FOR SUCCESS

STAFF

STAFF Honest # United # Empathetic # Safe	
Arrival & Dismissal Arrive on time and be prepared to learn Wear appropriate school attire Wear your ID at all times Place hats, outerwear, cell phones and personal electronic devices in your locker Address one another respectfully Keep your hands, feet and objects to yourself	Bus Follow the bus driver's instructions and expectations Practice safe behaviors and use your inside voice Remain seated in your assigned seat throughout the bus ride Keep your hands, feet and objects to yourself Use appropriate language Address one another respectfully Keep your feet and belongings out of the aisle
Classrooms Kindness counts Be attentive and follow directions Arrive with necessary materials Address one another respectfully Be prepared and on time Stay engaged and participate in classroom lesson 	Hallways/Stairwells Walk; don't run. Stay to the right when walking or using the stairs Keep hands, feet and all objects to yourself Keep hallways and stairwells clean Move directly to your next class Use lockers during designated times
Bathrooms Have a pass Scan ID when entering and leaving Respect the privacy of others Clean up after yourself Wash and dry hands Keep the bathrooms clean Return to class immediately Report any problems to an adult	Nurse's Office Have a pass and sign-in by scanning your ID Wait your turn Use a quiet inside voice Follow adult directions Health related phone calls to parents/guardians will only be made by the nurse
Media Center Have a pass and sign-in by scanning your ID Use a quiet inside voice Treat books, equipment and furniture with care Follow adult directions Clean up after yourself	Digital CitizenshipUse care when handling school-issued learning devicesOnly visit appropriate and approved sitesKeep personal information privateReport unsafe situationsRemember, what you post lasts foreverCharge your device for the next school day
Cafeteria Be patient in line Clean up after yourself Keep hands, feet and all objects to yourself Use good manners (Please and Thank You) Enter/exit quietly through designated doors Keep the cafeteria clean Be attentive, listen to directions and follow cafeteria guidelines	Recess• Walk to your assigned recess location• Wear proper clothing and footwear• Listen and follow adult directions• Keep your hands and feet to yourself• Ask for permission before leaving the location• Demonstrate good sportsmanship• Respect other people's belongings• Return recess equipment at the end of period
Auditorium/JMPAC • Follow adult directions • Respect performances and respond positively • Stay seated in your designated area • Be attentive and sit quietly during the performance • Appreciate other people's talents	Offices • Have a pass and sign-in by scanning your ID • Use a quiet inside voice • Use kind, helpful and appropriate words • Ask permission before using the phone