

Edison Elementary School

How to be an Excellent Eagle



2019-2020

Why Do We Have Rules?

We have rules and expectations for your behavior (inside and outside) to keep everyone:

SAFE & focused on learning

The purpose of PBIS is to

1. Teach you what our expectations are
2. Reinforce those expectations by catching you doing the right things
3. Reteach expectation in case you need a reminder



You Are an Edison Eagle regardless of whether we are watching or not



Be an
Excellent Eagle

1. Respect
2. Responsibility
3. Safety



Be an Excellent Eagle

Expectations

Office/
Health Office



Classroom
(Library/
Computer lab)



Play Areas



Gym



Cafeteria Shelter



Hallway/Stairs



Dismissal Areas



Restrooms



Respect

Come in quietly.
Ask for help.
Use appropriate
language and
volume.

Listen
attentively to
teacher and
classmates
Use appropriate
language and
volume
Take care of all
materials

Listen to ALL
adults
Allow EVERYONE
to play
Share playground
equipment
Use kind words,
appropriate
language and
volume

Use appropriate
language and
volume
Remain seated
until given
instructions

Clean up your
area
Listen and
follow directions
of all adults
Use appropriate
language and
volume

Go straight to
your destination
Stay on one side
of stairs
Use appropriate
language and
volume

Listen and
follow directions
of all adults

Listen and
follow directions
of all adults

Responsibility

Stay seated
Be honest

Be on time
Follow
directions
Be prepared
Always try your
best

Take care of
playground
equipment
Take care of
personal
business
Freeze when you
hear bell and
follow line up
procedures

Be engaged
Take care of
equipment
Pick up any
trash you see

Wait to be
dismissed
Pick up any
trash you see

Keep hallways
clear
Use a hall pass

Be
attentive/listen
for your name
Stay in
designated area

Use supplies
appropriately
Report
problems
immediately

Safety

Walk at all times

Give personal
space
Keep hands,
feet and objects
to yourself

Walk at all times
Keep hands,
feet and objects
to yourself
Maintain
playground/
game
boundaries

Give personal
space
Walk at all times

Walk at all times
Eat your own
food

Walk with your
group at all
times
Give personal
space
Keep hands,
feet and objects
to yourself

Walk at all times
Keep hands,
feet and objects
to yourself

Use restroom,
wash hands and
quietly leave
restroom

Coming to School

- * You need to arrive at school early enough to be in line by 8:10 Monday- Friday

- *Plan ahead for traffic, long lights, & crossing streets.

- *If you are late, you must sign in and get a tardy slip.



Our School Uniform is Mandatory:

You are expected to wear your uniform everyday.

Our uniform colors are:

Navy Blue, White and Khaki (beige) separates or patterned combos

Club/School Event t-shirts can be worn on Fridays

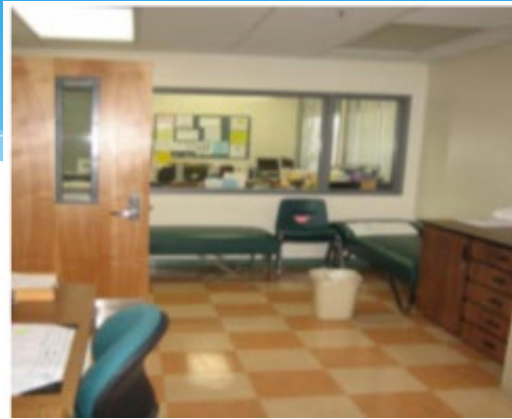


Great examples of Excellent Eagles in uniforms





Office/ Health Office



Respect

Come in quietly

Ask for help

Use appropriate
language and
volume

Responsibility

Stay seated

Be honest

Safety

Walk at all times

Health Office

- * You should only ask to go to the health office if you are not feeling well.
- * You need a pink slip to enter the Health Office



GLENDALE UNIFIED SCHOOL DISTRICT
Health Services

MEMO FROM TEACHER TO HEALTH OFFICE

Student _____ Room _____

Complains of _____

Date _____ Time _____

Teacher _____

HEALTH OFFICE TO TEACHER

Student _____ Room _____

Returning to Classroom _____

Sent home because of _____

Date _____ Time _____

Health Office _____

Form No. 0-543 (01/04) 20in.



