



**GIRLS**  
**GLOBAL**  
**ACADEMY**

## **Girls Global Academy School Norms**

Every Trailblazer is expected to begin conducting themselves in a way that is appropriate for college and the professional world. In order to uphold an orderly learning environment, Trailblazers will be held to the following expectations every day at Girls Global Academy:

### **Classroom Norms:**

- Arrive on time, prepared to begin on time.
- Enter the room in an orderly manner, be seated, and begin on the assigned task.
- Be respectful of yourself, your classmates and your teacher.
- Be engaged and on-task throughout the class period.
- All assignments should be completed and submitted on time.
- If you are asked to leave the classroom, do so calmly and follow the direction of the teacher; any questions about the situation may be directed to the Dean of Students or administrators in the building.
- Clean up your work space and exit the classroom calmly after the teacher dismisses you.
- Adhere to all COVID-19 safety guidelines, if applicable.
- We value celebration of all members of our community.

### **Norms for Hallways and Stairwells:**

- Move calmly. Do not run as it may endanger yourself or others
- Report to all assigned classes
- Quiet conversation is acceptable; loud, boisterous conversation is not.
- Discard trash in containers provided
- Be aware of traffic flow. Do not stand in groups as hallways are narrow and social distancing is required
- We engage in appropriate physical manner in the halls. Horseplay, altercations, and public displays of affection (PDA is not permitted ).
- We use language that is appropriate for school.

- Adhere to all COVID-19 safety guidelines, if applicable

### **What is E-Hall Pass?**

E-hallpass is a digital hall pass system that allows trailblazers to create passes using check out stations in the classroom, similar to how you would have a sign out sheet in a classroom. Teachers and students may create passes using existing classroom technology such as chromebooks, desktop computers and tablets.

### **E-Hall Pass Norms**

- Raise your hand and ask for permission to leave the classroom for any reason.
- Wait for the teacher to respond to you.
- Teacher will let you know when to create an E-Hall Pass.
- Before leaving the classroom, ensure your teacher can see your computer timer.
- Return back to the classroom before the timer runs out.

### **E-Hall Pass Expectations**

- Other students are waiting to leave the classroom; return as quickly as you can.
- All appointments will be made via E-Hall Pass. If you do not have an appointment; students must request an appointment ( before or after school, during lunch and transitions). Students will not be permitted to leave the classroom to visit other students, teachers/staff without an appointment pass,
- TV monitors in hallways with E-Hall Pass projected ensure everyone in the hallway has a pass or appointment. Students without passes receive accountability.

### **Cafeteria Norms**

Breakfast and lunch are served at designated times in the cafeteria. Trailblazers who use the cafeteria must abide by the guidelines listed below.

- Trailblazers must treat all food service staff, cafeteria supervisors, and fellow trailblazers with courtesy and respect. Trailblazers are to walk in the cafeteria.
- The line in the cafeteria must be orderly at all times.
- Trailblazers are not permitted to order food from outside the cafeteria.
- Dining spaces must be clean and neat upon scholar exit.

- Trailblazers must remain seated after they have received their lunch. They should only move around to throw away their lunch trays or to use the restroom. Trailblazers must exit the cafeteria in an orderly manner.
- Adhere to all COVID-19 safety guidelines, if applicable

### **Field Trip Dress Code**

Trailblazers must adhere to the Girls Global Academy Dress Code when attending field trips unless otherwise specified by the Director of Culture.

### **Jewelry and make-up**

- Earrings are permitted
- If body piercings are either distracting or potentially hazardous to school activities, trailblazers will be required to remove them during school hours.
- Any distracting or potentially offensive wrist wear is prohibited.

### **Distracting Clothing**

- Clothing or jewelry that is determined by any teacher or staff member as being a disruption from the learning progression is not permitted.