

John G. Whittier Elementary School

2023-2024

Parent and Student Handbook



WILDCATS

- * Respect
- * Responsibility
- * Safety

August 2, 2023

Dear Whittier Families:

Welcome to the beginning of the 2023-2024 school year! Our staff is full of excitement as we partner together for a successful year at John G. Whittier Elementary.

At Whittier, we believe all children are capable of success, no exceptions. Our school's vision and mission lead all students to high levels of academic and social success. Our staff is committed to ensuring that our children achieve their fullest potential.

Please read and familiarize yourself with the information in this Beginning of the Year Packet. The Whittier Parent/Student Handbook includes the *PESD Handbook for Student Success: A Guide for Parents, Students, and Staff*, which contains important policies and procedures. Please sign and return the required forms to your child's teacher.

At Whittier Elementary, we emphasize our three school expectations for success: RESPECT, RESPONSIBILITY, and SAFETY. We believe children must behave responsibly and respectfully to achieve success both academically and socially.

Additionally, we strive to maintain timely communication so parents are informed about school activities. Families can expect a school newsletter and calendar in order to stay up to date with school programs and events. If for some reason your child does not bring home this communication, please check our website or ClassDojo for an electronic version and/or contact our school office for an additional copy. In addition, classroom teachers will communicate regularly regarding academic and behavioral progress as well as class events.

As we begin this year, please remember we share TOGETHER in the responsibility of educating our children. For this reason, our staff is committed to working collaboratively with parents. We invite you to contact our Parent Engagement Liaison to get involved in the school and play an active role in your child's education as a Whittier Wildcat.

Thank you for being a member of Whittier Elementary. We look forward to working together this year!

Sincerely,

Dirk Olmstead, Principal

TELEPHONE DIRECTORY

Main Office	602-257-3925
Attendance Line	602-523-8679
Principal, Mr. Olmstead	602-257-3812
IEIS, Ms. Freriks	602-257-
Nurse Olivia	602-257-3813
Social Worker, Ms. O'Reilly	602-523-3814
Psychologist, Ms. Carpenter	602-523-8986
Transportation	602-257-3800
YMCA	602-523-8658
Cafeteria, Karina Rascon	602-257-3815
Preschool, Ms. Salazar * <i>Located on Faith North Campus</i> <i>910 E. Washington St. Phoenix, 85034</i>	602-523-8756

To contact your child's teacher, please call the main office and a message will be forwarded via email to your child's teacher. Please see *School Visits* on Page 5 and *Contacting Your Child's Teacher* on Page 6 for information on the best way to connect with the teacher.

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VISION

Whittier Elementary is a safe, positive, productive environment where teachers love teaching and students love learning. Students, staff, and families work alongside one another as active learners. Students are engaged physically and mentally in the learning environment to develop the critical thinking skills needed to make a positive impact on their school, community, and world.

MISSION

Provide a high-quality academic and social-emotional foundation to push students to excel in school and in life

SCHOOL YEAR

The school year begins on August 2, 2023 and ends May 23, 2024.

DAILY SCHEDULE

School begins at 8:30am and dismisses at 3:30pm. On Early Release Wednesdays, we dismiss at 1:30pm. Since supervision is provided from 8:10am until 3:40pm, we are asking that students **not** arrive on the campus prior to 8:10am, and that they not be on the school grounds after their class has been dismissed. **The only exception to this rule is if your child is enrolled in the YMCA before or after school program or is involved in an approved supervised school sponsored activity, (i.e. band, choir, basketball team, tutoring, student council, etc.).** The school is responsible for your child during school hours.

If a student must leave during school hours, the parent/guardian must report to the school office to sign the child out. A person picking up a student must be listed on the Enrollment and/or Student Release Form and must show valid picture ID. Students leaving campus as part of an educational activity must have a completed permission slip signed by the legal parent(s)/guardian(s) in order to attend.

When students are taken out of school before dismissal that it is disruptive to the learning process of the student and the entire class. If excessive early dismissals are due to a chronic illness, the nurse and the office need to have documentation from the doctor on file. **Student early release impacts your student's perfect attendance record. (Students released from school early receive attendance record penalties.)**

DISMISSAL SCHEDULE

K-8 Regular Dismissal3:30 p.m.
K-8 Early Release Wednesdays...1:30 p.m.

In the last minutes of the day, teachers solidify learning and review homework. This is a critical time for children. Thank you for supporting student learning by keeping students in class until the final bell.

