

## **CLASSROOM / SITE RULES AND REGULATIONS**

1. No “breaks” during classroom instructional hours.
2. Students should not be outside the classroom during instruction hours except for restroom break (no more than one student is to be released at any given time).
3. While eating or drinking in the classroom is not allowed, it is subject to administrative approval.
4. No smoking, consuming alcoholic beverages or use of any chemical substance is allowed on campus.
5. Students should not invite guests to attend classes with them, ride the bus with them or wait for them on campus while they are in class. We cannot supervise students not enrolled in ROPTC classes, or be responsible for their safety. Guests on campus without permission will be escorted to the office. Counselors will be notified and the high school student will be returned on the next bus to their home campus. Adult students will be directed to the correct classroom or to the front office.
6. No person is allowed to willfully remove, misuse, destroy or damage school or personal property. Violence against another student or staff is not allowed. An individual found doing so will be called in to the office, reported to their home school with a possibility of police involvement and/or being dropped from ROPTC classes.
7. Driving to ROPTC is a privilege, high school students driving to their class or work site location should arrive before the bus transportation. All drivers must have proper approval through the high school. All drivers must park in designated parking lots.
8. No student will be allowed to leave campus once they have signed in. Medical appointments should be made following school hours. If a parent must pick up a student from class, the parent must check in at the front office. The parent will be asked to show ID, which will be matched against the emergency contact information found on the emergency form.
9. Students should not enter another classroom without specific approval. Students are to report directly to their classroom at the beginning of the posted starting time.
10. Do not bring valuables to class, ROPTC is not responsible for any loss.
11. Missing the ROP bus will be considered a truant until time/work is made up.
12. Students are to adhere to all work site rules and regulations.

*Note: Additional rules and regulations apply for work site training.*

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Student Signature

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Parent/Guardian Signature