**Spanish 1: Fall 2016**

**Señorita Keiser**

**rkeiser@jeffco.k12.co.us**

**Office Hours:**

***ROOM B109***

***ORANGE DAYS*: Blocks 1 & 3**

***BLACK DAYS*: Block 5**

**Course Description** Spanish 1 is an introductory course to the Spanish language designed to help students communicate in a second language. Through speaking, listening, reading, and writing students will increase their ability to communicate in Spanish.

**Attendance**: I will enforce the school wide attendance policy. Any questions about this please refer to the school handbook. Students with excused absences will have two days from the time they return to school to complete all work missed, otherwise the assignment will be considered late.

**Tardy Policy:** Students are marked tardy once the door to my classroom has closed after the bell has rung. Unless a student comes late to class with a valid pass, my tardy policy is as follows:

Students are allowed **three free tardies** during the course of the semester. On the fourth tardy, students will be required to spend a **15 minute detention** in my room **after school**. Any student who has more than four tardies during the course of the semester will be required to spend **30 minutes** of after-school detention for each tardy and parents will be notified.

**Late Work:** If a student does not turn in an assignment at the time it is due, the student will have until the day of the Unit Test to turn in the assignment with an automatic 20% grade reduction. Any assignments turned in after the day of the Unit Test will not be accepted for credit.

**Tests and Quizzes**:

Students will take tests and quizzes in class. Students who are absent the day of a quiz or test with an **excused absence** will have two days to make up the assignment after they return to school. There are NO retakes on quizzes. Students who wish to retake a Unit Test will have one week from the day the test was given provided they have **no missing** assignments from the unit.

**Grading**:

**80% Unit tests, projects**

**20% Participation, homework**

**Extra Credit:**  Extra Credit will be offered throughout the semester and will be offered to every student at the same time. Students who miss days where extra credit opportunities are given won’t be allowed to do the extra credit.