

Lakeview
Elementary
School
Student Handbook



This book belongs to



Please keep this handy for
future reference.

Character Counts!

Lakeview Elementary Student Code of Conduct

The faculty and staff at Lakeview are committed to the safety of every student. We want your school experience to be happy, safe and successful. Because we believe that each student is capable of achieving high academic standards and citizenship, we take safety and behavior very seriously. It is the responsibility of the school to communicate expectations and enforce student behavior. We will be fair, firm and consistent with each student. It is the responsibility of each parent to reinforce the expectations of the school and help their children be responsible for their own behavior. Students have the responsibility of knowing, understanding and following the code of conduct. You are responsible for your own choices.

Our code of conduct centers on the Six Pillars of Character. All students will be asked to sign a poster that states they are committed to following the code of conduct, which includes the statements:

I will be trustworthy I will be fair
I will be respectful I will be responsible
I will be caring I will be a good
citizen

"Character is doing the right thing, even when no one is watching."

In addition to these statements of character, students will be expected to follow the schoolwide Rules and Procedures given to you in your school folder.

Schoolwide Rules:

1. Follow directions the first time given from an adult.

- *Look at the person.
- *Say OK and do it right away.

*Do the task immediately without arguing, whining or pouting.

2. Keep hands, feet, mouth and other objects to yourself at all times.
3. Follow ALL school procedures at all times.

School-wide Procedures:

You will learn many procedures throughout the school year. These procedures will keep you safe and allow you to have a great environment in which to work and learn. Learn these procedures well. Listen to your teachers as they teach you about the expectations we have for every student at Lakeview Elementary!

Leopard Pride Awards

Each month our school counselor and principal will visit each class and recognize students for their achievements in character trait of the month, 100 % attendance and achieving academic success. You may receive an award for being exemplary or for improving your character, attendance or grades. Students will receive a certificate of recognition and a small prize. Your picture will also be taken and put on the Character Counts Bulletin Board for that month.

Character Violations

Character Violations will be issued to students who choose to violate the Lakeview Elementary Code of Conduct. These violations will be recorded by the teacher and the office. A copy of the violation will be sent home for your parent to sign. It will be your responsibility to return the signed Character Violation to the classroom teacher.

School-wide Classroom Management Plan

If you choose to break the Code of Conduct, you may be subject to the following consequences:

When poor choices are made, consequences may be given in the form of:

- Signing the book
- Loss of recess

- Time out in a buddy room
- In School Suspension
- Out of school Suspension

Students may be issued a consequence by any member of the Lakeview Elementary Faculty or Staff. At our school, we use natural consequences as often as possible. For instance, if you fail to be responsible in the lunchroom and make a mess, the natural consequence is for you to help the custodian clean up the mess. Students may receive a Character Violation / referral to the office for further discipline when deemed necessary. Parents and guardians are welcomed to set up an appointment with the administration to discuss any questions regarding consequences for their child(ren).

Signing The Book:

When a student demonstrates inappropriate behavior, he/she will:

- record the inappropriate behavior in the book
- write a brief description of the incident

****Signing the book 3 consecutive days for the same behavior will result in a "3rd time/time out" consequence.****

When good choices are made, positive reinforcement is given in the form of:

- Signing the Pride Book
- Verbal Praise
- Random Notes Home
- Leopard Pride Coupons and Awards
- Individual Classroom Rewards

The Pride Book:

When a student demonstrates appropriate behavior he/she will:

- record the character trait demonstrated
- write a brief description of the positive behavior

behavior
-get a teacher-issued reward after signing the Pride book six (6) times, **AND** receive a "Pride Letter" from the teacher to take home to show parents.

Currency / Teacher-Issued Reward:

Each teacher will set up a currency/ticket system to use as rewards. This may consist of:

- a class currency designed by the class (not actual currency)
- a menu of classroom privileges to choose from
(i.e. extra recess, hat day, teacher helper, etc.)

Compliment Jar:

- Students will write character-based compliments to other students
- Compliments will be put in the "Compliment Jar"
- Once a week, someone (principal, councilor, teacher, teacher aide) will randomly draw compliments from the "Compliment Jar"
- Students who GIVE compliments may receive a teacher-issued reward

Common School Language:

All staff member will use a common language when disciplining or praising student behaviors.

Ask: "Was your action part of the problem, or part of the solution?" "Did your action help or hurt someone?" "Did your action make the problem better or worse?"

Kindergarten - 1st Grade Management Plan

1st Time - Caution: Yellow

2nd Time - Stop: Red - Sign the book

3rd Time - Time Out: Sign the book, take a break in another class, fill out **Time-Out Letter** and take home to parents, possible loss of privileges.

4th Time or Severe Disruption (Including Safe school Violation): Immediately sent to the office, **character violation issued.**

2nd - 6th Grades

1st Time - Caution: Sign the book

2nd Time - Stop: Sign the book and fill out **rethinking Letter.**

3rd Time - Time Out / sign the book, take a break in another class, fill out **Time-Out Letter** and take home to parents, possible loss of privileges.

