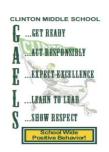
CLINTON MIDDLE SCHOOL





Clinton Middle School

Training Procedures

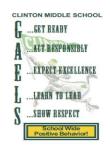


Arrival & Dismissal Behavior

Proper Arrival & Dismissal Behavior®

- Arrive on time
- Use designated entrances and exits
- Have all school materials with you
- Sit quietly in homeroom
- Be in your assigned area
- Walk at all times
- Stay to the right in halls and stairs
- Respect all people and property
- Pass through all doors politely and carefully
- Help others with books or backpacks
- Maintain personal boundaries
- Listen to announcements
- Use of appropriate language, tone and volume



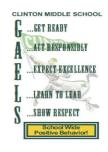


Bathroom Behavior



Proper Bathroom Behavior

- Ask permission and have your agenda signed
- Carry your agenda to the bathroom
- Sign-out in your classroom on the sign out sheet
- Always walk
- Use assigned bathrooms for grade level
- Flush toilet
- Place trash in barrels
- Wash your hands
- Use facilities appropriately
- Respect privacy of others
- Return to class promptly
- Sign-in upon your return



Bus Behavior



Proper Bus Behavior®

- Make sure you have needed materials before leaving home or school
- Be at the bus stop on time
- Upon dismissal walk to your bus when called
- Follow bus rules
- Remain seated at all times
- Clean up and report problems or damages to bus driver
- Make room for others to sit
- Use appropriate language, tone and volume
- Maintain personal boundaries

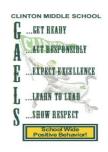


Cafeteria Behavior

Proper Cafeteria Behavior

- Use the bathroom before going to lunch
- Wash your hands before eating lunch
- Enter café and go to the correct line
- Always walk
- Talk quietly
- Place your trash in barrels
- Ask for permission to leave the café
- Leave your table neat and clean
- Report any spills
- Leave all utensils in the café
- Use proper table manners
- Say "please" and "thank you" to all adults in the cafe

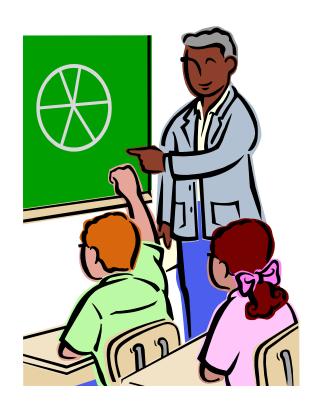


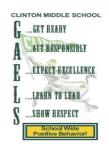


Classroom Behavior

Proper Classroom Behavior

- Be on time
- Have all necessary materials, agenda, books, pen/pencil, notebook, homework
- Dress appropriately
- Remain in your seat
- Raise your hand
- Wait your turn
- Follow all directions
- Keep chairs and feet on the floor
- Always do your best
- Be patient, positive and attentive
- Take pride in your work
- Complete all assignments on time
- Bill willing to help others
- Say "please" and "thank you" and "excuse me"
- Be respectful of all classroom materials
- Use appropriate language, tone and volume
- Maintain personal boundaries
- Follow the teachers rules
- Respect all teachers, staff, and each other!





Hallway Behavior

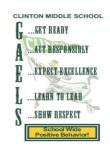
Proper Hallway behavior©

- Always walk and stay to the right
- Keep moving in the halls
- Hold doors for those behind you
- Take the shortest route between classes
- Have your agenda signed to enter the bathroom or get a drink at all times, you may not use someone else's agenda
- Keep your feet always on the floor....no jumping or running
- Keep your hands, feet, body to yourself
- Use appropriate language, tone and volume
- Respect other classrooms whiles you are in the hall
- Leave lockers alone and use lockers at assigned times

Locker Times

- 7:45--8:00 am
- after third period
- after recess
- 2:30 pm dismissal
- any other time---agenda must be signed by teacher





Recess Behavior



- Dress appropriately for the weather
- Bring all materials to recess
- Exit with the class
- Remain in designated areas
- Assemble promptly when recess ends (line up by homeroom)
- Have fun and play safe
- Include everyone
- Use appropriate language, tone and volume
- Maintain personal boundaries