

School-Wide Expectations	1. Classrooms	2. Hallways & Stairs	3. Team Locker Bays	4. Washrooms	5. Media Center & Computers
<b>Be Respectful</b>	_Enter class quietly in your seat when the bell rings _Follow all classroom rules _Listen when others are speaking _Respect all adults in the building and class: Substitutes, TA s, volunteers, speakers, etc. _Respect everyone's property	_Keep moving - "transition with a mission" _Walk on the right - halls and stairs _Speaking voices - twelve inch voices _Respond to any and all staff meetings, follow directions _Respect property in the building & halls _Be especially quiet when classes are in session	_Enter only <i>your</i> locker bay and lockers _Keep your area clean _Only open locker by using combination _Use inside voices	_Respect school property - take care of the washroom like they were in your home _Quietly wait when crowded _Respect privacy of others	_Manage your belongings _Throw all trash in garbage _Clean up/erase any inadvertant marks in books or on property
<b>Be Responsible</b>	_Keep hands, feet, and objects to yourself _Bring all materials needed to class - planner, too - everyday _Use time wisely _Put name and heading on paper for each assignment _Always produce quality work _Practice cooperation (give and take) when working in groups _Ask questions whenever you don't understand	_Help keep our school clean _Use elevators only with permission & carry a note _Eating & drinking is for only the lunchroom _One stair at a time _Use designated stairwell _WALK at all times _Keep moving on the landings	_Get in and out of locker bay quickly _Keep all items in your locker _Keep floors and tops of lockers free of all items _Use only your own locker _Keep locker combination confidential _Inform teachers of unsafe situations or problems between students _Change quickly and exit quickly	_Notify teachers of problems or situations _Use products sparingly - one paper towel & one dab of soap _Have pass and sign out during class times _During core time, use core bathrooms _Use restroom at lunch	_Bring your student ID and planner that shows internet policy has been turned in _Turn in materials on time _Log off computers when done _Visit only educationally appropriate websites _Eat food in lunchroom first
<b>Be Caring of Others</b>	_Listen to others, staff and classmates _Be helpful to staff and classmates _Be accepting and tolerant of others	_Help others, e.g. picking up dropped materials _Say "hi" to adults and students	_Return lost items to their owner or a teacher _Inform staff regarding unsecured lockers or property _Help others who need help in class or in locker bays	_Let an adult know if someone needs help _Let an adult know if restroom needs attention	_Use materials with care _Push in chairs when leaving _Use your 6" library voice

6. Bus & Field Trips
<p><input type="checkbox"/> Keep voice level down      <input type="checkbox"/> Keep buses clean <input type="checkbox"/> Keep hands, feet, and objects to self <input type="checkbox"/> Leave space in good, clean condition <input type="checkbox"/> Keep backpacks in hands or on lap <input type="checkbox"/> Be courteous to your driver using words like thank you and please</p>
<p><input type="checkbox"/> Be on time <input type="checkbox"/> Know your bus number <input type="checkbox"/> Follow directions from adults <input type="checkbox"/> Follow ALL safety rules <input type="checkbox"/> Place belongings in appropriate places      <input type="checkbox"/> Use seatbelts      <input type="checkbox"/> Inform staff of any problems <input type="checkbox"/> Represent PJMS positively <input type="checkbox"/> Stay seated when bus is moving <input type="checkbox"/> Use inside voices -- it's critical to a safe ride</p>
<p><input type="checkbox"/> Greet the driver with a "hello" <input type="checkbox"/> Welcome students to the seat next to you      <input type="checkbox"/> Include others</p>

