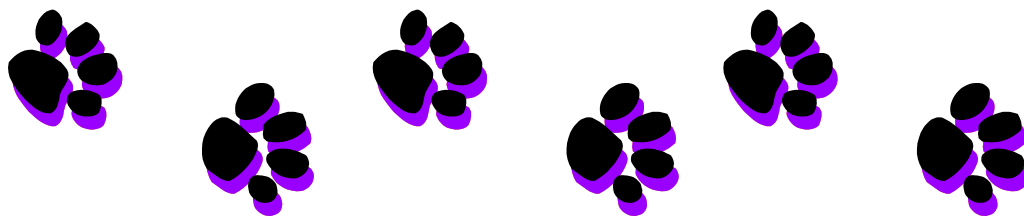


# Panther Pride At South Crosby



## Student/Staff Handbook



## Panther Pride at South Crosby

**Clear Expectations + Adult Support = Success**

### Why

- To ensure a safe and secure school for students, volunteers, guests and staff
- To empower students to make good choices and to be successful

### What Do We Expect

- Arrive on time and be prepared to learn
- Be polite and caring to other students and adults
- Work hard to be successful
- Respect our environment

### South Crosby's Training Camp

#### What

A planned and purposeful focus on South Crosby's Code of Behaviour and South Crosby's Routines  
The Code of Behaviour will be taught and modeled on a daily basis in your classroom by every teacher and reinforced by every staff member in the school.

#### When:

The first two weeks in September

The first week of the New Year

The first week following March Break

Practiced and reinforced on a daily basis throughout the remainder of the year

#### Why

To establish school as a place where expectations are clear and high

To demonstrate the importance of these expectations

To facilitate **self discipline**

To ensure students can explain **South Crosby's Code of Behaviour**

To ensure students can demonstrate **South Crosby's Routines**

### **Two Week Training Camp**

#### **Coming To School**

#### **Teach, Review, Instruct, Practice**

##### **Before School Starts**

Mentally prepare while walking, at the bus stop or on the bus.

Come with the necessary books and materials.

Come with homework completed.

Walkers wait at front doors until greeted by the principal or designate.

Bussers exit bus from front to back then walk in single-file and enter front doors.

Bikes must be locked at the bike rack. No helmets means no bike. If you do not wear a helmet to school, you will not be permitted to ride your bike home.

Arrive on time and follow South Crosby's Code and South Crosby's Routines.

Remind guardian to call the school if you are going to be absent or late.

**On The Yard**  
**Provide Active, Assertive Supervision. Be Proactive!**  
**Teach, Review, Instruct, Practice**

- Move to assigned area of the yard immediately and respect boundaries.
- Use school language.
- No drinks or food on the yard.
- Try to solve problems positively. Ask an adult for help when needed.
- Play cooperatively using equipment properly.
- Return equipment to proper place at the end of recess.
- Use washroom for emergencies only and obtain a pass from duty teacher.
- Follow instructions of supervising adults.
- Keep hands and feet to yourself.
- No rough play. Play fighting is not allowed.
- Be polite and courteous.
- Rocks, sticks and snowballs are to remain on the ground.
- No physical or verbal violence.
- No swearing or put-downs
- No push off games.
- Swings – no standing, no jumping off and swing straight
- “No” means “No”

**Entering The School**  
**Teach, Review, Instruct, Practice**

- Unless directed by the teacher all electronic equipment needs to be put in student backpacks upon arriving on school property.
- Students enter the school when they hear the bell, using assigned doors.
- Teachers will be waiting to greet students at the classroom doors.
- Hold sporting equipment in hands.
- Enter single file as requested.
- Take off hats and pull down hoods entering school.
- Change into “inside shoes” and place outside shoes in designated spot.
- Walk on the right hand side to classrooms and enter quietly.
- Follow class bathroom procedures.
- If going to Breakfast Club, check in with your teacher to let them know you are here and then hurry to the stage.

**Late Arrivals**  
**Teach, Review, Instruct, Practice**

- Go to the Office to sign in and make sure that the office knows that you have arrived.
- Walk silently on the right hand side to class and enter silently.
- Make eye contact with the teacher and sit at your desk silently and be prepared to listen.

