

Mass Academy School Rules

Know the difference between On-Task and Off-Task times
and what is allowed during each

The On-Task times include:

- All-school meetings
- Homeroom Advisory
- All classes including P.E. and extracurriculars
- Advisories
- Assemblies and Presentations
- Passing between classes
- Field Trips
- Basically, anything that is not off-task time

The only Off-Task times are:

- Before school
- Lunch
- After school
- Break time during advisory
- Break between class time and extracurriculars (2:45-3:00)

During On-Task time (unless instructed by a teacher, for educational purposes), you may **NOT**:

- Use or check cell/smart phones for any reason (calls, text, music, camera, time, etc.)
- Use social media and entertainment sites such as Facebook, YouTube, etc.
- Use/check email
- Play games (board or video games)
- Listen to music, watch videos, or access other electronic media

At all times (on or off task):

DO

- Be civil and respect classmates, faculty and guests
- Create and maintain a positive educational environment conducive to learning. That includes the use of appropriate language, respecting personal space (e.g. no PDA), dressing appropriately (students should dress in a manner consistent with the academic nature of the Academy; clothing should reflect sensitivity to and respect for the rights of others) and following all school and university policies, which are found in the handbook.
- BE RESPONSIBLE!
- Be on time!
- Use gated side entrance to Mass Academy rather than entering through office building
- Ask someone if you are not sure of something
- Clean up after yourself-this is all our community property
- Check your email daily, and email your teachers for assignments if you are going to be absent

DO NOT

- Eat or drink in common carpeted areas of building (except spill proof drinks)-teachers will share rules of classrooms
- Enter faculty areas (offices/dining room/copy room) without permission
- Broadcast music or sound (use headphones)
- Block front entrance of 85 Prescott Street (don't stand in the way of people entering/exiting)
- Park in the main lot at 85 Prescott Street
- Walk alone between Mass Academy and Campus-find a buddy or use the shuttle

DO HAVE A WONDERFUL EXPERIENCE AT MASS ACADEMY