

## Introducing..... **NHS Hornet OFFICE HOURS**

### **What is the purpose of Office Hours?**

- ★ A consistent time for academic support (all teachers working with students)
- ★ Time for group and individual studying
- ★ Time during the day for wellness, rehearsal, counseling or admin check-ins
- ★ Systemic adjustment to help you **be responsible, be kind, and be well**

### **When are Office Hours?**

- ★ Tuesdays 9:30am- 10:10am (after 1st period block)
- ★ Wednesdays 9:30am-10:10am (after 2nd period block)



### **What can I do during Office Hours?**

#### ***Get academic support by . .***

- Signing up and/or working with specific teachers to
  - Get additional help on class assignments, homework, or projects
  - make up tests or labs you may have missed due to absences
  - get clarity on your work or to get more specific feedback on your grades and progress
- visiting the library to work on specific assignments or do research.
- finish homework due later that school day.
  - organize study sessions with your peers.



#### ***Improve connections with NHS staff and get business done by . .***

- signing up to visit your counselor.
- checking in with the athletic director or administrators to get paperwork signed or get new information.
- visiting the college and career coordinator in the library to turn in community service forms or inquire about college visits.
- going to the gym and making up missed PE classes.



#### ***Reduce stress and anxiety and/or increase joy and success by . . .***

- go to the Cafe' and get something to eat
- meet with their club sponsors and plan future events or school activities.
- read a book outside under the sun.
- walk and talk with a friend who seems isolated or wants to talk through a challenge
- Visit the new EAST Annex in the east wing (3300 building) to get some tea, pick up resources or attend occasional mini sessions on mindfulness topics
- join onsite speaker series coordinated by teachers and staff

**How do I set myself up for success?**     *HOLD YOURSELF ACCOUNTABLE use the log!*

# NHS Office Hours Log

**OH Types:** Ac Su = Academic Support. PSG = Peer Study Group. SH = Study Hall.  
 CA = Counselor Appt. AA - Admin Appt WELL = Wellness Activity *or write in your activity*

Date	OH Type	Location	Work Accomplished	Signature
T Aug 27				
W Aug 28				
T Sept 3				
W Sep 4				
T Sept 10				
W Sept11				
T Sept 17				
W Sep18				
Progress report period ends Sept 27 as a Reminder to All students				
T Sept 24				
W Sept25				
T Oct 1				
W Oct 2				
T Oct 8				
W Oct 9				

**BE RESPONSIBLE. BE KIND. BE WELL.**

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