



North Park Elementary



Mission Statement

The purpose of North Park Elementary is to guide ALL students in developing their own self-confidence through high-levels of academic, social, and emotional learning in order to ensure whole community success.

Website: <http://northpark.wsd.net/>

NORTH PARK ELEMENTARY SCHOOL POLICIES, RULES AND PROCEDURES

ADMISSIONS: New students enrolling at North Park Elementary must provide two proofs of residence, an original, certified birth certificate and immunization records. Academic records will be requested from the school of last attendance. New kindergarten students must be 5 years old on or before Sept. 1 of the school year in which they are enrolling. Currently enrolled students must register online through the parent portal account each school year. Registration includes updating student information, emergency contacts, etc. as needed. The parent and each of their students must also read and electronically sign agreements to district and school policies and procedures.

ARRIVAL AND DISMISSALS: Students should not arrive at school before 8:00 a.m. if eating breakfast or 8:20 a.m. if not eating breakfast. Parents who need to drop their students off earlier, do so with the understanding that there is no school supervision provided. Kindergarten students will enter the kindergarten playground and line up at their teacher's door. 1st -6th grade students will line up at the grade level's outside door. All teachers will open their doors for students to enter the classroom when the first bell rings.

When school dismisses at, students are to be picked up or leave for home promptly. Students who are still waiting to be picked up when it's time for teachers on outside duty to re-enter the school, will be asked to come into the school office for their safety.

ATTENDANCE: Refer to the District and North Park Elementary Attendance Policies

BICYCLES, SKATEBOARDS, SCOOTERS OR ROLLERBLADES/SKATE SHOES, ETC.: Students riding a bicycle to school are to walk their bikes while on school property to ensure the safety of all children. Bicycles must be parked and locked in one of the bike racks, south or east of the school, NOT along any fence line. Also for safety reasons, skateboards, rollerblades/skate shoes, etc. must be carried while on school property. Skateboards, rollerblades, etc. must be kept in the student's backpack or stored in a teacher designated area. The school assumes no responsibility for bicycles, scooters, skateboards, or any other transportation device.

BOOKS: Textbooks and workbooks are furnished to your child free of charge, but if a book is

lost, misused, or damaged beyond reasonable wear, the student will be billed for the damage or replacement of the book. The same is true for books checked out of the school library.

BUS ZONE: For the safety of all children and staff, students MAY NOT be picked-up/dropped off in the bus zone (West side of school). Daycare vans may use this area for pick-up only.

CANCELLATION OF SCHOOL: School is canceled only under such extraordinary circumstances as extreme weather, equipment failure, or public crisis, which may cause a significant safety risk to students. Radio stations KLO 1430 AM or KSL 1160 AM will make school cancellation announcements beginning at 6:00 A.M. In the event that school must be canceled during the school day, a parent/guardian will be notified. It is crucial that all contact information (emails, phone numbers, address) on the [MyWeber Portal](#) be up-to-date. Please notify the school of changes as they occur. If the cancellation occurs after school begins, you will be notified according to the information given on the MyWeber Portal. You will be requested to come pick your child up at the school or another designated pick-up location., All children will remain at school or another designated safe location until they are picked up. We have written emergency preparedness plans for numerous possibilities that outline what will take place in the event of an emergency situation. Weber School District has a phone system in place to help contact parents in the case of a school closure. Parent sign-up: <http://wsd.net/parents-students/notifications/emergency-notifications>

EMERGENCY INFORMATION: Be sure the MyWeber Portal and school has current phone numbers where you or an emergency contact can be reached. You are the only one that can change the email address located on the portal. Contact the school immediately if any other information needs to be changed or updated. Weber School District has a phone system in place to help contact parents in the case of a school closure. Parent sign-up: <http://wsd.net/parents-students/notifications/emergency-notifications>

CHECK IN AND EARLY CHECK OUT: Students must sign in at the office when they arrive late or are returning to school after being checked out. Students leaving school early must be signed out in the office by a parent or other responsible party. The party picking up the child must be on the emergency contact list in order for the child to be released to that adult. An ID such as a driver's license will be required as verification of identity. Office staff will call students out of class to be checked out. NO student will be allowed to walk home during the school day. Students will only be checked out to a legal guardian or designated emergency contact. We respectfully request that early check-outs or changes in transportation be made 30 minutes prior to school dismissal. The last 15 minutes of the day, students are preparing to board buses, walk home, or carpool. We wish to assist you in all due haste, and your cooperation in this matter will help us to manage check-outs effectively while minimizing educational impact and classroom interruptions.

