



Clague Middle School

Ann Arbor Public Schools

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Ché Carter, Principal

Jennifer Daddow, Asst. Principal

LAPTOP CONTRACT FOR HOMEWORK CLUB

Dear families:

Our after school homework club is on Tuesdays and Thursdays from 3:07-4:30 in the cafeteria. The laptops will be used in the window of 3:15 – 4:14 pm

Below are behavior guidelines and expectations for the use of the laptops:

Using the laptops is a privilege and needs to be earned. If students violate any of the rules below, they will not be allowed to use them for the rest of the school year.

Students will need to sign out the laptop and sign in the laptops when they are done at the end of each day they attend

1. Students may **NOT drink or eat around the laptops at any time**. If they are caught doing so, they will be asked to immediately put the laptop away. If they argue with the adult, then they will be written up as a VOE.
2. Students may not walk around with the laptop at any time. If they are caught doing so, they will be asked to immediately put the laptop away. If they argue with the adult, then they will be written up as a VOE.
3. If they are caught playing a game or on an inappropriate site, then they will be asked to immediately put the laptop away. If they argue with the adult, then they will be written up as a VOE.
4. When the laptops are checked in, and keys have been switched or taken off, then the student will lose privilege using the laptop the next time, and will have to wait the following week or day.
5. **Students must quit all applications, log out of the laptops, and shut down the laptops each day they use it.**
6. **If students continue to violate the guidelines above, then they will not be allowed to use the laptops for the rest of the school year.**

These rules below will also apply for the use of the laptops:

If students don't follow any of the above behavior and school rules, then the following will occur:

- a) The **first time** the students misbehave, they will receive a VOE (Violation Of Expectation) write up, which will be filed as a record.
- b) The **second time** the students misbehave, they will receive another VOE, it will be given to Mr. Carter, a call to home will occur, and they will be asked not to return for 4 Homework Club Sessions.
- c) The **third time** the students misbehave, they will receive a last and final VOE, which will be given to Mr. Carter, they will receive a final call and be asked to not return.

In order for students to use the laptop, they must have this contract signed and turned in. They will not be able to use one until this has been turned in.

Purpose of Homework Club is for students to get assistance on any homework from either a staff member and/or tutor(s). Homework Club is not a drop in between sporting events, or a holding area between activities between school and outside activities. Students MUST bring something to do at all times. It is not a time to just to socialize and to distract others.

Thank you for your understanding.

Sincerely,

Ché Carter
Soon Morningstar

Jennifer Daddow
Kelly Sloan

Laura Jender

My child (print fill name) _____ Grade : _____

We have read and discussed the guidelines & expectations above for the use of the laptop.

Parent Name:

(Please print neatly)

Parent Phone numbers: _____

Parent Signature: _____

Student Signature: _____