Expectations	7. Gym Lockers	8. Main Office	9. Dismissal & Arrival	10. Playground	11. Cafeteria
<b>Be Respectful</b>	<ul style="list-style-type: none"> <li>_Respect the privacy and property of others</li> <li>_Stay within your personal space</li> <li>_Use courteous language at all times</li> <li>_Help keep the locker room clean - throwing away trash, picking up trash, alerting staff to areas needing clean-up</li> <li>_Finish eating food in the lunchroom</li> </ul>	<ul style="list-style-type: none"> <li>_Make requests when needing something, e.g. Please may I...</li> <li>_Greet office staff, using "hi, hello, good afternoon," etc.</li> <li>_Enter the office quietly and in a mannerly way (walking, hands and feet to self, opening doors for others)</li> <li>_Use inside voice</li> <li>_Say please and thank you</li> </ul>	<ul style="list-style-type: none"> <li>_Use appropriate language</li> <li>_Use appropriate voice levels - 12 inch voices</li> <li>_Quiet when adults are talking</li> <li>_Remove hats</li> </ul>	<ul style="list-style-type: none"> <li>_Be respectful of all staff: TA staff, student volunteers</li> <li>_Be respectful of school and other people's property</li> <li>_Throw all trash in receptacles</li> <li>_Keep hands, feet and property to self only</li> <li>_Eating and drinking in the cafeteria only</li> </ul>	<ul style="list-style-type: none"> <li>_Keep hands, feet and objects to yourself</li> <li>_Listen and follow directions of all staff: lunchroom, custodians, supervisors, and parent volunteers</li> <li>_Use courteous language (please, thank you, etc.)</li> </ul>
<b>Be Responsible</b>	<ul style="list-style-type: none"> <li>_Lock up all your possessions</li> <li>_Learn your combination to the lock</li> </ul>	<ul style="list-style-type: none"> <li>_Bring a pass if coming from class to the office</li> <li>_Bring a pass if coming from lunch to the office</li> <li>_Ask politely to use office property</li> <li>_Have ID displayed on lanyard</li> <li>_Follow all classroom rules when in the office</li> </ul>	<ul style="list-style-type: none"> <li>_Electronics turned off and remain off when in the building</li> <li>_Exit building quickly at dismissal and meet friends outside</li> <li>_IDs shown when entering the building</li> <li>_Request temp if no ID</li> <li>_Throw away food, drinks, and gum before entering the building</li> <li>_Use appropriate entrance/exit/stairwell</li> <li>_Go directly to your area or exit</li> </ul>	<ul style="list-style-type: none"> <li>_Keep track of your own property</li> <li>_Inform staff of problems: unsafe situations, students having difficulties, etc.</li> <li>_Promptly line up when the whistle sounds</li> <li>_Once on school property, stay on school property until dismissal</li> <li>_Follow school rules at all times</li> </ul>	<ul style="list-style-type: none"> <li>_Line up before entering lunchroom</li> <li>_Food is on plate or being eaten</li> <li>_Use appropriate dining/restaurant manners</li> <li>_ID worn at all times</li> <li>_Wash hands before eating</li> <li>_Stay in your seat once chosen</li> <li>_Use 12 inch voices</li> <li>_Hallway behavior applies to cafeteria as well</li> <li>_Bring pass from teacher if going to class or media center</li> </ul>
<b>Be Caring of Others</b>	<ul style="list-style-type: none"> <li>_Offer to help others</li> </ul>	<ul style="list-style-type: none"> <li>_Wait your turn patiently and quietly</li> <li>_Wait to be acknowledged</li> </ul>	<ul style="list-style-type: none"> <li>_Be courteous when lining up - one person in front of another</li> <li>_Greet the staff with a hello when entering</li> </ul>	<ul style="list-style-type: none"> <li>_Include others in your activities</li> <li>_Invite others to join your conversations or activities</li> <li>_Be mannerly and polite at all times</li> </ul>	<ul style="list-style-type: none"> <li>_Be appreciative of lunchroom and custodial staff</li> <li>_Be welcoming of new faces at your table</li> <li>_Invite students to join you</li> <li>_Make sure students new to our school are invited and included</li> <li>_Clean up after yourself, tables and floors so others have a clean space</li> </ul>

12.  
Auditorium

Enter and exit in an orderly way  
 Be an active listener/attentive audience member  
 Take all trash and personal items with you  No matter what the event, keep cell phones and other electronics off  
 Applaud politely

Stay with your group  All food and drinks are consumed in cafeteria and say out of auditorium  
 Keep hands, feet, and objects to yourself  
 Keep feet on the floor  
 Take program booklets, handouts, etc. when you leave

Participate when appropriate  
 Show your appreciation through applause only  
 Help others maintain audience decorum