DAMAGE TO SCHOOL PROPERTY: Students are responsible for proper care of computers, Chromebooks, iPads, textbooks, schoolbooks, library books, etc. A student may be required to replace supplies provided by the school which are lost, wasted, or damaged by the student through careless or irresponsible behavior.

DIGITAL MEDIA DEVICES/MOBILE PHONES: Refer to North Park Elementary Digital Media Device (DMD) Policy

DISCIPLINE: School and classroom procedures and rules are established to foster a safe,

positive environment for learning by teaching the practice of self-discipline, citizenship skills, and social skills. It is the shared responsibility of the home, school and community to help our students learn to be responsible citizens. In the event of a violation of the WSD Safe School Policy, students may be referred to the school principal, or acting principal for disciplinary actions. The decision to remove or to discipline is made by the principal based on all of the circumstances. The type and length of discipline is based on factors such as age of the student, previous violations, severity of conduct, and other relevant educational concerns. When appropriate, students will be placed on remedial discipline plans. Restorative justice practices are used to enhance school safety, reduce school suspensions and are designed to help students take responsibility for and repair the harm of behavior that occurs. Parents will be asked to meet with the principal before a suspended student is reinstated.

DRESS CODE: Refer to North Park Elementary Dress Code

EMERGENCIES: Weber School District and North Park Elementary have partnered with local law enforcement in adopting a safety program that will be utilized if an emergency occurs during school hours. It is called Standard Response Protocol (SRP), and includes the following actions: Lockout, Lockdown, Evacuate, and Shelter. Parents should become familiar with each action.

FIELD TRIPS: Field trips are designed to supplement classroom curriculum and to introduce students to the resources of the community. Parents will receive a permission form giving the destination and date of any Field Trip. This form must be signed and returned to the teacher the day before the field trip in order for your student to go on the field trip. Students not in attendance at school at the time of departure for the field trip will remain at school and be placed in another setting at the school. The student will be provided an educational experience for the duration of the field trip. Students are expected to obey all rules, regulations and instructions given by teachers and/or authorized school personnel, and to comply with the school and district's student conduct rules (including but not limited to, dress code policy and acceptable use policy with regard to electronic devices. All students must ride the school bus to and from the trip destination. Exceptions will need to be approved through the office **prior to the day of the field trip**. Parents may also be invited to come along as chaperones on trips.

FOOD ALLERGIES: Parents are responsible to give the school office a copy of the doctor's verification of any student's food allergies. This information will be shared with the kitchen and kept on file in the office.

GUM: No gum is allowed at school

HOME PREPARED FOOD: As per directive from the Weber-Morgan Health Department, home canned and prepared foods are not to be distributed at school for any reason. Classroom treats for birthdays or special occasions must be purchased from a commercial retailer. Several of our students have serious food allergies—check with your child's teacher prior to sending treats.

ILLNESS OR INJURY: Sick or injured students will be cared for temporarily by the school nurse or a member of the school staff. School personnel will render first aid treatment only. If emergency medical treatment is necessary, the school will: contact a parent/guardian, call 911, contact designated emergency persons, or take the child to the emergency room. Parents, be sure all emergency information is up to date at all times in the MyWeber Portal.

Note from the Nurse: All immunization records must be up-to-date and meet state guidelines.

