



**P**

**Positive Attitude**

**R**

**Responsibility/  
Respect**

**I**

**Integrity**

**D**

**Determination**

**E**

**Empathy**

<b>Cafeteria</b>	-Greet others -Be polite to all -Say please/thank you	-Pick up trash even if it is not yours -Wait your turn patiently -Eat only your own food	-Stay seated until excused	-Make nutritious choices	-Be kind to others
<b>Classroom</b>	-Greet others -Say please/thank you -Help others -Solve problems -Encourage/ compliment others	-Follow directions the first time -Use supplies properly -Complete your work -Stay focused -Quiet while others are talking -Listen without interrupting -Enter/exit quietly -Keep cell phones in your backpacks	-Be honest -Ask questions, take charge of your learning -Do your own work -Use technology appropriately	-Do your best work even when it is challenging or frustrating	-Encourage others -Use kind words
<b>Office</b>	-Greet staff -Be polite -Use manners	-Use a quiet voice -Wait your turn -Sit on bench/chairs	-Be honest -Bring a pass	-Help solve problems	-Be courteous
<b>Restrooms</b>	-Use manners	-Use at recess/ passing period -Wash hands -Put trash in trash can -Wait your turn -Play on the playground, not in the restroom	-Use your time wisely -Feet remain on floor -Report problems to staff	-Use bathroom pass -Return to class promptly	-One person in a stall at a time -Give privacy
<b>Library</b>	-Greet librarian -Wait your turn patiently	-Put things away in the proper place -Use sticks appropriately -Quiet voices	-Follow directions -Take care of all materials	-Return materials -Always walk -Stay focused	-Be thoughtful of others in the library
<b>Playground</b>	-Show good sportsmanship	-Use equipment appropriately -Stay within designated areas	-Get help from an adult	-Line up on time	-Invite others -Use kind words and actions
<b>Drop-off/ Pick-up</b>	-Wait for parent patiently in designated area	-Walk at all times -Keep hands, feet and objects to self -Ride bikes/scooters off campus	-Be safe	-Eat breakfast before the bell -Use restroom before class starts	-Be considerate of those around you
<b>Hallways/ Quad</b>	-Use kind words	-Walk facing forward on sidewalks -Keep hands, feet and objects to self -Use quiet voices	-Play at recess, not in the hallways	-Go directly to your destination	-Resolve conflicts peacefully
<b>Student Store</b>	-Wait your turn -Use your manners	-Have your Otter Bucks ready -Be ready with your choice	-Use only your own Otter Bucks	-Show self control	-Be thoughtful of others