

# Nicolas Knights CARE



## Arrival/ Dismissal

## Hallways

## Lunch Areas

## Office

## Assemblies

## Restrooms

## Digital Citizenship

## Classroom/ Locker Room

## Caring

Be ready to learn  
Arrive with planner,  
binder, and fully  
charged iPad  
Follow dress code

Keep voice level  
conversational  
Clear path to those  
less able  
Return lost items to  
office

Wait your turn  
in line  
Leave your area  
clean  
Refer to adults by  
name

Start your  
interaction with a  
greeting  
Refer to adults by  
name

Maintain personal  
space  
Celebrate others'  
accomplishments

Use quiet voice  
Keep your space  
clean

Use polite words  
online  
Use iPad as  
intended

Use kind words  
Be a model student  
Have a growth  
mindset

## Always Safe

Keep hands/feet to  
yourself  
Use crosswalk when  
needed

Follow directions  
given by adults  
Walk to class

Follow directions  
given by adults  
Walk carefully to  
lunch line

Follow adult  
directions  
Ask for permission  
to enter other  
areas

Walk during entire  
event  
Follow adult directions

Wait patiently for  
your turn  
Wash hands for 20  
seconds

'THINK' before  
posting  
Honor others' work  
and privacy  
Keep iPad in good  
condition

Stay in assigned  
seat  
Follow class rules  
Keep hands/feet to  
yourself

## Responsible & Respectful

Be on time  
Ask if you need help  
or offer someone  
help  
Use appropriate  
language and voice  
level

Walk with a  
purpose to class  
Keep hands/feet to  
yourself

Eat at the lunch  
tables  
Throw away all of  
your trash  
Play games in  
assigned areas

Be patient  
Wait your turn  
Use designated  
door to enter and  
leave office

Keep hands and feet  
to self  
Be courteous to  
visitors on campus  
Respect speakers and  
performers

Honor others'  
privacy  
Use facility for  
intended purpose

Fully charged iPad  
Submit tech repair  
ticket as needed

Respect teacher's  
materials & peers'  
property  
Get to class on time  
Have required  
supplies

## Empathetic

Greet peers and  
adults  
If you see  
something, say  
something

Use polite words

Invite someone new  
to join you

Use an indoor  
voice in the office  
Offer assistance to  
others who might  
need help

Speak or cheer at  
appropriate times  
Allow yourself to be  
celebrated

Inform staff if  
supplies are low  
Use time wisely

If you see  
something unsafe,  
say something

Respect others'  
viewpoints  
Care for others'  
learning  
environments

## Using Personal Mobile Communication Devices At School

### Responsible:

- All mobile communication devices, including smartphones, smart glasses, gaming devices, wired and wireless headphones, are turned off and put away during school hours.
- Smart watches are worn on airplane mode during school hours.
- If smart watches become a distraction, they must be put away, out of sight.

### Respectful and Safe

- Smartphones and other devices should not be used to record audio, video, or take photos of anyone without their permission. This is to respect everyone's privacy.