Vision screening on all K-6 students takes place in the fall. If you do not want your child screened, please send a written notice to the school. Also, remember that children are not allowed to bring any medication, prescription or over-the-counter, without the proper paperwork on file. Paperwork must be renewed annually. (See District Medication Policy) Please contact Claudia Streuper, school nurse, at cstreuper@wsd.net with any questions.

For health tips and recommendations visit the district resource page:

<https://wsd.net/departments/support/nursing>

LEAVING SCHOOL GROUNDS: Students are not allowed to leave school grounds during school hours for any reason without being checked out by a parent/guardian or an approved contact. Parents must come into the school office to sign their student(s) out. Office staff will then call the student(s) out of class to meet parents in the office

LOST & FOUND: Articles of clothing, lunch boxes, etc. will be located in a bin down the kindergarten hall. Smaller items, such as money, jewelry, etc., will be held in the office. Please label coats and all other personal items that come to school. Any unclaimed items will be donated to charity after each Parent Teacher Conference and after the last day of school.

MEDICATION: No medication may be brought to school unless the proper forms have been completed, signed and filed with the secretary and school nurse (this includes over the counter pain relievers and other medicines). Students are not allowed to carry and use their asthma inhalers at school without signed authorizations from their parent/guardian and health care provider.

MONEY: When it is necessary to send money to school, please put it in a sealed envelope and write the following information on the outside: child's name, homeroom teacher's name, grade level, amount, and purpose of payment.

MORNING PROCEDURE: Students will be expected to wait at their grade level's outside doors until the bell rings each morning. Please dress your children appropriately for cold weather conditions. When the temperature is below 20 degrees or extreme weather conditions, students will be directed to an indoor location. Remember that the cafeteria will open at 8:00 for those students eating breakfast. After eating, students will go to their outside doors and wait for the bell to ring for school entrance. Those not eating breakfast should arrive at school no earlier than 8:20. Students should make their way to the playground where they may play or wait for the bell to ring. If a parent wishes to walk their student(s) down the hall to class, they will need to sign in at the office, put on a visitor badge and wait in the school's main lobby until 8:30 a.m. to do so. (An exception would be if a parent has an appointment to talk with a teacher. That parent will still need to sign in at the office and get a visitor badge.)

PARKING LOT: Parents delivering or picking up students at school are welcome to use the south parking areas. Please follow all pick-up and drop-off procedures for the safety of all students in the area. An adult must accompany students to a parked car, no students should walk through the parking lot unattended. The main drive-through and parking lot on the west side of the building is for bus drop-off and pickup only. Please do not use this area during morning drop-off or afternoon pick-up. With so many potential hazards in the parking lot, it is critical that everyone maintain compliance to these procedures

PETS: NO PETS ALLOWED ON CAMPUS. This includes all dogs, cats and similar-sized, or

larger, animals (with the exception of “helper animals” for those with disabilities); smaller animals outside of secured cages; any animal without prior permission from an administrator.

PHONE USE: If students choose to bring a cell phone to school, it must remain silent, out-of sight, and may not be used during the school day without explicit staff permission. This includes during recess time. Students and parents are responsible for loss of, or damage to, cell phones while on campus. The school office phone is reserved for student use in the event of illness, emergency or other similar circumstances. Students must get permission and a phone pass from their teachers to use the office phone. Students will be allowed to use the telephone without a pass after 3:30 p.m. to contact parents. This allows the phone lines to remain open for parents to call and also makes allowances for any rides that are running a little late. (Refer to Digital Media Device Policy)

PICK UP/DROP OFF OF STUDENTS: Students should be dropped-off/picked-up from the loading zone on the South side of the building. Drop off your student at the curb in the drop off/pick up zone. Once your student has exited the vehicle, please carefully pull back out into the driving lane to exit. Pickup your student at the curb in the drop off/pick up zone. It is safest for students to enter and exit the area on the curb side. Please continue to move forward in this zone as you wait for your student. Never park or leave your car unattended in this zone. An adult must accompany students to a parked car, no students should walk through the parking lot unattended. Parents should pull all the way forward to the furthest available space and exit the loading zone immediately after their child safely exits the vehicle. Please be courteous and safe in the parking lots and drop-off areas by following traffic patterns, traveling at a low rate of speed and watching carefully for pedestrians.

