

**PROFESSIONAL BEHAVIOR AGREEMENT**  
**Appalachian State University – Middle Grades Field Experiences**

During your preparation as a middle grades classroom teacher you will spend many hours in school classrooms observing and working with master teachers and middle grades students. It is important that you follow the rules and policies of the school and its teachers. Professional behavior should be evident in your presence, interactions, and responsibilities at the partner school.

Please read this Professional Behavior Agreement and clarify questions you may have regarding these expectations. Present this agreement to your ASU professor.

- **Your physical appearance should meet the norms and guidelines required by the school, the cooperating teacher, and the profession at large.**
- **Check into the school’s office upon your arrival and departure when you visit. Office personnel may require that you check in and out in writing throughout your field-based experience. Please note and follow their directions carefully.**
- **Timelines for each scheduled class and field session and your preparedness for each prearranged responsibility are expected. Please make it your responsibility to make up all missed sessions. As a responsible educator, your absenteeism affects more than yourself. Only the most documentable absences will be accepted. Phoning the master teacher at home or school and your instructor as soon as an absence is known are expected.**
- **Interactions with students must be both respectful and professional. It is necessary to draw a line between being a friend to the middle grades students and being a friendly teacher candidate. Please reflect on the difference.**
- **Your responsibility to your master teacher includes sharing any relevant confidences told to you by a student (e.g. abuse in or out of school, upcoming travel plans, academic or social difficulties).**
- **Alcohol consumption or illicit drug use prior to or during class is strictly forbidden and cause for dismissal from the program.**
- **Your overall conduct should adhere to the approved standards of the teaching profession. Moreover, the approved standards and norms of your school site regarding gum chewing, beverages, food consumption during class time, etc. should be considered carefully and observed.**
- **You will become a role model for impressionable young adolescents. Keep oral and written language grammatically correct and appropriate to the school environment. Act responsibly in all public places as though your students would learn of your behavior. They just might!**

I understand that by not upholding these standards, my continuation in the middle grades program is jeopardized. I am aware that a program-based monitoring system is in place and partner school master teachers and site coordinators have been asked to document areas of concern and accomplishments regarding my participation in the program.

My signature on this agreement indicates that I have read and understand the Middle Grades Program expectations.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date