity. <ul style="list-style-type: none"> • Do not seek to distract yourself/others from learning • You’re in public; adjust speech and actions accordingly • Be polite; avoid judgment; offer help; accept differences; and recognize boundaries
Do Not Crowd Lavatories	Only one student may leave class at a time. <ul style="list-style-type: none"> • Excessive use during day/quarter may result in lost privileges
(Generally) No Food/ Beverage Service	Students may only bring/drink water to/in class. <ul style="list-style-type: none"> • Eating other food or drink will be permissible only as part of a class project or when I provide it
In Case of An Emergency	Execute safety drills posted around the classroom in an orderly and timely manner. <ul style="list-style-type: none"> • Treat exercises seriously; stop work and follow instructions • Stay calm / remember training in event of real emergency
<i>LANDING AND EXITING THE PLANE</i>	
Push Seats Back To Upright Position...	Make sure to leave class the way you found it. <ul style="list-style-type: none"> • Rearrange chairs; pick-up books, return supplies, etc. • Properly dispose of any trash
Remain Seated Until Complete Stop	Students are dismissed by teacher, not bell. <ul style="list-style-type: none"> • Students must be and remain in seats prior to being dismissed
Take All Your Belongings	Remember to take all personal belongings with you. <ul style="list-style-type: none"> • I am not responsible for lost items