BUS ZONE: For your child’s safety, students MAY NOT be picked-up/dropped-off in the bus zone (West side of school). Daycare vans may use this area for pick-up only.

RECESS: Students are given outside recess whenever possible. Decisions to have indoor recess are based on temperature and wind chill factors. Always dress your child under the assumption they will have outside recess. For safety reasons, only North Park personnel are allowed on the playground during recesses and during school hours. Exceptions to this rule require administration approval.

RULES FOR GENERAL BEHAVIOR: Teachers teach accepted behavior in the classroom and expect responsible behavior from all students. The following behaviors are a few behaviors that are never appropriate: 1) Bullying (see definition in safe school policy), 2), Fighting, 3) Defiance of school staff, 4) Foul, profane, vulgar or abusive language, 5) Refusal to participate in class, 6) Disruption of classroom, 7) inappropriate exposure of body parts, 8) Possession of weapons or other dangerous objects, 9) Civil Right Violations-based on race, color, national origin, sex, or disability, 10) Possession or use of tobacco/nicotine products or paraphernalia, alcohol, or other drugs. This includes student clothing that advertises such products or paraphernalia. For more info, refer to the [WSD Safe School Policies](#).

Good discipline is maintained by recognizing and praising good behavior and taking corrective action when necessary. One of our goals is to teach students to behave in an appropriate manner and to take responsibility for their actions. North Park has four specific school rules, which are the foundation for success in life and learning: respect, responsibility, safety, and kindness.

Students who demonstrate these four qualities will have opportunities to earn daily points, Tiger Tickets, Golden Tray points, and the positive recognition of “a job well done”.

Students who struggle with following the school rules may receive a “fix-it ticket” and will have opportunities to learn and correct their behavior. They will experience natural or logical consequences as a result of their behavior. Serious or major behavior infractions will follow disciplinary action based on the safe school policy. (WSD Safe School Policy)

TOYS: Much learning time is wasted when toys are brought to school from home so we are asking that no toys, especially all types of trading cards and electronic games, come to school. If these items are brought to school, they will be taken by the teacher and kept until the end of the school day. If the student continues to bring their toy(s), they will be taken by the teacher and kept in the office until a parent can come to school to pick them up.

VALUABLES: The school administrator and staff cannot be responsible for valuables students bring to school. Please leave such items at home. If special circumstances require a student to bring substantial cash or valuable items to school, they may be left in the office for safe keeping.

VANDALISM: Our school and school equipment are public property. Willfully damaging or destroying this property is cause for possible suspension and referral to police. Accidental student damage should be reported to staff immediately so it is not misconstrued as vandalism.

VISITORS/VOLUNTEERS: Parents are welcome and are encouraged to visit the school as a guest or volunteer. The staff at North Park Elementary wish to keep all students safe. All visitors/volunteers must check-in at the office, present ID and sign in, wear a visitor pass during their stay, and sign-out prior to leaving. Students not enrolled in the elementary school are not allowed on school property during school hours without permission from the office or administration. All volunteers and visitors must follow the established rules, policies and procedures of the school and district. If a visitor is found not wearing a pass indicating they have signed in at the office, they may be approached by school personnel and asked to return to the office.



