



## Machine Tool Technology: Course – Expectations

### Mr. Mark Armstrong Instructor

#### Safety:

Safety is taught throughout the year as an ongoing process. Each student will be required to pass a series of safety tests. The use of safety glasses is required at all times in the shop area. No open-toed shoes; heeled shoes are not allowed in the shop area. Shorts and skirts will be permitted, but due to the nature of the environment, they are not recommended.

Safety, glasses, locks, and lockers will be issued to each student. Students are expected to keep their equipment in good working order and replace them as needed.

Safety will include the proper use of equipment and tools, cleanliness of the shop, and participation at the end of class cleanup and safety rules.

**Safety is our number one goal!** Each student receives 25 points a week, 5 points per day for Daily Grade/Safety, Participation; if the student is involved in a safety infraction, they could cause potential loss of all 25 points. If the offense is severe enough, it could lead to possible expulsion from the class. All safety infractions will be recorded in the student file and grade book. If the student is not engaged or participate in the daily exercise, they will lose 5 points for that day.

#### Attendance:

Each student will receive 5 points per day that school is in session. Each absence or Tardy will result in a loss of the daily points for each occurrence.

**Unexcused Absent: -5 points**

**Unexcused Tardy of fewer than five minutes: -2 points**

**Unexcused Tardy of five to five to fifteen minutes: -3 points**

**Unexcused Tardy of fifteen minutes or more: -5 points and will be marked as an Unexcused absents**

**Grading:**

<b>Attendance .....</b>	<b>20%</b>
<b>Daily Grade/Safety, Effort.....</b>	<b>30%</b>
<b>Classwork, Quizzes, Exams.....</b>	<b>20%</b>
<b>Stamps and Projects.....</b>	<b>30%</b>

At the end of each block, the student will be given a daily grade for safety and class participation.

**Discipline:**

The use of tobacco, drugs, or alcohol will result in the loss of all daily points along with the predefined procedures in the Parent/Student Handbook and may cause a nine-week failing grade. Fighting will also result in the loss of all daily points along with the predefined procedures in the Parent/Student Handbook and may cause a nine-week failing grade.

Throwing any objects will result in losing all daily points and may result in a nine-week failing grade.

Students are expected to dress and participate in the lab. Non-participation will result in an entire week loss of daily points.

A completer is a student who has completed all 12 segments per the state guidelines.

A concentrator is a student that has completed more than 50% of the segments.