

# **Skamania School District #2**

## **Guidelines to Success Student Discipline Handbook 2019-2020**

## **Student Behavior/Discipline Plan**

Skamania School follows a behavior/discipline plan using guidelines found in positive behavior interventions and supports (PBIS). These three guidelines include:

1. Acknowledging appropriate student behavior.
2. Teaching students school behavior just as they learn other subjects, such as math or science.
3. Prevention.

PBIS has a few important principles:

- Every student can learn appropriate behavior for a school.
- Stepping in early can prevent more serious behavior problems.
- Each student is different, and schools need to provide many kinds of behavior support.
- Teaching behavior in schools should be based on research and science.
- Following a student's behavioral progress is important.
- Schools must gather and use data to make decisions about behavior issues.

Helpful website to parents: <https://www.pbis.org/training/parents>

Skamania School has four rules or "Guidelines to Success." These four guidelines define appropriate school behavior in all parts of the school.

1. Be Responsible
2. Be Respectful
3. Be Safe
4. Be Your Best

The specific expectations are outlined in the common behavior expectations chart and will be taught and re-taught explicitly by all staff in the school. Students will be held to a common standard and be given appropriate reinforcement to help them be a good citizen of our school. (See COMMON BEHAVIOR EXPECTATIONS chart on page 4.)

**System for acknowledging positive behavior:** We frequently acknowledge the times when students are following the Guidelines to Success, which helps students learn appropriate school behavior. Listed below are some of the ways we give positive encouragement.

At the individual student level:

Recognition, special privileges, positive notes, calls or texts home, etc.

At the classroom level:

Special classroom awards and privileges.

At the school level:

Special awards, lunch with the principal, calls home, etc.

**Correction technique:** When students make poor choices, we apply corrective consequences. The consequences depend on the severity of the misbehavior. Some examples are outlined below.

**Level 1 - Corrections for ALL students - Classroom/Playground based**

Behaviors such as minor disruptions, late or incomplete work, minor disagreements between students, and not following directions are normally handled by the classroom teacher or playground assistant. An adult will give general corrections and/or re-teach appropriate responses. If consequences are needed beyond a general correction, they may include an apology, brief timeout, restitution, or redirection.

**Level 2 - Minor Offense - for some - classroom/playground based**

Behaviors, such as repeated disruptions, more serious conflicts between students, unsafe playground behavior, and inappropriate language are normally handled by the classroom teacher or playground assistant. An adult will give corrections and/or re-teach appropriate responses. Consequences may include timeouts, loss of privileges, restitution, etc. In addition to consequences, there may be additional instruction and/or a special behavior plan. This plan may include time in our turn-around room or support through a check-in and check-out system, along with completing a reflection interview.

**Level 3 - Major Offense - for few - principal**

Behaviors such as serious conflicts between students like bullying and physical fighting, abusive and profane language, harassment, and theft are handled by the principal. Consequences for these most serious offenses may include in or out of school suspension, loss of privileges, restitution, etc. and are assigned by the principal. In addition to consequences, there may be additional instruction and/or a special behavior plan for the student. This plan may include time in our turn-around room, referral to counseling, involvement of law enforcement, or support through a check-in and check-out system. The principal will call or send the major referral home for parents, and a conference may be requested.

**Definitions:**

Check in/check out: A teacher or a paraprofessional may regularly check in with a student, who without reminders and redirection, may have frequent behavior challenges.

Discipline: The steps that we take to ensure student success.

Turn-around room: This room is supervised by a teacher or paraprofessional. A student may be sent to this space for a time out and/or a discussion with an adult that is designed to refocus and calm the student so he/she is ready to go back to class and learn.

## Common Behavior Expectations

The following expectations will be taught and re-taught explicitly by all staff in the school. Students will be held to a common standard and be given appropriate reinforcement and correction, if needed, to help them be a good citizen of our school.

