

Appendix D

Guidelines for Student Behavior 2017-18

All children have the right to learn in an environment unimpeded by the disruptive behavior of others, according to California Education Code. In order to develop a school climate that is conducive to learning, the Vista Grande staff is committed to continuing to reinforce and teach the traits of character that have been started at home. Vista Grande's school behavior management plan is based upon the following six pillars of character:

RESPECT

- Treat others with respect by following the Golden Rule
- Be tolerant and accepting of others
- Use good manners, not bad language
- Be considerate of the feelings of others
- Don't threaten, hit or hurt anyone
- Deal peacefully with anger, insults, and disagreements

RESPONSIBILITY

- Do what you are supposed to do
- Plan ahead
- Persevere – keep on trying!
- Always do your best
- Use self-control
- Be self-disciplined
- Think before you act – consider the consequences
- Be accountable for your words, actions, and attitudes
- Set a good example for others

FAIRNESS

- Play by the rules
- Take turns and share
- Be open-minded – listen to others
- Don't take advantage of others
- Don't blame others carelessly

CITIZENSHIP

- Do your share to make your school and community better
- Cooperate
- Be a good neighbor
- Obey laws and rules
- Respect authority
- Protect the environment and conserve resources

TRUSTWORTHINESS

- Be honest
- Don't deceive, cheat, or steal
- Be reliable – do what you say you'll do
- Have the courage to do the right thing
- Build a good reputation
- Be loyal – stand by your family, friends, and country

CARING

- Be kind
- Be compassionate and show you care
- Express gratitude
- Forgive others
- Help people in need

The Rules

At Vista Grande School there is NO tolerance for bullying of any kind. Bullying behavior is the repeated intimidation of another, either physically or verbally.

1. Before School Hours: Children SHOULD NOT arrive at school prior to 8:15 a.m. since there is no adult supervision prior to that time. Please do not drop students off before 8:15 a.m. unless they are enrolled in a supervised before-school activity. Children are not to congregate near classrooms or linger in the halls at any time.
2. Playground Areas: Children are to remain on the playground and field areas, unless they have received permission from the teacher or supervisor to leave the playground. Children are not to disturb the classrooms in session nor play in the corridors during recess periods.
3. Freeze Bell: Students playing on the playground need to observe the "freeze" bell at the end of recess. Each student is to stop play, drop to one knee, and remain still in place. S/he is to walk quickly to their classroom assembly area when the playground supervisor blows the whistle, putting away equipment on the way to class.
4. Walking to the Cafeteria: Students are to walk together as a class when leaving the classroom to go to recess, lunch, or assemblies.
5. Recess Snack Periods: Students are expected to consume snacks in designated areas on the playground before going to play. Waste papers and trash need to be placed in the waste containers provided.
6. Lunch periods:
 - A. Good behavior is expected from all students in the cafeteria including the serving lines.
 - B. Food is not allowed on the playground during the lunch period.
 - C. Children reporting to the playground from the cafeteria or outdoor lunch area are not to enter games already in progress until the bell sounds and the preceding classes leave the playground.
 - D. Children are to walk to the playground. Running is permitted when they reach the field area.
 - E. Before leaving the lunch area, children are to pick up waste papers and trash to deposit it in a waste container.
 - F. Children may purchase one snack from the cafeteria to augment their lunch. Children are not to purchase food items for other children.
 - G. **Children are not allowed to share food at any time.**
7. Restrooms:
 - A. Use restrooms before you go to play.
 - B. Please do not waste paper towels, soap, and toilet tissue in the restrooms. Try to use these like you would at home. Notify an adult should the restroom need attention or a refill of supplies.
8. Playground activities:
 - A. Wrestling, tackling, or pushing type games are not allowed on the school playground.
 - B. Backstops are not for climbing.
 - C. Climbing the hillside behind the playground is unsafe and is not permitted.
 - D. Baseballs (hardballs), including Little League balls, are not permitted at school.
 - E. Locking Games: There are no closed or locked games. Games are open to all students who wish to play.
 - F. Jump ropes are for jumping only.

