

New Bell Work Policy  
Mrs. Martin's Class  
Effective: October 19, 2015

It is your responsibility to complete bell work each day.

Bell Work should be completed within 7 minutes of the class start time unless otherwise stated by the teacher.

You may not complete it until the day it is due. If you complete bell work before class, it will be deleted.

If you are absent, you should complete it during your own time. This may be at home or at school during homeroom. If you know in advance that you will be absent, you may complete it early after getting approval from Mrs. Martin. You get one day to make up bell work for each day you are absent. For example: If you are absent on a Monday, you should have your bell work finished by class on Wednesday.

If you are late to class and we have already moved onto something else, your bell work must be completed before the next school day. Do not start bell work if the class has already started on another activity. Complete the bell work after class is over.

Mrs. Martin will check bell work on random dates. For example, at the end of the quarter, she might check 10/20, 10/30, 11/2, 11/15, and 11/20.

- If your bell work is missing, you will get a 0/5 for that day.
- If your bell work does not have an adequate explanation, you will get a 2/5. Adequate explanations mean that you give a reason for picking your answer. This does not mean restating the answer in sentence form. When possible, you should cite a textbook page.
- Even if you were absent on a day Mrs. Martin checks it, you are still expected to have it complete.

Mrs. Martin will not remind you to complete bell work. Every single day there will be bell work, so if you are absent, that will always be a part of your makeup work.

Sign and date next to your name on the other side of this page.