Classroom/ Library



Respect

Listen attentively to
teacher and
classmates

Use appropriate
language and
volume

Take care of all
materials

Responsibility

Be on time

Follow
directions

Be prepared

Always try your
best

Safety

Give personal
space

Keep hands,
feet and
objects to
yourself



Play Areas



Respect

- Listen to ALL adults
- Allow EVERYONE to play
- Share playground equipment
- Use kind words, appropriate language and volume

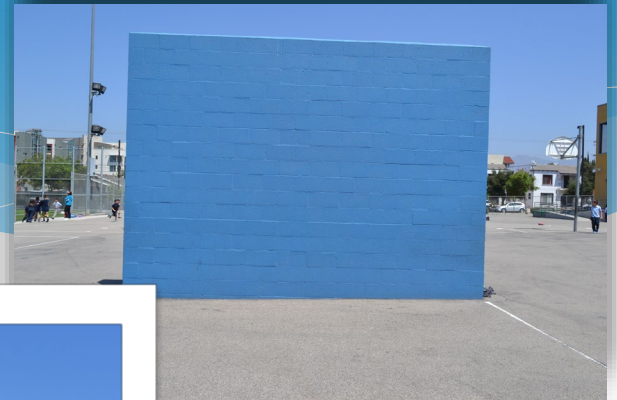
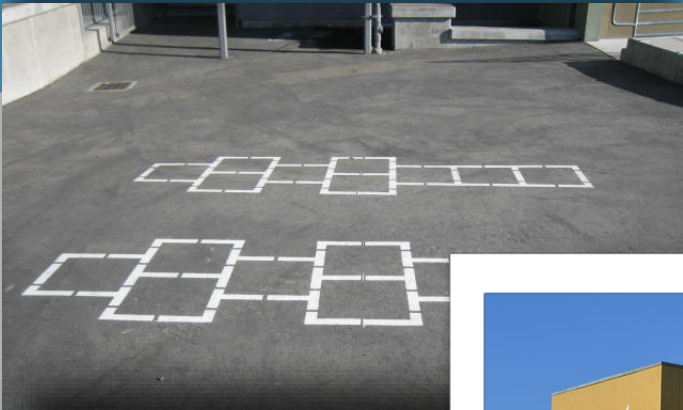
Responsibility

- Take care of playground equipment
- Take care of personal business
- Freeze when you hear bell and follow line up procedures

Safety

- Walk at all times
- Keep hands, feet and objects to yourself
- Maintain playground/ game boundaries

There are *MANY* games to play at recess!



Playground Rules

Running games are only allowed on the field:

- ◇ Soccer
- ◇ Races
- ◇ Kickball

You must keep your hands to yourself when playing these games.



Equipment Bin

- * Bins will have balls, jump ropes, and other play equipment.
- * When recess is over, all balls, jump ropes, and other play equipment must be put back where you took it from.

Artificial Turf Rules

- * Keep food or drinks off of the turf
- * Shoes must be worn at all times
- * No pulling on the “grass” (it damages it and it can’t grow back)
- * Leave the black little rubber balls alone; they help maintain the turf
- * No hanging on the nets
- * Sitting is allowed only on the bleachers and benches; please stay off and out of the tree planters.



Game Rules

- *You are responsible to follow the Edison Rules – do not make up your own rules.
- *Play fair. Take turns.
- *No arguments: Be Problem Solvers
- *If the problem needs to be solved by ADMIN, you may not like the outcome, so WORK IT OUT (with RESPECT).

Be Safe

- * We've had many BROKEN bones, play safely.
- * No running, chasing, or pushing on the mat or anywhere on the bars or equipment.