9. Swings: The "swinger" counts to 25 swings (front and back) before his/her turn is completed. The count begins when the feet go out. The swing should come to a full stop before getting on or off.
10. Slides:
 - A. Students may line up at the bottom of the stairs to take a turn on the slide. Only one student should slide at a time, sitting face-forward, feet first.
 - B. Students may not throw sand, dirt, or other debris on the slides.
11. Overhead Ladder: Travel in one direction. "Monkey" or "Chicken" fights or similar activities are not permitted. Students are not to sit on top of the ladder, nor are they to hang from their legs.
12. Climbing Wall: All children may climb up and down the climbing wall using the hand and foot holds. Only fourth and fifth graders may climb over the wall. No child should be sitting on top of the rock wall or jumping from the wall.
13. Hazardous Objects: Children are not allowed to bring objects that could be harmful to themselves or other students or disruptive to school programs. Such items could include knives, skateboards, roller skates, darts, fire crackers, water pistols, balloons for "water bombs", items construed to be weapons, etc. Possession of such objects may result in suspension or other serious consequences.
14. Toys from Home: Children are **not** permitted to bring toys or play equipment from home for use on the playground at any time. These include items such as balls, trading cards, toys, playing cards, radios, electronic games, etc.
15. The Zone: The area inside the red lines painted on the cement around the classrooms is the Zone. Children are to walk, without talking, while inside the Zone area.
16. After School Hours: If your child does not participate in the Kids' Corner child care program or enrichment classes, he/she is instructed to go directly home at dismissal time and not play on the school grounds since playground supervision is not provided after dismissal. **Note to parents**: If you are unable to pick up your child(ren) on time due to an unforeseen emergency, please call the school office at: (310) 377-6066.
17. Chewing Gum: Chewing gum is not permitted at school.
18. Student Attire:

We ask that parents monitor their children to be sure they wear appropriate clothing for school. Clothes and shoes should be comfortable for students to be able to run and play during P.E. or recess activities, as well as in the classroom. **Open toed shoes, such as sandals, are not permitted at any time for safety reasons.** Cut-off shorts, bare midriff tops, spaghetti straps or low cut tank tops, and oversized pants, which cannot stay on the waist without aid of a belt, should not be worn to school.

Vista Grande's Behavior Management Plan

Classroom Behavior Management Plans: Each classroom teacher has developed a classroom management plan that outlines appropriate student conduct and expectations within the classroom. The plan is carefully reviewed and discussed with the children. An overview of the plan is conducted at Back-To-School Night. Vista Grande subscribes to the idea of restorative justice, and believes that mistakes are opportunities for personal growth.

Incentives for Appropriate Behavior:

- A. STAR tickets are given to students who **Stop Think Act** and **Review** their behavior.
 - STOP – In order to solve problems, prepare for action or make a decision, you must STOP long enough to think about what you are about to do.
 - THINK – Once you stop, you have time to THINK so that you can make the Best choice!
 - ACT – Once you decide on your best choice, you must act upon it. You are responsible for what you do.
 - REVIEW – After taking action, review what happened as a result.
- B. A STAR student from each class will be recognized each Friday. They will each receive a Spirit Stick, and their pictures will be placed on the office bulletin board.
- C. Students may receive a "Gold Ticket" in recognition of exceptionally positive behavior choices which may be redeemed for merchandise at the monthly Student Store.
- D. Student Recognition Assemblies
 - Each TK-2 student recognized for an achievement or exemplary behavior at an assembly held at the end of each trimester.
 - Students in grades 3-5 may be nominated by their teachers for Lunch with the Principal, held each trimester.

Consequences of Improper Behavior: Should a student fail to take responsibility to follow the school rules, one or more of the following consequences may result:

- A. Verbal reprimand by a supervisor.
- B. Loss of recess privileges and/or playground clean-up during morning or lunch recess.
- C. Other consequences imposed by the parent, teacher, and/or principal.

Referrals to the principal for any of the following violations may result in suspension. The violations include, but are not limited to:

- A. Fighting
- B. Defiance of authority
- C. Profanity or an obscene act or gesture
- D. Stealing
- E. Damaging property
- F. Disruption of school activities
- G. Sexual harassment
- H. Threatening behavior

Please refer to the Palos Verdes Peninsula Unified School District *Safe Schools* Policy for more detailed information regarding student conduct. It is important to note that the majority of the items detailed in the district guidelines hold greater relevance for high school and intermediate school students. However, the same consequences will be in effect for any violation, regardless of the grade level of the child.

Please read, review, and discuss this information with your child. Both parent and child should sign the return slip attached and forward it to the classroom teacher. As parents, you play a key role in helping your child understand what is expected of him/her while he/she is attending school. Thank you for your help and continued support.

Sincerely,
Jeri Delatorre, Principal