<b>"THE 4 BEES"</b>	<b>Be Responsible</b>	<b>Be Respectful</b>	<b>Be Safe</b>	<b>Be Your Best</b>
<b>Schoolwide, including classrooms, common areas and bus</b>	<p>Leave cell phones at home. If cell phones are brought to school they must be turned off, placed in backpacks, and not be seen while at school and on the school bus.</p> <p>Students may use with permission school phones for calling parents in emergencies or if there is a change of plans.</p> <p>Personal toys, electronic games, etc. should be left at home.</p>	<p>Speak kindly to all students.</p> <p>Include all students.</p>	<p>Dangerous or illegal items are not to be brought to school.</p>	<p>Do your best all of the time.</p> <p>Help others to do their best.</p> <p>Set a good example.</p> <p>Follow individual classroom teacher's rules.</p> <p>Build people up and do not put them down.</p> <p>Speak kindly about others.</p> <p>Include others, and welcome new students.</p> <p>Learn all you can.</p>
<b>Hall</b>	<p>Enjoy wall displays with your eyes.</p>	<p>Voice level 0 or 1.</p> <p>Wave silently to friends.</p> <p>Hats and sunglasses stay off.</p>	<p>Walk.</p> <p>Stay to the right.</p> <p>Use handrails for support.</p> <p>Stay in your own personal space.</p> <p>Use a hall pass.</p>	
<b>Cafeteria</b>	<p>Wait patiently.</p>	<p>Take turns.</p>	<p>Keep your hands</p>	

	<p>Pick up trash.</p> <p>Stay in your seat.</p> <p>Clean up any mess that you make.</p> <p>Eat all food in the cafeteria.</p>	<p>Say please and thank you.</p> <p>Follow clean up directions.</p> <p>Sit with feet under the table.</p> <p>Once seated, stay at your table and in your seat.</p>	<p>to yourself.</p> <p>Voice level 0 or 1 or 2.</p> <p>Walking feet.</p> <p>Follow lineup directions.</p> <p>Sit with feet under the table.</p> <p>Eat your own food, not others.</p>	
<b>Playground and recess</b>	<p>Pick up your own trash.</p> <p>Wait patiently for your turn.</p> <p>Put equipment away.</p> <p>Dress appropriately.</p> <p>Always ask permission from a supervisor to leave the playground.</p>	<p>Share and take turns.</p> <p>Include others.</p> <p>Follow line-up procedures.</p> <p>Use any voice level.</p> <p>Take turns on the equipment.</p> <p>Use appropriate language.</p> <p>Include all students who want to participate in games.</p> <p>All tags will be made with a touch of a hand.</p>	<p>Follow directions given by the supervisor.</p> <p>Respect school property and play equipment.</p> <p>Follow posted playground rules on all equipment.</p> <p>Keep your hands to yourself.</p> <p>Swing and slide sitting down and going straight.</p> <p>Use balls safely.</p> <p>Make safe choices when using the playground equipment.</p> <p>Remain in the assigned area and in the sight of the supervisor.</p>	
<b>Restrooms</b>	<p>Go back to class when you are finished.</p> <p>Voice level 0 or 1.</p>	<p>Clean up after yourself.</p> <p>Keep hands, feet and eyes to</p>	<p>Use correct hand washing procedures.</p> <p>Flush the toilet.</p>	

	Pick up your own trash.	yourself. Wait patiently.	Walking feet. Use water to wash hands.
<b>Assembly</b>	Sit in the designated spot for your class.  After the class participates, return to your designated spot.	Use a polite cheering (voice level 0,1,2,3).  Quiet feet.	Enter in a line.  Keep hands and feet to self.  Follow directions.  Walk on bleachers.
<b>Classroom</b>	Follow classroom rules/guidelines.		

## **School Bus Rules**

1. The driver is in full charge of the bus and students at all times. Students riding the bus must obey the driver promptly.
2. Students shall ride their regularly assigned bus at all times unless permission has been granted by parent/guardian and the school authority. Non-regular students may not be allowed to ride if an overcrowding condition could exist.
3. No student shall be permitted to leave the bus except at his/her regular stop, unless given written permission by school authorities.
4. Students may be assigned seats by their bus driver.
5. Students are to maintain orderly conduct at all times and are not to use profane/vulgar language or make improper gestures.
6. Students are to assist in keeping the bus clean by picking up all trash and paper. To keep the bus clean; eating and drinking is at the discretion of the bus driver, with the student responsible for cleaning any mess made.
7. Possession or use of tobacco products, matches, or lighters is not allowed.
8. No students shall possess, use, be under the influence of, or sell any illegal substance.
9. No student shall open a bus window without first getting permission from the bus driver. Nor shall a student at any time extend his/her head, hands, arms, or other body parts out of the windows of the school bus whether the school bus is in motion or standing still.
10. Cell phones must be turned off, placed in backpacks, and not be seen on the bus. Videotaping and/or recording on the bus is prohibited.
11. Students shall have nothing in their possession which may cause injury to another; such as sticks, breakable containers, any type of firearms, knives, explosives, straps or pins extending from their clothing, etc. Animals, other than "seeing eye dogs" or those specifically trained to aid a handicapping condition, will not be allowed on a school bus.
12. Each student must see that his/her books, musical instruments, and personal belongings are kept out of the aisle. Special permission must be granted in advance by school authorities to transport large items.
13. Students will not be allowed to talk to the bus driver more than is necessary.