**Exiting The School**  
**Teach, Review, Instruct, Practice**

**Students**

- Students being picked up by parents will be called to the office for proper sign out.
- Classes are escorted out to the bus loading area. Walkers are to wait for the second bell behind the gate.
- Bring home all school information for parents and guardians.

**Polite and Courteous**  
**Teach, Review, Instruct, Practice**

Greet others with kindness and courtesy

Respond politely when spoken to

No swearing or put-downs

Door etiquette: hold the door for others, let someone go ahead of you, ask to help when someone is carrying stuff

Pick up dropped items for others and put in the right place

Pick up garbage

Say "Please", "Thank You", and "May I"

Invite others to participate in activities

No physical/verbal violence

We respect our environment – no graffiti

No gum, no electronic equipment should be seen on school property

Hats off at the entry to school

Use appropriate tone of voice

Make sure conversations with adults are finished before you walk away.

**Walking In the Halls**  
**Teach, Review, Instruct, Practice**

Walk at all times, on the right hand side.

Keep hands and feet to yourself.

If you need to leave the class or the yard, ask for a pass.

Students will stop to allow an adult to pass through their line and into or out of a doorway.

First student to a door holds it open for class then joins the end of the line.

Line up in hallway and wait to be invited into the classroom.

Students are not permitted to open the locked front door to visitors. That is the job of the office.

**Going To The Washroom**  
**Teach, Review, Instruct, Practice**

Learn the in-class routine to monitor washroom use. Follow hall routine to and from washroom.

Primary children may go in pairs.

Juniors will go one at a time.

Treat washroom with respect.

Wash hands.

No electronic devices in the washroom.

Report anything inappropriate to teacher immediately upon returning to class

**Classroom Routines**  
**Teach, Review, Instruct, Practice**

Hang up coat, backpack – store personal gear appropriately (neatly) before, during and after school

Put on indoor shoes.

Only one at a time for bathroom, request with the "May I".

Close and zip up backpacks.

Clean desks regularly.

Respect other people's space and belongings.

At the water fountain, wait for your turn, no pushing, water is only to be used for drinking.

Work quietly so others can work.

Give any notes from home to your teacher immediately.

**Transitions**  
**Teach, Review, Instruct, Practice**

- Follow established classroom routines
- When requested, lineup quietly
- Last person out shuts the door.
- Walk silently, single file down the right hand side of the hall.
- Keep hands to yourself.

**Hosting Guest Teachers**  
**Teach, Review, Instruct, Practice**

- Treat Guest Teacher with respect and behave like you would when your own teacher is here.
- Follow South Crosby's Code of Conduct Routines
- Be polite and help them to feel welcome

**Lunch Expectations**  
**Eating In Classrooms**  
**Teach, Review, Instruct, Practice**

- Remain seated at all times unless there is a spill that needs to be cleaned up.
- Use indoor voice talking only to children at their own table.
- When directed, clean up after yourself.
- Eat at your own desk or table.
- Use your manners
- Treat others with respect
- Any problems should be reported to supervisor immediately.
- No sharing or trading of food- Remember Peanut free foods only at SCPS

**School Dress**  
**Teach, Review, Instruct, Practice**

- No hats, hoods or scarves on your head inside the school
- Remember the 5 "B"s. No Back, No Breasts, No Butts, No Belly, No Bras
- No provocative T-shirts – swearing, violence, alcohol promotion
- Wear appropriate clothing for the weather.

**Attending Assemblies**  
**Teach, Review, Instruct, Practice**

- Follow hall routine to gym.
- Sit in assigned rows with legs crossed and hands on lap. Talk quietly, watching for signal to be silent.
- During presentations, be attentive, respectful and show appreciation through applause only.

**End of Day Dismissal**  
**Teach, Review, Instruct, Practice**

- Line up quietly, keeping your hands to yourself.
- Wait until the teacher has allowed the class to move to their designated dismissal location.
- Walk to buses, quickly and quietly.
- Walkers must wait in the designated area until the walker bell has been rung.
- When walker bell has gone, dismiss calmly. No running.
- If being picked up early, parents/guardians must go to office, have you called to the office and sign you out.