North Park Elementary



Attendance Policy

Website for updates on calendar: <http://northpark.wsd.net/>

- A. **Parent or guardian is required to send their student(s) to school during each established school day.** Regular attendance is essential to a student's success in school. Persistent absenteeism creates a genuine hardship for a student and is regarded as a very serious problem.
- B. **Students are responsible to be in class on time each day unless properly excused* by their parent or administrator.** Late arrival disrupts class and causes loss of instruction time.
- C. ***A student not properly excused will be considered truant. (Truant: absent without a valid excuse)**
 1. Teachers will keep and mark roll each day.
 2. Every reasonable attempt will be made to contact parents when the student is absent from school. A record will be kept of this contact.
 3. Parents are required to excuse student absences by contacting the office **before 9:00 a.m.** on the morning of the absence. Administrators may require appropriate verification of absences.
 4. When parents request to have their children excused from school for reasons other than illness or family emergency, arrangements for such absences **should be made in advance.** School personnel may provide assignments for students at the end of the school day and may also allow examinations to be made up. All such cases shall be handled on an individual basis.
 5. It is the student's responsibility to work with the teachers in making up work for absences. Individual teachers may set the time to be allowed for make-up work.
 6. Truancies will be referred to the school administration for appropriate action. Excessive truancies may result in district and/or juvenile court referral.
 7. Tardies will be handled by individual teachers. Excessive tardies will be referred to an administrator and/or a district official.



North Park Elementary



Digital Media Device (DMD) Policy

Definition of Digital Media Devices: DMD's include but are not limited to mobile phones, pagers, computers, cameras, audio recorders, CD/DVD players, USB thumb drives, video games, and other electronic or battery powered instruments/toys.

Use of Digital Media Devices: The use of any media device by students during the school day is prohibited. Because of the disruption of the educational process and/or the risk that these devices may be broken, lost, or stolen, students are discouraged from bringing them to school. If an extenuating circumstance requires that the device be brought to school, it must be turned off and stored in backpacks or other areas designated by the teacher. They should not be seen or heard.

Exceptions: This policy does not apply to the sanctioned use of digital media devices by students under the direct supervision of their teachers for educational purposes or emergency and special situations as approved by the school administration.

Consequences for Violation of Policy: Violation of this policy shall result in the confiscation of the digital media device.

First Offense: DMD is taken from the student and is kept by the teacher until the end of the school day at which time the student may retrieve the device.

Second Offense: DMD is taken from the student and is kept in the office, the parent is contacted, and the parent may retrieve the DMD from the office.

Third Offense: The DMD is not allowed at school for the remainder of the school year. Insubordination will result in disciplinary action which may include Suspension from school.

Note: Misuse of digital media devices is additionally addressed in *Policy 8350 Digital Media Devices* and *Policy 5200 Student Discipline Policy (Including Safe School Policy)*.

Other Provisions:

*Students bring digital media devices on school property or to school activities at their own risk. The school is not responsible for lost, stolen or damaged electronic equipment.

*The office phone is available for students to contact parents in case of a school issue or emergency. Parents need to call the school to get messages to their child.



North Park Elementary



Dress Code

The dress code for the North Park Elementary has been adopted by students, parents, and the community council to promote safety, personal hygiene, and a proper academic environment. Students are expected to maintain a type of dress that is clean, modest, and is not distracting to teachers or other students and not detrimental or disruptive to the educational process. The following are prohibited at school and school activities:

- 1. Inappropriately short, tight, revealing or otherwise disruptive appearance or attire.**
 - a. Skirts and shorts** must be at least **finger-tip length** and not present a distraction in the classroom.
 - b. Shirts and tops** may **not** have bare midriffs or be revealing at the neck, stomach and/or armholes. The ball of the shoulder must be covered. Tank tops, athletic undershirts, halter tops, spaghetti strap shirts, and bare midriff shirts are not allowed at school.
 - c. Underwear** must be worn underneath clothing and may not be worn outside of or on top of other clothing, or where it is exposed or can be seen. Sagging pants must not reveal underwear.
 - d. Clothing not ordinarily worn** in the workplace may not be worn at school (i.e., robes, pajamas, house slippers, mutilated clothing, etc.).
2. Clothing which displays **obscene, vulgar, or lewd** words, messages, or pictures; or which is otherwise plainly offensive
3. Clothing which advertises **drug, tobacco or tobacco/nicotine products** or paraphernalia.
4. Clothing **attachments or accessories** which could be **considered weapons, or considered otherwise disruptive or unsafe**
5. **Bare or stocking feet.**
6. Any other grooming or dress that **causes actual disruption or which creates a significant safety risk**
7. Apparel or accessories with **gang** symbols, monikers, insignias, or other gang identifiers.