OFFICE HOURS

During the school year, the school office is open Monday – Friday from 8:00 a.m. to 4:00 p.m. Summer hours vary and will be posted on the school website, front entrance and phone recording.

VISITORS ON CAMPUS

Maintaining a safe, productive learning environment free of distractions is our top priority at Whittier.

For this reason:

- Essential visitors must sign-in at the front office.
- Parents/guardians picking up students should report to the school's front office and meet their child there.
- Birthday or holiday celebrations (i.e. bringing cupcakes, etc.) must be pre-arranged with the teacher and limited to the last 15 minutes of the instructional day.

CONTACTING A CHILD'S TEACHER

We encourage regular communication between parents and teachers! If you would like to talk to

your child's teacher or arrange a conference, please call before or after school, send a note, send an email, or communicate through ClassDojo. Once school begins at 8:30am, we protect instruction by limiting classroom distractions. Phone calls go directly to voicemail, and teachers will get back to you at their earliest convenience. If the teacher does not return your call within 24 hours, please contact Principal Olmstead directly at 602-257-3812.

EMERGENCY CONTACT INFORMATION

It is necessary that we have your current phone number, address, and emergency contact in the event of an emergency. Please keep us informed of changes by calling the school office at 602-257-3925.

ONLINE UPDATES

We encourage all students and parents to view the Whittier Elementary website to retrieve school information. The website address is www.phxschools/whittier.org. There is information and resources for parents and students. Under "News" parents can find electronic copies of flyers that are sent home with students. You can also like our Whittier Elementary Facebook page to get updates on current school events.

TRANSPORTATION

Phoenix Elementary School District provides transportation to all Whittier students within the school's boundaries that reside south of McDowell.

Students are expected to follow all school rules at the bus stop and on the bus. They are also expected to follow all rules set by the bus driver.

Inappropriate behavior at the bus stop or on the bus may result in the loss of privileges and parents will be responsible for transporting students to and from school.

Should parents decide to pick up their children at dismissal time, they may do so by following

dismissal procedures on 15th Street. We expect children to use the safest route possible walking to and from school. They are to cross at crosswalks and obey the crossing guards. This is to promote student safety and allow traffic to flow as smoothly as possible.

Please send a note to the teacher and the main office if there is any change from the way your child regularly gets home.

CAFETERIA

Whittier Elementary serves free breakfast and lunch daily. Breakfast is served in the classroom between 8:10 a.m. and 8:30 a.m. each morning. Students are allowed to bring a nutritious sack lunch, if they want to. Snacks are only allowed in the classroom with teacher permission. No snacks should be brought to the cafeteria.

DRESS CODE

Whittier Elementary requires students to follow a dress code. A student's appearance may not interfere with the educational process, cause a distraction to learning, or pose a health/safety hazard to any student or staff member. The dress code will be enforced by teachers and staff members, and it is important students come to school in compliance with the Dress Code and ready to learn. The school reserves the right to prohibit clothing or accessories as follows:

- Obscene statements, pictures, and/or innuendos
- Statements advocating immoral and illegal behavior (Ads for tobacco, alcohol or drugs)
- Bandanas or styles that are representative of a gang or gang affiliation
- Clothing that is revealing, such as tube tops, spaghetti straps, short shorts, off the shoulder shirts, shorts, skirts, and dresses shorter than mid-thigh length, clothing that exposes the midriff or cleavage including transparent and mesh fabric, "skin tight" clothing and visible undergarments.
- Caps and hats are allowed inside the building but must be appropriate. They can be worn during all recesses and P.E. classes to protect students from the sun/general weather.
- Clothing that is excessively baggy and/or exposes one's underwear
- Large earrings, spike metal jewelry or belts, belt

or wallet chains. Facial piercings of any kind are not permissible and must be removed.

- Slide sandals with socks, Crocs, slippers, “house shoes” or other inappropriate footwear. Students are to wear closed-toed shoes that are safe for playing and prevent student injury.

Should a student choose to violate this policy, they will be required to change clothes. Repeated violations will result in parental contact and additional consequences per the District Code of Conduct. The Principal or designee will make the final determination as to appropriate apparel in a questionable circumstance.

SCHOOL RULES

The Superintendent shall recommend policies and develop procedures for the discipline of students that comply with A.R.S. 15-843 and A.R.S. 15-341.14. These policies and procedures will apply to all students traveling to, attending, and returning from school, and while visiting another school or at a school-sanctioned activity and may include a wide range of penalties that may be imposed for violations. When suspension or expulsion is involved, notice, hearing, and appeal procedures shall conform to applicable legal requirements. Please consult the *PESD Handbook for Student Success* to see an outline of consequences that will result for given student discipline violations.

