

Gale Ranch Middle School

School Loop

Guidelines for Students

Appropriate Use of School Loop

- School Loop is a tool for students to use to take responsibility for their learning.
- School loop should be reserved for academic purposes. It is not to be used for chatting, instant messaging, spamming, and emailing your friends.

Grades

- Regular assignments and tests can take up to a week for teachers to grade and publish on School Loop.
- Long term assignments, compositions, and projects can take up to several weeks to grade and publish on School Loop.
- Grades will be published by the 1st and 15th of each month. We recommend that parents and students check grades on these evenings.

Assignments & Homework

- All homework will be posted on the board in the classroom and on School Loop and available daily.
- Students need to listen in class for instructions, notes, and changes to homework assignments and record in their planners.
- Unfinished class work should be finished at home as homework.
- Grading cumulative assignments such as binders and reading and writing notebooks are addressed in the teacher's syllabus and at Back to School Night.

Email Correspondence

- Before you email your teacher, try to find the answer to your question by looking through your planner, checking School Loop, talk to a classmate, check notes, etc.
- Please email your teacher when you have an academic concern or need.
- When emailing a teacher, please remember to do the following:
Use proper English and remember that you're writing to an adult. Do not use text message or IM language and don't forget to say Please and Thank You.
- Please note that teachers may not check email after the school day ends.