

St. Stephen's Episcopal School Behavior Expectation Matrix

| | CLASSROOM | BATHROOM | OFFICE | LUNCHROOM | ARRIVAL/ DISMISSAL | HALLWAYS | IN/OUT RECESS | SCHOOL GATHERINGS |
|----------------|---|--|---|---|--|---|---|--|
| BE RESPECTFUL | <ul style="list-style-type: none"> * Use kind words and actions * Take care of personal and school property * Follow all adult directions * Speak when it is your turn * Listen when others are speaking | <ul style="list-style-type: none"> * Respect the privacy of others * Clean up after yourself * Use indoor voices | <ul style="list-style-type: none"> * Greet staff politely * Wait quietly and patiently * Use "please", "thank you", and "excuse me" | <ul style="list-style-type: none"> * Use kind words and actions * Use good manners * Follow all adult directions * Use indoor voices * Be a good table captain | <ul style="list-style-type: none"> * Use kind words and actions * Enter and exit quietly * Follow all adult directions | <ul style="list-style-type: none"> * Walk quietly * Look, don't touch hallway displays or flags * Work quietly in hallways | <ul style="list-style-type: none"> * Use kind words and actions * Use appropriate voice level * Follow all adult directions * Take turns and share * Hold door open for the other person | <ul style="list-style-type: none"> * Use indoor voice * Sit quietly with ears and eyes focused on speaker * Follow all adult directions * Use good manners |
| BE RESPONSIBLE | <ul style="list-style-type: none"> * Give your best effort and stay on task * Be prepared for class * Follow all adult directions * Be honest * Respond to the "quiet" signal when prompted | <ul style="list-style-type: none"> * Report problems to an adult * Go directly to the bathroom * Return promptly to the classroom | <ul style="list-style-type: none"> * Check in with teacher first * Go directly to the office * Return promptly to the classroom * Be honest | <ul style="list-style-type: none"> * Keep food/drink at table area * Clean up your own table and floor area * Recycle when possible * Respond to the "quiet" signal when prompted | <ul style="list-style-type: none"> * Report to your assigned entrance/exit | <ul style="list-style-type: none"> * Use locker time quickly * Clean up after yourself | <ul style="list-style-type: none"> * Report problems to an adult * Follow recess rules * Put materials away after use * Enter and exit in an orderly, quiet line | <ul style="list-style-type: none"> * Respond to the "quiet" signal when prompted |
| BE SAFE | <ul style="list-style-type: none"> * Think first before acting * Keep hands, feet and objects to yourself * Sit correctly in chairs * Walk | <ul style="list-style-type: none"> * Wash hands with soap and warm water * Keep feet on floor * Keep water and soap in sink | <ul style="list-style-type: none"> * Sit or stand and wait quietly and patiently | <ul style="list-style-type: none"> * Remain seated until dismissed * Keep hands, feet and objects to yourself * Follow line procedures * Walk * Do not share food | <ul style="list-style-type: none"> * Follow line procedures and remain in assigned line * Keep hands, feet and objects to yourself | <ul style="list-style-type: none"> * Walk single file * Keep hands, feet and objects to yourself * Stay to the right | <ul style="list-style-type: none"> * Use materials property * Keep hands, feet, and objects to yourself * Follow safety rules | <ul style="list-style-type: none"> * Remain seated until dismissed * Keep hands, feet and objects to yourself * Walk |

I have talked about the rules with my parent or guardian. My signature below says I understand, know and agree to follow the rules above. I also agree and understand that failure to abide by these rules will result in consequences that will be at the discretion of the Head of School.

Student Name: _____ Grade: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____