NO STUDENT HAS THE RIGHT TO INTERFERE OR DISRUPT ANOTHER STUDENT'S RIGHT TO LEARN AND THE TEACHER'S RIGHT TO TEACH.

Whittier Wildcats Expectations for Success:

At Whittier, all students are expected to model the following expectations in order to create a safe and productive learning environment.

Expectation#1: I will **respect** myself and others.

Expectation #2: I will be **responsible** for my learning and behavior.

Expectation #3: I will be **safe** in the classroom

and on campus.

Positive Behavioral Interventions and Supports:

At Whittier, we believe it is our job to provide a safe, orderly environment in which all students are able to learn at high levels. In order to do so, we follow the research-based system of Positive Behavioral Interventions and Supports (PBIS). Through PBIS, we establish school-wide behavior expectations and explicitly teach these expectations to students. Staff members are expected to be consistent in their implementation of school-wide expectations. All staff will positively reinforce students who display the desired behavior expectations and will redirect students who are not showing appropriate expectations. All students are expected to accept both reinforcement and redirection from any staff member on campus, even if it is not their classroom teacher.

Severe misbehaviors including fighting, vandalism, drugs, weapons, leaving school grounds without permission and threats will bypass classroom discipline and face immediate administrative action which may likely result in suspension or, in the most severe cases, expulsion per the *PESD Handbook for Student Success*.

School-wide Expectations Matrix:

As a school, we have outlined the expected student behaviors that will lead to a safe and productive learning environment. Please see these expectations outlined in the PBIS Behavior Matrix (see page 14). Staff members will work with all students to teach, model, and practice the desired expectations so they become consistent across the campus. In addition, we have a PBIS team committed to collaborating with staff, students, and parents in order to continually enhance our positive behavior systems. They will work with stakeholders to revise the matrix as needed in order to best support positive student behavior.

CLASSROOM RULES

Since general school conduct relates both to the individual classroom setting and to school in general, the responsibility for preventing and for addressing infractions of expected conduct rests with teachers, support personnel, with the final in-school responsibility resting with the Principal. Expectations for classroom behavior can be found on the PBIS Behavior Expectation Matrix (page 15).

Categories of behavior considered in the area of general school conduct include, but are not necessarily limited to, the following:

Disrespectful behavior

- falsifying school records or forging signatures
- refusal to follow instructions of school personnel, talking back
- use of profane and/or abusive language and/or obscene gestures
- general sexual harassment
- threats toward others or their property
- defacing, writing on or damaging any school property

Disruptive behavior:

- loud behavior in classrooms, cafeteria, hallways, etc.
- pranks
- possession of non-school related items

Bullying:

- **intentional, repeated negative acts by a student who holds an imbalance of power over the other student**
- physical (e.g. spitting, hitting, kicking, pushing, tripping, shoving, stealing)
- verbal (e.g. name-calling, teasing, taunting, making threats)
- psychological (e.g. social exclusion, extortion, intimidation, spreading rumors, manipulating social relationship)

Illegal behavior (any behavior that is in violation of local, state, federal laws or Board policy):

- possession or distribution of pornography

- indecent exposure
- gambling
- theft or possession of stolen goods or property
- bribery
- vandalism
- burglary, robbery or extortion
- use of, possession of, or distribution of alcohol or other illegal drugs on school property or at school sponsored events
- inciting disturbances
- fights with or possession of weapons on school property or at school sponsored events
- any behavior that is in violation of local, state, federal laws or Board policy
- graffiti

Students are expected to refrain from the behaviors listed above in order to create a safe and productive learning environment.

CONSEQUENCES

All choices bring either negative or positive consequences. At Whittier, we help students realize the consequences of their actions. When students make positive choices that coincide with our PBIS Behavior Matrix, they receive positive consequences. These could include but are not limited to verbal or written praise, prizes, awards recognition, Wiley Bucks (school currency that can be used to purchase prizes), and eligibility for class celebrations.

When students make negative choices that do not coincide with our PBIS Behavior Matrix, they receive negative consequences to help them get back on track. Negative consequences follow our PBIS Behavior Consequence Flow Chart (page 15). When a student's negative choices require administrative action, consequences follow the *PESD Handbook for Student Success*.

PERSONAL ARTICLES AND ELECTRONICS

It is against the rules for students to bring personal articles such as toys or electronic devices (devices that play music, handheld video gaming systems, Pokémon Cards, etc.) as these cause a distraction to the learning environment.

