

MRS. BULLARD (FORENSIC SCIENCE)
SANTA FE HIGH SCHOOL
CLASSROOM POLICIES AND PROCEDURES



THE FOLLOWING TOPICS WERE COVERED WITH YOUR CHILD DURING CLASS:

- ✓ ATTENDANCE/MAKE-UP PROCEDURE
- ✓ CLASS MATERIALS
- ✓ EXTRA HELP/TUTORIALS
- ✓ CLASSROOM EXPECTATIONS
- ✓ GRADING
- ✓ PROGRESS REPORTS
- ✓ ADDITIONAL INFORMATION

PLEASE REVIEW THE ATTACHED INFORMATION WITH YOUR CHILD, SIGN THE TOP SHEET AND RETURN IT TO THE TEACHER.

YOU WILL BE ABLE TO ACCESS YOUR CHILD'S GRADE ONLINE.

FEEL FREE TO CONTACT ME ANYTIME TO ADDRESS ANY CONCERNS OR QUESTIONS.

PARENT SIGNATURE: _____

STUDENT SIGNATURE: _____

DATE: _____

Welcome to Forensic Science with Mrs. Bullard

Santa Fe High School 2020-2021

Course Overview:

Forensic Science is going to be an extremely interactive, fun, engaging, but difficult class. We will be learning about how forensic science works from evidence collection to evidence analysis. This class will use a lot of collaboration and group work and will require students to be able to work together to solve problems. The goal of forensic science is to provide students the basic skills used during forensic work. This course is designed to give you the background and skills to prepare you for more advanced training at the college level.

Class Rules:

1. Listen carefully and follow directions
2. Raise your hands to speak
3. Respect others
4. Use kind words
5. Always do your best, never settle for less!
6. Help each other
7. Treat others as you want to be treated
8. Never be afraid to ask questions
9. NO CELL PHONES unless given permission by the teacher

Cell phone policy:

If a device is out in class when it is not supposed to be, the first time it is seen will be a warning, the second time the teacher will take up the device till the end of class, and the third time the teacher will take up the phone and hand it into the office. Students will have to pay a fine of \$15 to receive their device back at the end of the day. Any further violations of the policy will see an automatic device sent to the office for a fine to receive it back and possible further consequences.

Consequences:

1. Verbal Warning
2. Teacher/Student Conference
3. Parent Contact (Detention)
 - May skip steps depending on severity
4. Parent Conference
5. Referral

Lab Discipline:

Students must return their signed safety contract and pass a laboratory safety test to participate in lab activities. Students will receive a warning for any lab safety violation. Any repeated violation will result in removal from lab and the student will have to write a paper for the remainder of the lab assignments. Safety in lab is most important.

Course Content: The following units will be covered in this course.

Unit 1: Safety & Lab Techniques	Unit 2: History, Law, Legal Responsibilities, & Career
Unit 3: Observation Skills	Unit 4: Crime Scene Collection using Scientific Method
Unit 5: Process & Analyze Trace Evidence	Unit 6: Fingerprints
Unit 7: Tool Marks & Impressions/Ballistics	Unit 8: Drugs, Alcohol, & Toxicology
Unit 9: Serology	Unit 10: Blood Spatter
Unit 11: DNA / PCR	Unit 12: Death & The Human Body
Unit 13: Anthropology	Semester II CBA

Required Materials:

- **Pocket Folder with Brackets!**
- Composition notebook – the more pages, the better! Your preference, this is mainly for you during class.
- Writing utensil
- Calculator for homework use

Grading: Your grade will be determined on the following scale:

Major Grades (Tests, Major Projects, etc.) -----50%

Labs/Quizzes-----30%

Daily Work (Daily Assignments, Homework) -----20%

Progress Reports:

Progress reports will be sent via email. Paper copies are available upon request.

Homework:

Homework will sometimes be graded in class for immediate feedback, after checked for completion. Students will have the majority of their assignments returned to them for review. *Even though homework is only 10%, it is the difference between an A and a B, or passing or failing.*

Assignments:

A tentative calendar will be posted in my classroom and on my canvas page. Every unit with all assignments, quizzes, and tests will be listed. It is the students' responsibility to keep up with the calendar and anything listed on it. Any changes that need to be made to the calendar will be announced in class.

Make-up Work:

Students may check their grades at any time outside of class on student access. Make-up assignments must be turned in within 48 hours of absence and labs must be made up within 1 week. Any incomplete work will at that point result in a zero. If there are extenuating circumstances, the student must individually approach the instructor and make other arrangements. Ultimately, it is the students' responsibility to get the make-up work completed quickly.

Tardiness:

You will be counted tardy if you are not in the classroom when the bell rings. Doors will remain locked this year, so if you come to the room tardy and need to get in, you must go get a pass from the front office. After a certain number of tardies, your Assistant Principle will deal with you accordingly.

Distance Learning Etiquette

Ensure:

1. Your device is charged.
2. You log in on time.
3. You mute yourself (if you're not already muted) when you enter.
4. You wait for the teacher to call on you to unmute yourself.
5. You keep video / camera turned on.
6. You look at the camera when you are talking.
7. You use the chat feature to ask questions and share resources.
8. You are an active participant (pay attention to speakers, take notes, type in responses/questions when asked, raise your hand).

9. You wear appropriate clothing.
10. You sit where your computer remains still and the camera is directed at your face.

Avoid:

1. Leaving the session early.
2. Talking when someone else is talking.
3. Chatting in the background during the presentation / lesson.
4. Eating during the meeting.
5. Sharing your screen unless told by your teacher.
6. Having inappropriate or distracting visuals in the background