

SUNRISE ELEMENTARY
OFFICE/HEALTH ROOM
EXPECTATIONS

Be Safe

1. Follow adult directions
2. Wait your turn quietly
3. Stay calm, always walk
4. Hands to self, ask before you touch things



Be Kind

1. Wait until the adults are off the phone, unless it is an emergency
2. Introduce yourself, state your purpose – why are you in the office?

Be Responsible

1. Have a pass or permission from an adult to be there.
2. Return health room items (ice packs)
3. Turn in money, notes, etc., first thing in the morning
4. Put materials away (books, checkers) before leaving office
5. Use a level 2 voice