

Classroom Conduct Guidelines

Dear Students and Parents,

We are committed to creating a positive learning environment at [School Name]. To ensure a successful and respectful classroom experience, we have established the following conduct guidelines:

- **Respect others:** Treat classmates, teachers, and school staff with kindness and consideration.
- **Be responsible:** Arrive on time, complete assignments, and take care of school property.
- **Participate actively:** Engage in discussions and activities, contributing positively to the learning atmosphere.
- **Follow instructions:** Listen attentively and follow directions given by the teacher.
- **Avoid disruptions:** Refrain from behaviors that may distract others from learning.

We believe that by adhering to these guidelines, we can cultivate a respectful and conducive learning environment for all. Thank you for your cooperation!

Sincerely,

[Your Name]

[Your Position]

[School Name]