Perfect Examples of Appropriate Play



Everyone Gets To Play



Bullying is never allowed!

- * Do not say or do anything that can hurt another student physically or emotionally

THAT INCLUDES: Name-calling, rumors, teasing, bossing around, pushing, etc.

- * Do not stand by and let it happen. It is not “tattling” if you are protecting yourself or another student.
- * Older students are expected to look out for and take care of the younger students!

No Fighting

- * Teachers and staff will treat “play fighting” the same way
- * No pushing, hitting, kicking, biting or any other behavior that can cause physical injury to another student will be tolerated (that includes swinging sweaters/lunchboxes, etc..)
- * Someone ALWAYS gets hurt

Freeze Bell

- * When the bell rings and you're on the playground, you must freeze! ---EVERYONE
- * When the whistle blows, you must then walk to your line.





Gym



Respect

Use appropriate language and volume

Remain seated until given instructions

Responsibility

Be engaged

Take care of equipment

Pick up any trash you see

Safety

Walk at all times

Give personal space

Gym/Auditorium

- * No running or loud voices in the gym unless it is a PE lesson
- * On Rainy Days: there will be specific instructions; please make sure you follow directions.
- * This is our assembly & special events place. We need to always keep it clean.





Cafeteria Shelter



Respect

Clean up your area

Listen and follow
directions of all
adults

Use appropriate
language and
volume

Responsibility

Wait to be
dismissed

Pick up any trash
you see

Safety

Walk at all times

Eat your own
food

Cafeteria Lines

- * Wait quietly in line to go into the cafeteria
- * Stay in line – do not push.
- * Wait to be called in by an adult (5 at a time)
- * If you are late, you need to wait like everyone else (it does not matter if your class already entered).



Being Excused from Lunch

- * Your area MUST be clean
- * You MUST remain seated (do not get up and walk around after you have finished eating)
- * You MUST wait for your table to be excused by an adult (the bell does not excuse you)

Lunch Shelter & Food Rules



Bring Healthy Snacks

- * Find a seat and stay there
- * Food must stay at the tables (no wandering)
- * When you are done, clean up after yourself



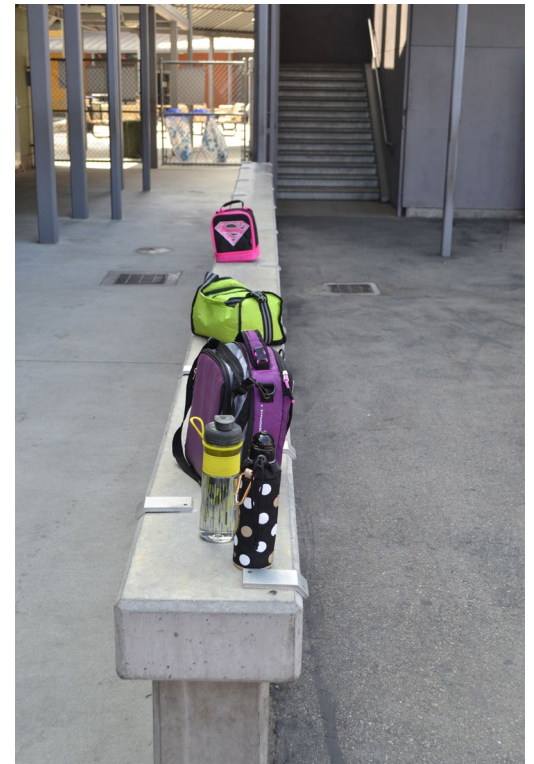
Clean Up After Yourself!

- * Put your own trash into the trash cans.
- * If you see trash on the ground, please pick it up and throw it away. Have school pride!



