

Rules and Discipline Policy

In order to maintain a disciplined and safe learning environment at school, we have adopted a school wide discipline policy centered around three basic rules that parents and children need to discuss and obey. These rules are more clearly defined through our expectations by location.

Locations	Be Safe	Be Respectful	Be Responsible
Hallway	<ul style="list-style-type: none"> Walk, walk, walk Watch for opening doors Keep hands, feet, and objects to yourself 	<ul style="list-style-type: none"> Use quiet voices, so not to disrupt others Walk directly to class or school area Follow all adult directions 	<ul style="list-style-type: none"> Hold the door for people behind you Stay on walkway and stay to the right Stay in line facing forward unless directed by an adult
Playground	<ul style="list-style-type: none"> Use equipment appropriately Keep hands and feet to self Play an identified game (no tag) 	<ul style="list-style-type: none"> Follow the rules of the game Play fairly & include everyone Accept consequences without arguing 	<ul style="list-style-type: none"> Use bathroom & get water at 5 min warning Tell an adult if someone is hurt Freeze at the siren & line up in classroom lines
Bathroom	<ul style="list-style-type: none"> Walk to and from the restroom Keep water in the sink and off the floor Report problems: sink/floor/toilet 	<ul style="list-style-type: none"> Give people privacy Use quiet voices Wait your turn 	<ul style="list-style-type: none"> Flush toilets Wash your hands Put toilet paper in the toilet
Cafeteria	<ul style="list-style-type: none"> Face forward in line Keep hands and feet to self Walk to lunch tables 	<ul style="list-style-type: none"> Stand in line quietly Say please and thank you Touch only your card 	<ul style="list-style-type: none"> Take the food you touch Inform adult of any accidents or spills Encourage others to follow the rules with kind words
Lunch Table	<ul style="list-style-type: none"> Sit on your bottom facing the table Touch only your own food Keep all food on your tray 	<ul style="list-style-type: none"> Allow anyone to sit next to you Use quiet voices Listen to noon supervisors 	<ul style="list-style-type: none"> Sit at assigned table Wait to be excused by noon duty supervisors Throw away all trash and stack your tray
Arrival	<ul style="list-style-type: none"> Keep backpacks & body parts to yourself Walk laps or... Sit down and read a book 	<ul style="list-style-type: none"> Provide enough space for you & your classmates Use quiet voices Use kind words and actions 	<ul style="list-style-type: none"> Arrive on time Get water & use bathroom before class begins Listen to adult supervisors
Dismissal	<ul style="list-style-type: none"> Walk to the exit Keep hands & feet to yourself Use cross walks 	<ul style="list-style-type: none"> Follow adult directions Follow directions of Safety Patrol Use quiet voices 	<ul style="list-style-type: none"> Go directly home or to an adult supervised program Take proper care of all personal belongings Encourage others to follow the rules with kind words
Assembly	<ul style="list-style-type: none"> Sit on bottom with legs crossed Walk in and out of event Keep hands in lap 	<ul style="list-style-type: none"> Sit silently Eyes on presenter Clap softly 	<ul style="list-style-type: none"> Follow adult directions Encourage others to follow the rules with kind words
Office	<ul style="list-style-type: none"> Keep hands and feet to self While seated, keep 2 feet and legs on the floor Enter quietly 	<ul style="list-style-type: none"> Use polite language: "Please," "thank you" Wait in a single file line Use a quiet voice 	<ul style="list-style-type: none"> State your purpose politely Wait patiently for your turn Have a pass
Library	<ul style="list-style-type: none"> Walk at all times Use materials appropriately Always push in your chair 	<ul style="list-style-type: none"> Use quiet voices Clean up after yourself Listen to instructions and directions 	<ul style="list-style-type: none"> Use a shelf marker at all times Keep books clean, dry, and in a safe place Return books on time

RULES AGAINST "BULLYING" – All students will know and follow "The Bully Pledge"

We agree that if we see someone being bullied, we will stop or report the bullying or we are just as guilty as the bully

1. We will not bully others.
2. We will help students who are bullied.
3. We will ensure that all students are included and not left out.
4. When we know someone is being bullied, we will tell an adult at school and at home

Report suspected bullying at <http://www.cvesd.org/PARENTS/Pages/Bullying.aspx>

Rewards for Making Good Choices

- School-wide distribution of Panther Pride Tickets and opportunities to win prizes
- Quarterly Red Carpet Awards Assemblies
- Constant praise and positive feedback
- Individual Classroom Rewards

Consequences:

If a student disregards the above rules, the following steps will be followed:

1. Individual teachers will apply their classroom discipline policies.
2. Individual teachers will contact parents by phone, e-mail, or note – Documented with a low level referral form.
3. Principal will speak to student
4. Principal will contact parent/guardians by phone.
5. Principal will conference with parents/guardians.

The above steps will be enforced for recurring problems in a progressive manner. Consequences may include but are not limited to:

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|------------------------|----------------------------|
| • Loss of recess | • Afterschool detention |
| • Loss of privileges | • Saturday school |
| • Apology note | • In-school suspension |
| • Sent to another room | • Out of school suspension |

For severe problems, such as fighting, a suspension will be enforced.