

Parent/Student SOAR Handbook

Welcome to Washington Elementary where we focus on the positive attributes of each child. Each year we will continue to implement Positive Behavior Intervention Supports. We will follow our SOAR expectations and will continue to acknowledge students for the following expectations.

Safe

Organized

Accountable

Respectful



Washington Elementary School-Wide Behavioral Expectations

This guide provides specific goals, behavioral expectations, teacher and staff responsibilities, strategies for acknowledgement, and specific routines to be followed.

School Goal:

Students at Washington Elementary will SOAR throughout the school day by following the four behavioral expectations.

Washington Behavioral Expectations:



- S Safe** - We will follow routines and procedures to ensure a safe learning environment.
- O Organized** - We will be prepared to learn by having all materials needed for class. We will follow routines and procedures to maintain an orderly learning environment.
- A Accountable** - We will be responsible for our actions and our learning. We will give our best effort. We will take responsibility when we make mistakes and help find solutions.
- R Respectful** - We will be kind with our words and actions. We will help and support others. We will stand up for others and do what is right. We will respect others boundaries and property.

Student Pledge

I am Safe

I am Organized

I am Accountable

I am Respectful

I am and always will be a Soaring Washington Eagle

Acknowledgment System

The acknowledgement system is a feature of the SOAR behavioral expectation system. The focus is on acknowledging students who demonstrate Washington's behavioral expectations of being Safe, Organized, Accountable, and Respectful. This program works in conjunction with schoolwide and classroom goals.

Specific verbal feedback

- ✓ When staff members observe students being, safe, organized, accountable, and/or respectful, they will acknowledge them by giving specific positive verbal feedback. When giving encouragement for a developing skill, it is important to be descriptive in an effort to increase the chances of that behavior being repeated by the student.

School Wide/Classroom Incentives

- ✓ School wide incentives reinforce behavior common to all areas of the building such as SOAR tickets, monthly awards, etc.
- ✓ Each classroom teacher will develop their own method of assisting their students in organizing their SOAR tickets as they work towards their goals/incentives.
- ✓ Each classroom teacher may create their own set of incentives to acknowledge students for their positive behavior. This could be classroom dollars, stickers, certificates, notes home, pencils etc.

Student Recognition

- ✓ Teachers will contact parents to celebrate student behaviors.
- ✓ Students may receive awards such as Shining Eagle, recognition at V and O assemblies, BUG awards, lunch with the principal, etc.
- ✓ Monthly acknowledgement of students following specific character traits.

Expectation Terms:

Voice Levels

- Volume 0 - silence
- Volume 1 - whisper
- Volume 2 - inside voices
- Volume 3 - outside voice

Buckle

Having your hands and arms placed in some way (e.g. arms folded, arms at sides, arms behind the back, hands in pockets.)

Assembly/Morning Gym Expectations

Safe in the Assembly/Morning Gym:

- Walk carefully
- Stay seated unless you have permission to get up
- Share dangerous behaviors with an adult

Organized in the Assembly/Morning Gym:

- Raise your hand and wait to be called on before speaking
- Stay in your assigned area

Accountable in the Assembly/Morning Gym:

- Listen to the directions of staff members and presenters
- Use an appropriate voice level

Respectful in the Assembly/Morning Gym:

- Keep your hands, feet and body parts to yourself
- Respect others' personal space
- Practice good audience manners

Cafeteria Expectations

Safe in the cafeteria:

- Hands, feet & objects to self
- Eat your own food
- Raise hand for permission to be excused
- Walk - do not run

Organized in the cafeteria:

- Know your lunch choice
- Stay in line
- Go to your class table
- Remain seated until dismissed

Accountable in the cafeteria:

- Focus on eating first
- Follow cafeteria procedures*
- Clean up after yourself
- Use table manners

Respectful in the cafeteria:

- Wait your turn
- Use a soft voice
- Respond to signal for silence
- Give your attention to the cafeteria personnel while in serving zone
- Keep silent in serving zone
- Respect others' personal space

Cafeteria Procedures

- Enter the cafeteria quietly. (Voice Level = 0-1)
- Students bringing lunch – walk to your table
- Students eating school lunch – stand in line quietly with class, keeping hands and feet to self. (Voice Level = 0-1)
- Keep silent in the serving line. (Voice Level = 0)
- Give your attention to the cafeteria staff
- Walk to your table
- Remain seated on your bottom facing forward with legs under the table
- Use a soft voice. (Voice Level = 2)
- Talk only to those across and next to you
- For assistance, raise your hand and wait
- Eat your food only
- Use good table manners
- When finished, pick up all trash, wait for permission to throw trash away and return lunch tray
- Put all uneaten food and trash into the trash can carefully
- Pick up any food or trash you drop on the floor at the trashcan
- Place your lunch waste neatly in the trash
- Walk single file out of the cafeteria to recess

Hallway Expectations

Safe in the hallway:

- In groups of more than two, walk single file line
- Hands, feet & objects to self – buckle
- Walk on the right hand side of the hallway
- Look straight ahead

Organized in the hallway:

- Walk on the right hand side in a straight line
- Stay in your place in line
- Listen to the directions of staff members

