

Guitar Class Daily Procedures

I. Entering Class

Class begins as soon as you enter the door. At that time, retrieve your guitar, go directly to your assigned seat, and get out all necessary materials (binder, pencil, etc). After you have out your materials, put your backpack UNDER your chair. Keep talking to a minimum. If you need to ask me a question, now is the time. Also, remember that the classroom rules and consequences apply even during passing periods. At the beginning of the instruction period:

- Beginning Guitar students will be expected to be writing their daily vocab into their Guitar Binder. Their guitars should be in their case beside their chair. Their backpack under their chair. A pen/pencil should be on the music stand.
- Intermediate/Advanced Guitar students will be expected to be writing their daily vocab into their Guitar Binder. After which they should be tuning their guitars to a tuner and returning to rest position. A pen/pencil should be on the music stand.

When the guitar is retrieved from the case, the case must be FLAT on the floor. Please do not open the case sideways.

II. Tardy Procedure

If you are not in your assigned seat with all your materials prepared (chair, stand, guitar, binder) when the bell rings, you are considered tardy. Two points will be deducted from your daily participation points (remember you only get four a day). If you have an excuse note from a teacher or other staff member, bring it to me immediately. This is the only exemption from loss of participation points. Coronado's tardy policy will be strictly enforced, this is the "tardy lock-out" wherein students who are tardy are sent to the dean's office and given an RPC notice.

If you are late leaving class due to your own reasons, no hall pass will be issued.

III. Pencil Sharpener/Wastebasket/Bathroom/Water Fountain

Please try to use these before or after class. Students need permission to leave the classroom during the instruction period. No passes will be written out to go to the library, computer lab, vending machines, lockers, vehicles, or any other area or room that does not need to be accessed during the instruction period. Passes out of class are at the teacher's sole discretion and abuse or misuse of the privilege will result in the loss of that privilege. Only one person at a time may be out of the room. You may only be out of the classroom for a maximum of five minutes. Anyone who misuses this privilege will lose the privilege.

IV. My Desk/Stand/Guitar/Cabinets/Equipment

My desk, stand, guitar, and any of my personal items are completely off-limits to students. As are the classroom filing cabinets, wardrobes, and equipment (amps, projector, etc.).

V. Student Supplies

I do not supply basic items such as pencils, pens, and paper. You, the student, are expected to have all materials needed for this class. Items not used in this class such as tape, staples, paper clips, markers, white-out, etc. are neither supplied nor permitted to be out in this room due to the damages they may cause to our instruments.