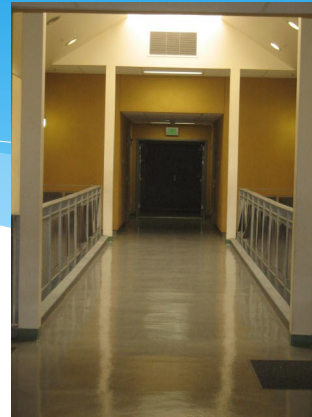
Lunch Boxes & Jackets

- * Place your lunch box on the wall next to the cafeteria after you have cleaned up.
- * Write your first and last name on your lunchbox and jackets





Hallway & Stairs



Respect

Go straight to your destination

Stay on one side of stairs

Use appropriate language and volume

Responsibility

Keep hallways clear

Use a hall pass

Safety

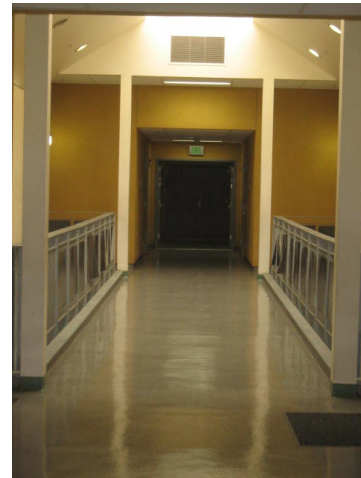
Walk with your group at all times

Give personal space

Keep hands, feet and objects to yourself

No Students in the Hallways During Recess or Lunch

- * If you do not have a pass and you are found in the hallways during recess or lunch you will get a RED slip.
- * Volunteers *MUST* have a hall pass and previous permission.



Walking

- * You must walk at ALL times
- * Running is only allowed on the field



Quiet Zones...



Especially on Tuesdays



Straight Lines Earn Eagle Tickets!





Restrooms



Respect

Listen and follow directions of all adults

Responsibility

Use supplies appropriately
Report problems immediately

Safety

Use restroom, wash hands and quietly leave restroom

Drinks and Bathroom Visits

- * Make sure you get your drinks and go to the bathroom **BEFORE** the bell rings!
- * You must line up when the bell rings.



Bathroom Rules

- * The bathrooms are not a place to play.
- * Do your business and get out.



Do Not Damage School Property

“The eye in the sky!”

- * We will use the school cameras if we find any damage to school property. ---





Dismissal Areas



Respect

Listen and follow
directions of all
adults

Responsibility

Be attentive/listen
for your name

Stay in
designated area

Safety

Walk at all times

Keep hands,
feet and objects
to yourself

Going Home

- * Car lane:
- * Wait to hear your name being called
- * Please, please cross at the corners. Do not cross in between cars.

- * Walkers
- * Parents should wait for you in this area if you are walking or if they have parked their car.



While Waiting For Your Ride:

YOU MUST:

1. Sit on any of the benches along the fence.
2. Listen for your name to be called.
3. Be respectful.
4. Continue to follow ALL school rules

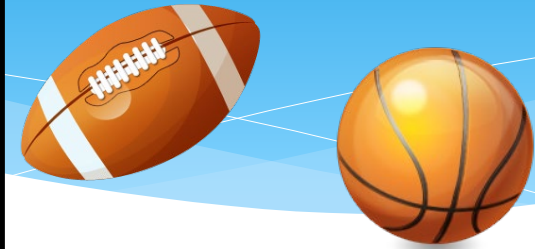


Toys and Cell Phones

- * Do not bring any toys or balls from home. There is plenty of playground equipment here.

Cell Phones

- * Cell phones must be turned off and kept in your backpack once you enter the school gates. If a staff member sees or hears it, it will be confiscated and turned into the A.P. office.
- * 1st offense: warning, returned at end of day.
- * 2nd offense: parent notified; ONLY parent can pick it up.
- * 3rd offense: Kept until the end of the trimester.



Red Slips

A Red slip means:
That after being warned about a specific behavior that was not safe or respectful you will have to sit out for recess.

*Give it to an adult at the beginning of lunch. They will sign it at the end of lunch.

