



Ben Franklin

Attendance

Guidelines for Success

Be Respectful	• Arrive to class before the bell to avoid disrupting learning for others • Enter the classroom quietly if you are late
Be Responsible	• Plan ahead and manage your time between classes • Use your computer to create a pass when needing to be outside of the classroom during class time
Be Safe	• Be in your assigned class • Check in with the attendance office if you arrive at school late or need a pass for an early dismissal
Have a Growth Mindset	• Ask for help if you need support managing time or transitions • If assigned detention, complete it as soon as possible