



Be Respectful

*treating people with kindness
consideration and understanding*

Be Responsible

*the act of being dependable and reliable in all
situations.*

Be Safe

free from harm

Be My Best

to work hard

All Settings

- Demonstrate integrity, dignity, tolerance and common courtesy towards all.

- Keep all property free from vandalism and destruction.
- Be fully prepared.
- Attend school every day.
- Recycle

- Stay within defined areas
- Report dangerous situations

- Be a positive representative of IJ Holton and the Austin school community.

Classroom/FTLA

- Use appropriate language and volume (Level 1, 2, 3)
- Listen, be caring, and be polite
- Protect the furniture
- Follow ALL staff directions

- Be here, be ready
- Be an active learner
- Complete all practice and assessment work

- Walk at ALL times
- Keep hands, feet, and body to yourself
- Use furniture and supplies appropriately

- Be aware of personal surroundings
- Helpful
- Encourage others
- Positive attitude
- Engaged in task
- Try multiple times
- Ask for advice or support

Hallway

- Use appropriate language and volume; let others learn (Level 1, 2)
- Follow all staff instructions
- Protect walls, windows, floors and lockers

- Walk directly to your destination
- Be a good citizen- help keep the halls clean
- Keep hall pass visible

- Walk at ALL times
- Stay to the right and keep hallways passable
- Keep hands, feet, and body to yourself

- Calm body
- Keep moving
- Be a good listener:

			<ul style="list-style-type: none"> • Be cautious at intersections 	
Cafeteria	<ul style="list-style-type: none"> • Use appropriate language and volume (Level 1, 2, 3) • Use manners – “please and thank you” towards lunchroom staff • Follow all staff instructions 	<ul style="list-style-type: none"> • Clean up your area and put trash in the garbage; recycle your milk carton • Keep all food and drink in the cafeteria 	<ul style="list-style-type: none"> • Walk at ALL times. • Stay in line • Keep hands, feet and body to yourself • Remain seated until dismissed 	<ul style="list-style-type: none"> • Polite conversation • Include others
Bathroom	<ul style="list-style-type: none"> • Use appropriate language and volume (Level 1, 2) • Leave no trace 	<ul style="list-style-type: none"> • Return promptly to class • Use bathroom during appropriate time • Report supply needs to staff 	<ul style="list-style-type: none"> • Wash hands with soap and water • Keep hands, feet, and body to yourself 	<ul style="list-style-type: none"> • Report concerns to staff • Respect privacy of others
Assemblies/School Activities	<ul style="list-style-type: none"> • Use appropriate volume and language (Level 1, 2, 3, 4) • Be attentive to the speaker • Display appropriate manners and school spirit. 	<ul style="list-style-type: none"> • Be on time • Sit with your assigned class. 	<ul style="list-style-type: none"> • Remain seated until dismissed. • Keep hands and feet to self. 	<ul style="list-style-type: none"> • Attentive listener • Respond and applaud when appropriately
Bus	<ul style="list-style-type: none"> • Use appropriate language and volume (Level 1, 2) • Treat others with kindness 	<ul style="list-style-type: none"> • Be on time to your bus • Keep bus clean 	<ul style="list-style-type: none"> • Walk at ALL times • Stay seated and keep the aisles clear • Keep hands, feet, and body to yourself 	<ul style="list-style-type: none"> • Be a positive role model for others • Wait your turn when entering or exiting • Report problems to the driver

<h1>Outside Area</h1>	<ul style="list-style-type: none"> • Use appropriate language and volume (Level 1, 2, 3, 4) • Follow all staff instructions • Treat others with kindness 	<ul style="list-style-type: none"> • Be a good citizen- keep the outdoor environment clean and undisturbed • Leave plants and animals undisturbed • Line up quickly when whistle blows • Take care of equipment 	<ul style="list-style-type: none"> • Keep hands, feet, and body to yourself • Report problems to staff • Stay within boundaries 	<ul style="list-style-type: none"> • Include others • Be appropriate; chalk art, manners, rules, games, equipment • Place your litter in the trash can
<h1>Office/ Health Office</h1>	<ul style="list-style-type: none"> • Use soft voices (Level 1, 2) • Be patient and wait your turn • 	<ul style="list-style-type: none"> • Show a note or pass from teacher • Sit quietly • Be honest 	<ul style="list-style-type: none"> • Keep hands, feet, and body to yourself 	<ul style="list-style-type: none"> • Be confidential • Be polite • Follow all staff directions