**EDISON SCHOOL
CONSEQUENCE TICKET**

Student _____ Date _____

Teacher _____ Rm# _____

Adult Giving Ticket: _____

Student was:

- Not keeping hands and/or feet to self
- Inappropriate use of restrooms
- Improper use of equipment areas
- Playing/running/restroom after bell
- Disrespectful or harassing behavior
- Defiance of school rules
- In hallways without a pass
- Other _____

Office Referral

- * Sometimes your mistake may be big enough to be sent to the office with an office referral.
- * You will have to talk to Ms. Nazarians, Ms. Rios, or Ms. Labrecque
- * They will decide how to help you understand what rule you did not follow, how best to make sure you remember that rule and give you ideas for what to do next time. (detention, Sat. School, suspension, etc..)
- * Your parents will be called if you are sent to the office.
- * Our goal is for you to learn from this and know what is expected of your behavior in and out of the classroom.

GLLENDALE UNIFIED SCHOOL DISTRICT
GLENNDALE, CALIFORNIA

OFFICE REFERRAL FORM

STUDENT _____ SASH # _____ Grade _____ Date _____

SUBJECT _____ Period _____ Date _____ Time left room _____

REMEDIAL MEASURES BY TEACHER PRIOR TO REFERRAL:

<input type="checkbox"/> Counseled pupil	<input type="checkbox"/> Contacted parents	<input type="checkbox"/> Assigned detention
<input type="checkbox"/> Seat Changed	<input type="checkbox"/> Warned pupil	<input type="checkbox"/> Suspended pupil

REASONS FOR REFERRAL:

<input type="checkbox"/> Disrespect	<input type="checkbox"/> Class disturbance
<input type="checkbox"/> Defiance of authority	<input type="checkbox"/> Smoking or possession of tobacco
<input type="checkbox"/> Profanity or vulgarity	<input type="checkbox"/> Lack of supplies
<input type="checkbox"/> Fighting	<input type="checkbox"/> Cheating
<input type="checkbox"/> Damage to school property	<input type="checkbox"/> Excessive tardies/absences
	<input type="checkbox"/> Annoying others
	<input type="checkbox"/> Continual talking
	<input type="checkbox"/> Inattentive
	<input type="checkbox"/> Other _____

COMMENTS: _____

ACTION TAKEN BY OFFICE: _____

TO TEACHER:

<input type="checkbox"/> Teacher-Parent conference
<input type="checkbox"/> Please see me
<input type="checkbox"/> Readmit to class
<input type="checkbox"/> Other _____

Form H-297, 0401 12M
White - Parent's Copy, Yellow - Administrator's Copy, Pink - Counselor's Copy, Greenwood - Teacher's Copy

Excellent Eagle Tickets

- * Eagle tickets are awarded to individuals showing RESPECT, RESPONSIBILITY, & SAFETY in and outside of the classroom.
- * Any adult can award you a ticket.

Excellent Eagle Incentives

PBIS-Incentives

20 tickets

- Pick a prize from prize box
- Artwork on display
- Pick the brain break
- Choose your seat for the day
- Front of lunch line pass
- First dismissal from lunch

30 tickets

- Take a break (5 minutes)
- Positive note or call home
- Work on an assignment outside the classroom
- Choose an accessory for the principal to wear for a day
- Line Leader all day

50 tickets

- Pick a song for lunchtime music
- Bring a stuffed animal to school for the day
- Teach the class a favorite game
- Tell three jokes to the class (jokes must be approved)
- Earn a free book
- Teacher's chair
- Perform a magic trick for the class
- Flag salute and announcements over PA system
- Homework extension
- Show off your work to the principal

80 tickets

- Eat lunch in the amphitheater with a friend
- Extra technology time (appropriate)
- Story time for primary grade
- Lunch with the principal
- Wear a hat in class
- Homework pass

- Recess in the park

100 tickets

- Extra recess
- Play an outdoor game with the principal
- Free dress pass
- Office assistant
- Principal apprentice
- Popcorn and a movie/cartoon



Be an Excellent Eagle!



Respect *Responsibility*Safety