We are not responsible for the safety of these items, and will not extend any school time or resources in the event these items are lost or stolen. A search of a backpack, purse, pockets, jacket or similar item is permissible when school staff have a reasonable suspicion that the search will turn up evidence that the student has violated school rules. School staff has the right to confiscate these items from students. These items may be returned to students or, if it happens multiple times, be returned to their parents. Parents may need to conference with teacher and/or principal to have items returned. It is the parent's responsibility to retrieve confiscated items. Items not retrieved at the end of the year will be discarded or donated.

Other articles not allowed at school are as follows: aerosol cans, alcohol, balloons, spray colognes or deodorants, cigarettes/vapes, lighters, matches, fireworks, drugs, glass containers, pornography, pepper spray, stink bombs, gum, water or toy guns, weapons of any type, toys that resemble weapons, snap caps or any item used to distract the learning environment or cause physical/emotional harm to another student or staff member.

Trading of personal property is not allowed under any circumstance. Students are NOT ALLOWED to sell any items at school for their own profit.

Cell phones are not intended for personal use while a student is on campus. This includes but is not limited to talking, texting, listening to music, playing games, using data/internet services, etc. During school hours, 8:30am–3:30pm, any cell phone in a student's possession must be turned off and put in their backpack. In addition, cell phone expectations apply to students who come on campus before the bell (between 8:10-8:30am) or students who stay after school hours for detention, tutoring, and/or club activities. Visible cell phones or phones that are heard during the school day will be confiscated. On a first offense, a confiscated cell phone will be returned to the student at the end of the school day. Parents will be notified of the

violation. On a second offense, parents must meet with the teacher and/or principal to retrieve the confiscated cell phone. Repeated offenses beyond this point may result in escalating consequences according to the *PESD Handbook for Student Success* and the cell phone may not be allowed on campus for the duration of the school year. If a student chooses to bring a cell phone to school, the school assumes no financial responsibility in the event it is lost or stolen and will extend no efforts to recover the item.

SOCIAL WORKER

We are committed to doing all we can to support students in making positive behavioral choices. For that reason, we employ a full time social worker to assist in this process. Their role is to support the social and emotional needs of students so they can be successful in the classroom. The social worker runs both individual and group support sessions. She also helps identify students and families for programs that provide food and clothing assistance. We understand that student misbehaviors can often stem from social and emotional stresses, and we do our best to provide support in these areas whenever possible.



ATTENDANCE AND TARDIES

Attendance Requirements (Ref: Board Policy JE, JHB)

The Governing Board believes that the attainment of academic excellence requires attendance on a regular basis. Attendance is the responsibility of the students and parents; students may fail classes or promotion may be withheld if this requirement is not met.

Legal Requirements

Arizona law ARS § 15-803A requires students to attend school from the ages of 6 to 16.

Attendance is Essential

Regular attendance is the key to much of the success a student may gain from his/her school program. Students should remain out of school only when absolutely necessary, as much of the classroom activity cannot be made up; the benefit of lectures, discussion and participation is lost forever to those who are absent.

To protect your child's learning, please schedule appointments before or after the school day! Early release Wednesdays are a convenient time to schedule appointments.

Tardiness to Class (Ref: Board Policy JH-R)

Tardies are viewed as a disruption to the classroom environment. Coming in late not only deprives the tardy student of full learning time, but also disrupts the education of other students. Please be sure students arrive to school between 8:10-8:25am every day so they are prepared to begin instruction at 8:30am.

Tardy students must sign in at the front office and explain the reason for tardiness prior to obtaining a pass. Students arriving after 9:00am must be accompanied to the office by a parent or guardian!

Legal Action for Excessive Truancy

When students have repeated absences or tardies, the student and/or parent may be issued a Court Unified Truancy Suppression (C.U.T.S.) citation. The school staff shall notify the child's parent/guardian that the citation was issued and must appear in court with the child. In addition to attending the court hearing, consequences for a C.U.T.S citation may include the following:

- Student being cited to the Juvenile Court in Maricopa County
- Court hearing assessment fee charged to parent/guardian
- Parent/Guardian being cited to City Court for a violation of misdemeanor offense. Sentencing for an adult may include a large fine and/or jail time
- Prosecution of the student at the Juvenile Court

Please avoid risk of a potential C.U.T.S. citation by having your child in school, on time each and every day!

