**PBIS SCHOOL-WIDE EXPECTATIONS (revised 8/15/16)**

**Hallway Expectations**

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| **Students will:** | **Teachers will:** |
| * Walk on the right side of the hallway in a single file or in twos only
* Use an “inside voice” whisper or speak quietly
* Close quietly instead of slamming lockers shut
* Keep it moving
* Move out of the way so others can get into their lockers
* Do not use electronic devices (including earbuds) while in the hall between 7:20 and 2:40.
* No hats building wide between 7:00 and 3:00 with the exception of outside during lunch time.
* Leave backpacks, string bags, purses etc. in lockers between 7:20 and 2:40
 | * Stand in the hall during passing to monitor students (including lunch).
* Remind students of expectations and praise positive behavior (5:1)
* Remind students to not linger and get to class quickly. “Keep it moving”
* Ask students to show their pass if they are in the hallway outside of passing time and encourage them to go to class.
* Make sure no students are in the hallway or at their lockers before 7:20am

 * Enforce hallway expectations even when not on duty.
* Ensure student aides have a pass in the hallway at all times.
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**Dance Expectations**

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| **Students Will:** | **Teachers Will:** |
| * Stay in computer lab, library or gym (dance) once they have chosen or been assigned an area
* No running/horseplay
* Keep hands and feet to themselves
* Not bring food or drink into the gym
* Not wear hats
* Not take pictures
* Put away electronic devices?
 | * Not be in their classroom unless supervising a group of students *that has been approved by administration*
* Actively supervise in assigned /chosen area
* Make sure at least one team member is in the dance area supervising and rotate if needed
* Reinforce student expectations
* Watch for students gathering in large groups
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**Assembly Expectations**

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| **Students Will:** | **Teachers Will:** |
| * Enter the gym quietly and listen to instructions
* Know the procedures for fire drills and lockdown while in an assembly
* Be quiet when the speaker is talking
* Clap and cheer only when appropriate
* Obey all school staff
* Sit in assigned area
* Keep hands and objects to yourself
* Enter and leave in a single file line
* Use stairs and walk carefully on the bleachers
* Go all the way up and fill in row by row
* Exit one row at a time
* Not use any electronic devices and make sure they are turned off or silent
 | * Split staff: 1 team member at the top of the bleachers, 2 sitting among students, and 1 at the bottom

 * Bring emergency packet
* Actively supervise students and reinforce expectations
* Ensure safe exit and entry of students
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**Morning Cafeteria Expectations**

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| **Students Will:** | **Teachers Will:** |
| * Only stay in the cafeteria if eating breakfast (cafeteria food only)
* Once finished, clean up their table, throw away trash and go outside
* Keep hands and feet to themselves (No “horseplay”)
* Use inside voices
* Take hats off
* Use electronic devices appropriately via school policy
 | * Be on time for duty
* Monitor the hallway entrance: Question students about their purpose. Band students can go in (at 7:10) but not use lockers.
* Continually cycle through cafeteria tables to reinforce student expectations
* Ensure only 6th grade students enter through cafeteria after the morning bell
* In cafeteria duty area announce at 7:15 that it is time to clean up and leave for door area.
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**Before School Expectations**

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| **Students will:**  | **Teachers will:**  |
| * Keep hands and feet to themselves (No horseplay)
* Use appropriate language
* Respect school and other’s property, clothing, hats, etc.
* Stay within the boundaries for each grade level (once there-stay there including no leaving to get breakfast after 7:15)
* As soon as exiting bus, students needing breakfast should immediately go to cafeteria.
* 6th grade students line up outside the red line and leave doors clear.
* 7th grade students line up on east side of north walls at 7:19 to enter building under staff supervision.
* 8th graders remain outside of red line boundary by 8th grade doors before bell.
* NO ball playing or running in crowds
* Follow instructions given by teachers
* Use only the front doors after 7:23 in the morning
* No students behind cafeteria – students do not use back cafeteria doors to go to 8th grade doors.
* See cafeteria door duty adult to get hall pass if needing to use the restroom.
* Use electronic devices appropriately via school policy
 | * Be at your assigned duty station on time (No later than 7:05- and you may leave at 3:05 on duty days)
* Keep students inside boundaries
* Question students who are leaving their assigned grade level area
* Inform substitutes of duty responsibilities or arrange team member for coverage if absent
* If on duty outside- take a radio and radio-in to make others aware you’re at your post
* Teacher assigned to 7th grade doors should keep students away from the entrance and have students line up around the east wall when it is time to enter the building at 7:19.
* Teachers will encourage students to exit cafeteria using right hand doors.

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**Before School (Inclement Weather) Expectations**

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| **Students Will:** | **Teachers Will:** |
| * ALL students are expected to come inside
* Student should sit on the floor in front of lockers and pods and in their grade level zone
* Not use lockers until bell rings
* Not wear hats while in the building
* Use electronic devices appropriately via school policy
 | * Actively monitor the hallways
* Make sure students are not at their lockers and they are sitting down
* Ensure that no students are behind the pods
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**Restroom Expectations**

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| **Students Will:** | **Teachers Will:** |
| * Use the restroom between classes
* Use the restroom nearest to their class.
* Spend no more time than necessary
* Make sure paper towels are thrown away in the trash can and not on the floor
* Get permission before going to the restroom and have a pass
* Before school students will get hall pass to use restroom from cafeteria door supervisor.
* During lunch, students use restrooms by the gym after getting permission from adult supervisor.
* Respect people and property
* Use indoor voice
* Place only tissue in toilet
* Give others privacy
* Flush toilet after use (and make sure that it actually flushes)
* Report vandalism, accidents, or spills immediately
* Not use electronic devices while in the restroom
 | * Not send students to the restroom during the first 10 or the last 10 minutes of class
* Only send one student at a time
* Have students sign out/in when they leave the classroom
* Hurry along students who are loitering when you happen to be in the restroom at the same time
* Make sure students have a hall pass to go to the restroom
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**Lunch and Transition Expectations**

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| **Students Will:** | **Teachers Will:** |
| * Once finished with lunch: pick trash up and return lunch trays
* While in line leave gaps for doors and tray return
* Speak quietly (Use inside voices)
* Stay seated unless in line for food or throwing away trash and returning trays
* After lunch go to the restroom and get water before class begins
* Make sure all trash is picked up
* Keep moving during passing time
* No stopping in the middle of the hallway
* Students need a pass to go to classrooms during lunch.
 | * Be present when students are coming in from lunch- all teachers out to actively supervise.
* 6th graders enter through band doors after lunch
* 7th graders enter through 8th grade doors on the west side of the building
* 8th graders enter through 8th grade doors on the west side of the building
* Actively supervise students on their way to lunch. (Each grade level will have their own lunch transition plan.)
* Remind students to speak softly when coming in from lunch or during transitions.
* Teachers provide passes for students who are expected to come to their classroom during lunch.
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