

# OHS Classroom/Student Project Pass Contract

Work with your Supervising Teacher to determine and provide the following information:

1. Your Name: \_\_\_\_\_ Classroom #: \_\_\_\_\_
2. Supervising Teacher: \_\_\_\_\_
3. Quarter:                    1<sup>st</sup> Qtr                    2<sup>nd</sup> Qtr                    3<sup>rd</sup> Qtr                    4<sup>th</sup> Qtr                    (circle appropriate quarter)
4. Block or Skinny:        1A 1B                    2A 2B                    3A 3B                    4A 4B                    (circle appropriate hour)
5. Project Pass Duties – Classroom (describe duties you will perform as a Project Pass):

- \* **You will be notified by OHS Office when your project pass is approved and your schedule has been updated. Until then, you are required to report to your original scheduled location for attendance. Failure to do this will result in an unexcused absence on your attendance.**
- \* **Project pass can take the place of a study hall, you can not replace any other class for a project pass.**
- \* **Teacher Project Pass and Office Assistants do not receive credit.**

**Student Expectations:** Consistent with Student Handbook Expectations including:

- Report to assignment location each and every day school is in session. **Attendance will be taken.**
- **Stay on OHS Campus unless prior consent provided by parent (phone call or note) and Blue Slip is generated.**
- **Obtain pass from teacher prior to leaving assigned area/room. Check back in with teacher before the end of the period.**
- Maintain a passing grade in all classes at all times.
- Maintain appropriate credit requirements for your grade. Be on track to graduate on time.
- Maintain at least a 2.0 GPA.
- All detentions need to be completed within one week of receiving them.
- A record of extreme or repeated behavioral violations will result in loss of project pass privileges.
- *Remember...Project Pass is a privilege*

*If I fail to comply with these expectations, I will be re-assigned to study hall.*

---

STUDENT SIGNATURE

DATE

## Teacher Expectations:

### Confidentiality:

- Follow all data privacy policy and procedures including:
  - No access to student information other than their own.
  - No grading other student work, no entering student information into Campus.

### Supervision:

- Take attendance every day.
- Provide proper supervision for your project pass student, know where they are at all times. If they leave your room to run an errand, give them a pass. Project Pass students must stay on the OHS campus.
- Each teacher is allowed one project pass student per quarter.
- A Project Pass student should be assigned to you/with you during your prep period only.
- Any variation to the above needs to have administrator approval.

I agree to and accept responsibility for this project pass assignment.

---

TEACHER SIGNATURE

DATE

***Project pass requests submitted after the add/drop period of each quarter will NOT be approved.***

Office Use Only

Approved: \_\_\_\_\_

Declined: \_\_\_\_\_

Updated 6/18/18