Parent Responsibilities

Any absence due to illness, death in the family, religious observance or other extraneous circumstances will be excused. Parents of absent students are expected to call our **Attendance Line at 602-523-8679** on the day of the absence, preferably no later than one hour after the start of school. If no contact is made with the school within 24 hours of the start of the absence, the absence may be considered unexcused.

Permission to Leave School During School Hours

For K-8 students – A person picking up a student must be listed on the Enrollment and/or Student Release Form (see Part VIII-District Forms, Student Release, page 56) and must show valid picture ID. A legal parent/guardian or authorized person, listed on the Student Release Form, is required to come into the office and sign out the student prior to his/her departure. Students leaving campus as part of an educational activity must have a completed permission slip signed by the legal parent(s)/guardian(s).

EDUCATIONAL PROGRAM

Philosophy

It is the philosophy of the Whittier Elementary School that all students are capable of success, no exceptions. We hold all students to high academic and behavioral expectations. All Whittier staff members are committed to

working strategically to support the learning of each child and to push Whittier to become a high performing school.

Exceptional Educational Features

Every classroom has a Smartboard and document camera. Laptops as well as a computer lab are available for students to use in conjunction with class projects and learning activities. Many of our classrooms utilize Google Classroom and ClassDojo to promote student learning.

ALPS (Gifted Program) is a pull out program for those students that test at an 88% or higher on the district gifted assessment. If a parent or student is interested in testing for ALPS, please notify the homeroom teacher. When ALPS students miss regular classes, they are responsible for the homework but not the class work.

HOMEWORK POLICY

Phoenix Elementary School District #1 encourages a school-student-parent partnership to help teach students responsibility and raise student achievement. Homework is an important part of the student experience as it helps reinforce content that is covered in the classroom. Teachers will communicate classroom homework policies in their introductory letter.

In addition to any homework assigned by your child's teacher, please ensure your child reads or is read to for a minimum of 20 to 30 minutes each evening. Parent responsibilities regarding homework are as follows:

- To provide a time and place where students can work without distraction
- To ensure the homework is completed
- To work closely with the teacher if a problem occurs
- To examine the child's work and provide encouragement

The approximate homework times by grade level are listed below:

K-2nd grade 15-20 minutes

3rd grade 20-40 minutes
4th-6th grade 40-50 minutes
7th-8th grade 20 minutes per
content area in Math, Science, Social Studies,
and Language for a maximum of 80 minutes.

These times do not include unfinished classwork that is sent home.

GRADES

At Whittier, our grading scale reflects mastery of academic content. The following grading system is used to measure mastery level of academic standards:

Letter Grade	Rubric Score	Percentage Correct
A	5 points	90-100%
B	4 points	80-89%
C	3 points	70-79%
D	2 points	60-69%
F	1 point	50-59%

If a student scores below 50%, it shows they have not mastered the content. The student may be required to complete additional assignments before, during, or after school in order to ensure mastery of the standard.

PARENT TEACHER CONFERENCES

Parent/teacher conferences are held during each school year. Check the school calendar annually for these dates. Student progress is discussed during parent teacher conferences and we believe it is important that parents attend; therefore, **all conferences are mandatory**. Teachers utilize both individual and groups conferences as they deem appropriate in order to best support student learning.

If a parent fails to attend a scheduled conference for unforeseen reasons, please contact the teacher to reschedule. Regularly communicating with your child's teacher is critical to his/her academic and behavioral success.

STUDENT PROMOTION

Graduating from high school prepared to enter college or a career path without the need for remedial education is the main goal we have for all students. In order to celebrate with students on this journey, we hold two promotion ceremonies at the end of each academic year: Kindergarten and Eighth Grade. Due to space restrictions, we limit the number of guests each student is able to invite to the ceremony for promotion ceremonies held at Whittier. Each student is allotted three invitations that will allow three guests access to the event; young children count as an invited guest. Infants and lap-children (under the age of two) do not require a ticket to attend. If you choose to bring an infant or lap-child to a promotion ceremony, please be courteous to the students and those attending the ceremony. If the young child is crying or needs special attention, please remove him/her from the promotion ceremony so all participants are able to hear clearly.

All students will promote from 8th grade; however in order to participate in promotion related class celebrations/field trips, a student must be in good academic and behavioral standing. Excessive tardies, absences, missing assignments and/or discipline referrals may cause ineligibility from these events.

SAFETY

Closed Campus

School campuses are closed for all students throughout their scheduled day, including lunchtime. Per Arizona Law, all visitors must report directly to the office, sign in, and receive a visitor's badge.