Accountable in the hallway:

- Go directly to your destination - Do not make other stops
- Use each step in stairways
- Stay with your class

Respectful in the hallway:

- Respect others' personal space
- Walk silently (Voice Level = 0)
- Be caring of artwork, lockers, and other items in the hallway
- Listen to adults

Stairway Expectations

Safe in the stairway:

- Right hand on rail at all times
- Walk carefully
- Take one step at a time

Organized in the stairway:

- Walk on the right hand side of the stairway
- Never pass another student/class on steps
- Face forward at all times

Accountable in the stairway:

- Use each step on stairway
- Keep pace with your classroom
- Stay with your class

Respectful in the stairway:

- Use volume 0 at all times
- Respect others' personal space
- Stay in your place in line
- Listen to adults

Bathroom Expectations

Safe in the restroom:

- Use restroom facility appropriately
- Keep water in the sink
- Walk in the restroom
- Tell an adult if restroom needs attention

Organized in the restroom:

- Wash hands with soap and water
- Dry hands with 1-2 paper towels
- Place paper towel in the trash can
- Walk back to designated area

Accountable in the restroom:

- Use water, soap, and paper towels sparingly
- Flush toilet after use
- Keep restrooms clean
- Return directly to class or designated area when finished

Respectful in the restroom:

- Observe personal space
- Lock stalls when entering and unlock when leaving
- Respect privacy
- Patiently wait your turn
- Use a soft voice (Voice Level = 0-1)

Recess Expectations

Safe at recess:

- Follow playground procedures
- Remain on school grounds
- Walk when exiting the building to playground area
- Follow game rules
- Play only non-contact games
- Inform adult of unsafe behavior or incidents
- Stay away from unfamiliar adults or animals
- In winter, stay off ice and do not throw snowballs

Organized at recess:

- When toner or whistle sounds, take a knee and listen for directions. (This applies to lunch recess, extra recess, and PE.)
- Put equipment away when finished
- Stay in your assigned area

Accountable at recess:

- Line up quickly when called
- Listen for instructions
- Be responsible for jackets and other belongings

Respectful at recess:

- Keep your hands, feet and body parts to yourself
- Listen to the directions of staff members
- Invite others to join in and share
- Use positive talk – kind words
- Take turns
- Use good sportsmanship
- Voice Level = 2-3

Playground Procedures

Playground Equipment

- Get off equipment carefully
- When swinging, swing back and forth
- Hands and feet to yourself while on equipment
- Keep balls off the playground equipment
- Go up the ladder, down the slide on your bottom facing forward, one person at a time

Equipment

- Take care of all equipment
- Use equipment properly
- Return equipment to cart when finished
- Let teachers know when balls go into the parking lot

Field

- Share space on field for different activities
- Follow rules of the games
- Football games and other contact games are not permitted at school

Picnic Table & Bench Area

- Reserved for students doing school work, reading, playing quiet games, or other designated classroom activities
- Always walk near the picnic tables and benches

Arrival Expectations

Safe during arrival:

- Walk on the sidewalk and into the building

Organized during arrival:

- Make sure all materials are in backpack (lunch bags, jackets, etc.)
- Sit with your grade lines

Accountable during arrival:

- Arrive at school on time and go straight to the gym (between 7:45 am – 8:06 am)
- When dismissed from the gym, go straight to your classroom (K-2) or cafeteria (3-5)
- Arrivals after 8:16 am, report to the office for a tardy slip

Respectful during arrival:

- Keep hands, feet, and objects to self
- Use soft voice (Voice Level = 1-2)
- Respect others' personal space
- Respond appropriately to adult directions

Car Rider Arrival Procedures

- Arrive at school no earlier than 7:45 am
- If you arrive before 7:45 am please remain in your car until the staff on duty opens the door.

Bus Rider Arrival Procedures

- Remain seated on the bus until your driver dismisses you
- Use soft voices on the bus (Voice Level = 1-2)
- When dismissed walk on the sidewalk to the appropriate entrance

Dismissal Expectations

Safe during dismissal:

- Walk with your teacher or designated staff and class during dismissal
- Follow hallway expectations
- Stay in line until dismissed to your bus

Organized during dismissal:

- Be packed and ready to go
- Keep materials in backpack until arrival at home

Accountable during dismissal:

- Be where you need to be when you need to be there.

Respectful during dismissal:

- Keep hands, feet, and objects to self
- Use soft voice (Voice Level = 1-2)
- Respect others' personal space
- Respond appropriately to adult directions

Bus Expectations

Safe on the bus:

- Remain seated on your bottom, in one seat, facing forward until the bus comes to your stop
- Keep hands and objects inside bus and out of the aisle
- Use an appropriate voice level
- Share dangerous behaviors with an adult

Organized on the bus:

- Keep your belongings neatly where they belong
- Sit in your assigned seat

Accountable on the bus:

- Keep backpack, lunch bags, hands, feet, and all other materials out of the aisle
- Board or exit the bus only at your stop
- No eating or drinking on the bus

Respectful on the bus:

- Keep your hands, feet, and body parts to yourself
- Speak kindly and listen to your driver
- Respect others' personal space and belongings