14. No student shall sit in the driver's seat, nor shall any student be to the immediate right or left of the driver.
15. Students are to remain seated while the bus is in motion and are not to get on or off the bus until it has come to a complete stop.
16. Students must leave the bus in an orderly manner. They must not cross the highway until directed to by the school bus driver. When boarding or leaving the bus, students should be in full view of the bus driver at all times.
17. Whether boarding or departing, students must cross the highway only in front of the school bus and never from behind.
18. Students must not stand or play in the roadway while waiting for the bus. Students should leave home early enough to arrive at the bus stop before the bus arrives.
19. Self-discipline should be exercised by students at the bus loading zones. Students should refrain from pushing or shoving other students while waiting to board.
20. Students who must walk some distance along the highway to the bus loading zone, must walk, where practical, on the left-hand side facing oncoming traffic. This will also apply to students leaving the bus loading zones in the evening.
21. In the event of an actual emergency, exit procedures, as established during bus drills, will be followed.
22. Any student's misbehavior on a bus will be sufficient reason to discontinue providing bus transportation to those students involved.
23. Parent(s)/guardian(s) shall be responsible for any damages to a school bus caused by their child.

**Skamania School**  
Positive Student Behavior Agreement  
2019-2020

We want all students to learn to manage their behavior and to understand that the choices they make contribute to their success at school. Students have many opportunities to demonstrate their ability to make responsible choices at school. Students should strive to do their best to demonstrate courtesy, cooperation and respect for all people and property.

The following guidelines called “The 4 BEES” frame our expectations for student behavior in all areas of our school. These expectations are explicitly taught, reinforced, and celebrated with students all year. *Please review the Guidelines to Success Discipline Handbook* which includes the discipline plan, common behavior expectations, and school bus rules.

Our school guidelines, “the 4 BEES”, are:

1. Be Responsible
2. Be Respectful
3. Be Safe
4. Be Your Best

Skamania School believes that students deserve to be acknowledged and rewarded for their positive behavior choices. We will celebrate “Four Bee ” behavior in many different ways throughout the year. At the same time, we know that students will occasionally need help in managing their conduct. Our first intervention is to educate students on clear expectations. Students will have chances to practice positive behavior in various settings around the school and will be provided with strategies to support self-discipline and emotional regulation. In the event that a student knowingly violates school rules, Skamania School practices using corrective procedures and restorative justice techniques to help students take responsibility for their behavior and to show empathy to others.

Parent/Guardian: I agree to support my student in the 2019-20 school year by celebrating their successes, holding them appropriately accountable for their behavior choices, and working collaboratively with school staff. I will ensure that they arrive to school on time, help them to be ready to learn each day, and make their academic and social/emotional growth a family priority. *We have reviewed the Guidelines to Success Discipline Handbook* that includes the discipline plan, common behavior expectations, and school bus rules. *I know that I can access additional information on the school website at [skamaniaschooldistrict.org](http://skamaniaschooldistrict.org).*

Parent/Guardian Signature: \_\_\_\_\_ Date \_\_\_\_\_

“4 BEES”      >Be Responsible >Be Respectful >Be Safe >Be Your Best

Student: As a student at Skamania School, I agree to do my best to follow the “4 BEES” at all times during the 2019-20 year. I have reviewed the Student Behavior/Discipline Plan and *Common Behavior Expectations chart* and know what the rules are at Skamania School.

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_ Teacher \_\_\_\_\_

School: As a school, we agree to teach our expectations to students and to reinforce these behaviors in positive ways. Student emotional and social health will be a school priority. We will be respectful of all people in all circumstances. We will work hard to keep families informed and strive to nurture a safe and positive learning environment every day for all students.

Principal Signature:



Date: August 15, 2019

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_