Hall Passes

Any time a student is not accompanied by a teacher or school personnel, they are required to carry a pass. There are two reasons for requiring hall passes. First and foremost is for safety as we are responsible for providing a system that accounts for all students at all times. Secondly, at a quick glance we can determine that the student has permission to be out of the classroom.

Students are responsible for acquiring passes when leaving a room. Students should have the pass visible for all staff members to see. Students without a pass will be marked tardy.

Emergency Drills

Emergency drills are held monthly to teach students the safest, quickest, route to exit from school buildings. A fire evacuation plan is posted in each room. Students and staff should study the plan and become familiar with it. It is important for students to follow teacher's instructions quickly and quietly whenever such an emergency situation exists. When the first alarm sounds, students will immediately exit the classroom in an orderly manner as outlined by the teacher. Since safety in an evacuation is of utmost concern, no one will be allowed to run. Students are not permitted to talk during a fire drill and are to remain with their teacher in the designated area away from the building. No one is to return to the building until instructed by administration.

Lock-down drills are periodically conducted at each school in Phoenix Elementary School District. The purpose of a lock-down drill is to practice safe procedures should an emergency occur in the community surrounding the school. During a lock-down drill, students stay in their classroom under the supervision of their teacher. Lock-down drills prepare students and staff for the time when the police department and/or the principal request a lock-down of the building.

Please schedule an appointment with Principal Olmstead if you have questions regarding the school safety plan.

HEALTH INFORMATION

Wellness Policy

The district has a wellness policy in place and follows the Arizona Nutrition Standards by restricting foods of minimal nutritional value (FMNV) from being served or available on campus during the school day. For more information regarding Nutrition & Wellness,

including the Arizona Nutrition Standards, please visit their web site at <http://www.azed.gov/health-nutrition/nutrition-standards/>

Student Health

In case of illness during school hours, the student will be brought to the school office. Parents will be notified by phone to pick up a sick or injured child. If a parent cannot be reached, the office will call the alternate emergency contact/s on the enrollment form. PLEASE KEEP ALL EMERGENCY INFORMATION CURRENT BY GOING TO THE OFFICE TO MAKE ANY CHANGES IN ADDRESSES, TELEPHONE NUMBERS OR EMERGENCY CONTACT INFORMATION ON THE FORMS PROVIDED IN THE OFFICE. Please keep in mind that if your child was to have an accident and the information on your form is not accurate, we would have no way to contact you and may need to call the police.

School Nurse

Our school is staffed with a Registered Nurse. The health team periodically conducts vision, hearing, dental, growth and scoliosis screenings.

The school nurse serves as a resource person for the classroom teacher on a variety of health topics. Individual health counseling and neurodevelopment assessments are provided as needed. In addition, the school nurse administers care and/or emergency first aid for ill/injured students. If your child has any prescribed medications that need to be administered during the school day, please contact the nurse's office for assistance. Students may not carry any medications (including inhalers) during the school day without written consent from the nurse.

Allergies

Make sure that you note any and all allergies on your child's enrollment form. Also make sure that your child's teacher is aware of all allergies.

Sick Children

Sick children should be picked up promptly. Please notify the school immediately if your child is diagnosed with a contagious disease. Children who are sent home from school with a fever should not return to school until they have been fever-free for 24 hours.

Whittier PBIS Expectations Matrix

Expectation	Classroom	Cafeteria	Bathrooms	Stairwells/Hallways	School Grounds
Respect	Use kind words Follow adult request Raise hand to talk	Use kind words Wait your turn Sit where directed	Use kind words Wait your turn Allow privacy	Use kind words Follow adult request	Use kind words Follow adult request Include everyone
Responsibility	Stay in assigned spot to maintain 3' distance Be prompt and prepared Actively participate	Keep area clean Remain seated until dismissed Get items upon entering	Keep area clean Wash hands Return promptly to class	Maintain 3' personal space bubble Carry a pass Go straight to destination	Keep area clean Allow others to play Line up at whistle
Safety	Keep hands, feet and objects to self Wear mask Disinfect desk/table before & after use	Keep hands, feet and objects to self Wear mask Always walk	Keep hands, feet, objects to self Wear mask Always walk Report accidents	Keep hands, feet and objects to self Wear a mask Walk in a line	Keep hands, feet and objects to self Wear a mask Use equipment appropriately Report unusual activity

Please see *School Rules* on Page 8 for additional information on our behavior expectations and consequences.

Whittier Elementary Behavior Chart

