

Madawaska Elementary School

Appropriate Behavior Matrix

	Hallway/ Stairway	Cafeteria	Playground	Bus	Bathroom	Classroom	Arrival & Dismissal	Staff
Own Behavior (Responsibility)	- Voice at 0-2* (0 during the day, 1 at lunch and 2 at end of day) - Walk to the right, looking forward - Keep hands and feet to yourself - Use stairs appropriately.	- Voice at 0 in kitchen, 1 in line, 2 while seated - Use proper table manners - Choose your seat and remain seated -Stay in your space	-Voice at 3 - Use equipment correctly - Keep hands and feet to yourself - Dress for the weather (footwear change for winter)	-Voice at 1-2 - Walk to and from busses - Remain seated in your designated seat - Use kind words -Face forward	-Voice at 0-1 - Keep restroom clean - Wash hands with two squirts of soap - Two paper towels <u>or</u> hand dryer	-Voice at teacher discretion - Complete all in class and homework assignments - Raise hand to speak -Speak kindly to and about others	-Voice at 1-2 (0 during PikMyKid) -You have all your materials. -Arrive to your classroom on time. -Eat breakfast in a timely manner, before heading out to recess -Finish breakfast in the cafeteria	-Be physically, emotionally and mentally prepared to perform your duties daily -Complete job responsibilities in a timely manner -Students first: engage with the students -Follow dress code
Work as a Team (Honesty)	- Give voice level hand signal reminders to other learners - Stay with your class	- Pick up the trash on tables and floor -Manage trays appropriately -Stay in your space in the lunch line	- Play cooperatively - Include everyone - Report bullying - Use sportsmanship	- Be a role model for younger students -Follow bus contract rules	- Flush toilet after use -Put paper towels in the garbage - Report problems to your teacher -Only toilet paper in the toilet	- Work cooperatively with others - Accept opinions of others - Provide positive feedback to others	-Walk to the bus/parent pick-up -Keep your hands to yourself. -Follow the hallway SOPs.	-Accept and learn from feedback -Arrive to duties on time -Seek out active supervision: Follow the chain of command -Work cooperatively with others
Learn First (Engaged & Invested)	- Go directly to your classroom or destination, without disrupting other learners.	-Listen to the adults on duty -Be mindful of your time to eat	- Listen to adults on duty - Follow the appropriate rules of a game or sport	-Understand the driver must follow the rules of the road	- Return to class as soon as you have finished - Remember that germs can make you and others sick	- Participate in all learning experiences - Give your best effort - Come to class prepared	-Quietly listen for your bus number, or parent pick up dismissal.	-Continuously look for learning opportunities to be an effective contributor to the school -Actively participate in workshops
Show Respect (Respectful)	- Hold doors open for the person behind you - Return greetings - Make eye contact -Wait your turn	-Eat appropriately - Be polite to others - Ask to be excused from table -Keep food /utensils in the cafeteria	-Handle equipment with care - Return equipment to designated area - Be aware of others' space -Keep the playground clean	- Listen to driver - Help keep bus clean -Follow seating arrangements	- Respect privacy - Wait your turn -Respect the work of the janitors, by cleaning up after yourselves -Respect school property	- Listen to teachers - Respect all classroom materials -Respect school property and technology equipment	-Listen to the teachers on duty. -Be prepared to be dismissed from the classroom on time.	-Use cellphones at appropriate times -Staff lounge for adults only