Highland Park Elementary Code of Conduct

	Classroom	Hallway	Cafeteria	Restroom	Playground

Be Safe	• Keep hands, feet, and objects to yourself
	• Stay in assigned seat
	• Follow safety procedures:
	  ○ Special areas
	  ○ Exiting for emergencies
		• Keep hands, feet, and objects to yourself
		• Walk
		• Stay 'tight & to the right'
			• Remain seated until your table is called
			• Keep hands, feet, and objects to yourself
				• Flush and wash hands
				• Keep hands, feet, and objects to yourself
					• Stay within playground boundaries
					• Play gently

Be Respectful	• Raise hand to speak • Listen politely • Use appropriate and positive language • Respect school property • Keep classroom clean	• Walk in silence • Hold door open for person behind you	• Use quiet voices • Use appropriate and positive language • Wait your turn in line	• Knock on stall door • Give others privacy • Use quiet voices	• Take turns with playground equipment • Include everyone
Be Responsible	• Arrive on time • Follow all directions • Complete assignments	• Walk directly to location • Keep hallways clean • Follow directions	• Clean up after yourself • Follow directions given by staff • Bring lunch or lunch money to cafeteria	• Return to room promptly • Report problems to an adult	• Keep playground clean • Line up when prompted

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	Math Lab	Dismissal	Bus	Assembly
Be Safe	• Keep hands, feet, and objects to yourself • Stay in assigned seat	• Follow your teacher/leader • Keep hands, feet, and objects to yourself • Walk • "Tight & to the Right"	• Board and exit slowly • Bottom to bottom/back to back/feet under the seat • Keep aisles clear	• Enter and exit with your class • Hands and feet to self
Be Respectful	• Work quietly • Focus on your work only	• Walk in silence • Hold door open for person behind you	• Help everyone feel safe and secure • Use 6 inch voice	• Eyes and ears on speaker • Listen with your ears • Watch with your eyes • Shhh (finger to lips) • Respond when appropriate • Ignore inappropriate behavior
Be Responsible	• Go directly to your computer • Put on headphones and log in • Log out when prompted	• Walk directly to location • Keep hallways clean • Follow directions	• Follow bus rules • Report unsafe behavior	• Stay with your class • Be respectful of others