Bussing Policy

BUSSING POLICY

1. Weber School District has the responsibility to transport bus students to and from school to their assigned bus stops.
2. Students who are not on the regular passenger list are not permitted to ride the bus.
3. Students are under the direction of the bus driver while riding on the bus.
4. All passengers are expected to be courteous to the driver and their fellow students.
5. Students are to remain seated while the bus is in motion, and obey all other bus rules and instructions from the driver.
6. Students who become a serious safety or disciplinary problem or who have multiple minor incidents on the school bus may have their riding privileges suspended by the school administrator. In such cases, the parents or guardians of the student involved become responsible for transporting their student to and from school safely.

Due to serious liability and safety concerns with bussing students, the district has asked that we strictly adhere to the bussing policy set forth by the Weber School District, the Utah State Office of Education and Risk Management.

*The policy states that drivers are not authorized to allow eligible students to change buses, to be dropped at unassigned stops or to allow students not assigned to a route to ride the route bus.

Transporting students to such activities as parties, scouts, sleepovers, achievement days, piano lessons, daycare, etc. **will NOT be allowed**. Students not on the regular passenger list will not be permitted to ride the bus.

A written request ("Alternate Bus Stop Request" form) to pick up or drop off a student at an alternate authorized bus stop along an established bus route will be considered by the eligible bus student's school administrator and/or District Transportation Supervisor when the parent/legal guardian finds it necessary to make temporary provisions for the student's supervision before or after school hours because of extenuating circumstances. This form can be found on the "Transportation" link under "Departments" on the District web site. (WSD.NET).



North Park Elementary School-Wide Procedures



| <u>North Park Tigers are: Respectful, Responsible, Safe, and Kind</u> | |
|---|---|
| <p><u>Before School-START</u> Stay in designated areas Take out a book and read quietly if indoors Allow teachers their planning time Remember line up quietly and enter school quietly Think about your goals for the day</p> | <p><u>Hallway-WALK</u> Walk facing forward and stay to the right Always follow directions Lips closed Keep hands & feet to self</p> |
| <p><u>Bathroom-SHHHH</u> Hush Flush Wash</p> | <p><u>Cafeteria-CHEW</u> Control body and talk quietly Have respect Everyone cleans up Walk</p> |
| <p><u>Stairs-STEPS</u> Stay to the right and walk Take hold of the railing with your right hand Every step is counted, one at a time Please keep hands and feet to self</p> | <p><u>Library-READ</u> Respect books Everyone quiet Always return materials to where they belong Dream BIG</p> |
| <p><u>Computer-TYPE</u> Try your best always Your hands and feet to self Please respect equipment Everyone cleans up their area before leaving</p> | <p><u>Office-PASS</u> Please use inside voices Always have a pass Stay behind the counter Smile!</p> |

| | |
|---|---|
| <u>Playground</u> -PLAY <u>P</u> lease share and be fair <u>L</u> ine up quickly and quietly <u>A</u> ssigned area <u>Y</u> our body in control | <u>Assembly</u> -CLAP <u>C</u> ontrol Body <u>L</u> isten <u>A</u> ppropriate responses <u>P</u> articipate |
| <u>inside Recess</u> -SAFE <u>S</u> tay in designated area | <u>After School</u> -END <u>E</u> xit with your teacher through the main doors |

| | |
|--|--|
| <u>Act appropriately with movement</u> <u>F</u> ollow directions of monitors <u>E</u> verything in place when finished | <u>N</u> icely walking on school property <u>D</u> irectly to crosswalk or pick-up zone and wait for crossing guard |
|--|--|

