

Teacher: _____
School Year: _____

Schedule:

1st Pd. _____

5th Pd. _____

2nd Pd. _____

6th Pd. _____

3rd Pd. _____

7th Pd. _____

4th Pd. _____

Dependable students sub can trust:

1st Pd. _____

5th Pd. _____

2nd Pd. _____

6th Pd. _____

3rd Pd. _____

7th Pd. _____

4th Pd. _____

Neighboring teachers to consult regarding discipline and academic questions:

Nearest Restroom and how to access if locked:

Emergency call button location: _____

Technology information/ instructions:

Location of materials and resources commonly needed in your class (pens, paper, markers, homework tray, dictionaries, etc.)

Hall pass policy: _____

Other pertinent information specific to your classes:

Grade level principal: _____ Ext.: _____