Classroom Tiger Tracker System

| Tiger Name: | Grade: | Teacher: | Week 1 | Week 2 | Week 3 | Week 4 | Week 5 |
|--|---------------|----------|-------------|-------------|-------------|-------------|-------------|
| North Park Tigers aim: For example: Look up. | | | | | | | |
| Respectful | | | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F |
| Responsible | | | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F |
| Safe | | | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F |
| Kind | | | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F |
| Table for Tiger Tracker | Points/Status | | | | | | |
| Respectful | Safe | | | | | | |
| Responsible | Kind | | | | | | |

| Tiger Name: | Grade: | Teacher: | Week 1 | Week 2 | Week 3 | Week 4 | Week 5 |
|--|---------------|----------|-------------|-------------|-------------|-------------|-------------|
| North Park Tigers aim: For example: Look up. | | | | | | | |
| Independent | | | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F |
| Interdependent | | | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F |
| Responsible | | | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F |
| Safe | | | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F |
| Kind | | | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F | M Tu W Th F |
| Table for Tiger Tracker | Points/Status | | | | | | |
| Independent | Safe | | | | | | |
| Responsible | Kind | | | | | | |

★ The Tiger Tracker is designed to work with established classroom behavior systems by connecting individual classrooms to a school-wide system.

Teachers will be provided with copies of trackers for every student in their class at the beginning of the month. These are kept for the entire month and are referred to daily.

★ Students give themselves a daily score in the categories of Respectful, Responsible, Safe, & Kind. Circling the letter for the day means that they believe they were successful in meeting that expectation. If the letter is crossed out, it

means that the student believes they were not successful in meeting that expectation for the day.

- ★ Teachers check in with targeted students to discuss if the scores reflect their behavior for the day.
- ★ Students may calculate their weekly totals on the first or last day of each week so their individual behavior goals can correlate.
- ★ The trackers will have the dates and 80% goal and total points possible for the month printed in the appropriate spaces.
- ★ There is a section for noting the date of any Fix-it tickets given and the date when the ticket has been resolved.
- ★ There is also a place for marking Tiger tickets given..
- ★ Students who make 80% or above for the month and have fixed any outstanding Fix-it tickets are eligible for the monthly activity.
- ★ The Tiger Tracker can support conversations regarding student behavior

Tiger Tickets



Tiger Tickets are given by staff to students as positive reinforcement. These tickets are to be given to students both inside and outside of their own classrooms. When a staff member gives a ticket, they circle the school rule that the student exhibited, and tell the student what they did to earn the ticket using school-wide rule/procedure language.

Students will need to show their Tiger Ticket to their teacher so that it can be marked on their Tiger Tracker. Tiger Tickets can be used by students to make up the point difference for the month if they did not reach their 80% classroom behavior goal. (Please note that those points cannot be used if there are any outstanding Fix-it Tickets. Tickets need to be notated on the tiger tracker. The student can then go to the office during their recess time to redeem for a prize and to put into a drawing.

| Fix-it Ticket | |
|--|--------------------|
| Student Name _____ | Date _____ |
| Classroom Teacher _____ | |
| Staff Member issuing ticket _____ | |
| Location | Behavior to Report |
| Classroom | Respectful Safe |
| Playground | Responsible Kind |
| Lunchroom | _____ |
| Hall/Stair | _____ |
| Other | _____ |
| This behavior will be repaired by: _____ | |
| _____ | |
| Resolved | |
| Student Signature _____ | |
| Staff Member Signature _____ | |

Fix-it Tickets

Fix-it Tickets are given to students for behavior that they have repeatedly committed (about 3 times or more). The purpose of these tickets is to give students an opportunity to learn and practice (in other words, fix) the proper procedure that they are struggling with. Just as students who struggle with an academic issue are given chances to practice, we are giving students who struggle with following school rules chances to practice.

The procedure for issuing a Fix-it ticket are:

- ★ Fill out sheet
- ★ White copy goes to the office, pink to teacher, yellow to student
- ★ Fix-it tickets issued during recess/lunch are to be fixed with playground staff. All other tickets are to be resolved with the student's teacher.
- ★ Student checks back with issuing staff member to show that they fixed the ticket
- ★ If there are outstanding fix-it tickets, students will not be eligible for the tiger tracker party until the fix-it ticket is taken care of.