4th Time or Severe Disruption (Including Safe School Violation) Immediately sent to the office, **character violation issued.**

First Character Violation - The student is sent to the office, calls home, and consequences are discussed between the student and the classroom teacher.

Second Character Violation - The student is sent to the office, calls home, and consequences / restrictions and behavior interventions are discussed with the teacher, administrator and student.

Third Character Violation - The student is sent to the office, calls home and consequences are discussed with the teacher, student parent and administrator. The student will be placed on an individual behavioral contract.

Do not bring to school:

- gum
- candy (unless you have special permission from your teacher.)
- toys - electronic or other
- skateboards, roller blades, roller skates or scooters
- electronic devices - (If you must bring a cell phone, your parent will need to come to the office and fill out a Cell Phone Application form.)
- weapons of any kind - real or look alike weapons are never allowed (You will be subject to the consequences of the Weber School District Safe School Policy. Please see your Back-to-School Folder for this policy.

Do bring to school:

- a positive attitude
- homework and materials
- school planner
- school folder

Definitions of the Six Character Traits

Respect

Treat others the way you want to be treated: follow the Golden Rule

Be tolerant of differences

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

Persevere: keep on trying!

Always do your best

Think before you act-consider the consequences

Use self-control; be self-disciplined

Be accountable for your choices

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

Trustworthiness

Be honest

Don't lie, cheat or steal

Be reliable-do what you say you will do

Have the courage to do the right thing-even when it is difficult

Be loyal-stand by your family, friends and country

Caring

Be kind and compassionate; show you care

Express gratitude

Forgive others

Help people in need

Be a Bucket-Filler

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

Academic Expectations

The faculty and staff at Lakeview Elementary are committed to high expectations for every student.

We believe that students rise to high expectations and will be successful for doing so. Part of these high expectations includes

Academic Integrity

Students are expected to come to school ready to work and learn. This means that homework and materials are brought to school each day, the student planner and folder will come to school and be taken home each day, and students will demonstrate honesty in their work each day. Students who choose to come to school unprepared or conduct themselves in a dishonest fashion will be subject to disciplinary action.

Attendance

Students are expected to come to school on time and attend every day. If a student is not able to attend, a parent will need to call 801-452-4391 and speak to Mrs. Falah in order to excuse you. It will be the responsibility of the student and/or parent to acquire the work that was missed during your absence. Students who are habitually absent and/or tardy are subject to disciplinary action. (See attendance and truancy policy in your school folder.)

Take 5

You should expect your family to take 5 minutes every day to discuss what you learned at school. Specifically, we would like you to discuss with your parents the following questions:

1. What is your student goal?

2. What did you do today to help achieve your student goal?
3. How did you make character count today?
4. What can you do tomorrow to conduct yourself as a NO EXCUSES student?
5. Parents - Encourage your child every day. Be very specific and genuine in the way you show you care.

Playground Rules and expectations

1. Grades 4 - 6 are not allowed in the sandbox.
2. Kindergarten can only play in the sandbox.
3. No throwing sand.
4. No blocking or climbing up the slide.
5. Only one person on the slide at a time.
6. No climbing on top of playground equipment (examples: curly slide, crossing bridge on the outside of the rails).
7. Students can only play soccer, kickball or football with their own grade level.
8. No "hands" on the soccer field or that student will lose playing privilege for that recess.
9. Two-hand touch only on the football field or that student will lose playing privilege for that recess.
10. No play fighting or wrestling.
11. No balls in the grassy area by the classrooms. Quiet play in this area only.
12. No balls kicked against the building.
13. No swearing or inappropriate language.
14. Students may bring basketballs, soccer balls or footballs from home. This privilege will be monitored by classroom teacher. Please make sure your students name is on the ball.
15. No toys can be brought from home.

Roy Cone Dress Code

The dress code throughout the Roy Cone has been adopted by student, parent, and community councils 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. Specifically:

- Clothing not ordinarily worn in the workplace may not be worn at school (i.e., robes, pajamas, house slippers, mutilated clothing, etc.).
- Shoes (including sandals and flips) must be worn at all times. (More restrictive shoe requirements may be required for safety reasons in some classrooms.)
- Shorts and skirts must be at least fingertip length and not present a distraction in the classroom.
- 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.
- 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.
- Clothing with designs, printed words, or slogans that are suggestive, obscene, in poor taste, or that refer to a substance or activity which is illegal for a minor will not be allowed - clothing which refers to ale, beer, or other alcoholic beverages, smoked or smokeless tobacco, breweries, or illegal drugs may not be worn. Clothing or accessories with gang symbols, insignia, or other gang identifiers may not be worn.
- Hats or other types of head covering such as scarves, sweatbands, or bandanas, may not be worn in the building.
- Sunglasses may not be worn in the building.
- Educationally distracting hair color or makeup will not be allowed. Hair or makeup which is so conspicuous, extreme, odd in color or style that it draws undue attention, disrupts, or tends to disrupt or interfere with the learning atmosphere at school will not be allowed.
- Clothing attachments, jewelry, or accessories which could be considered weapons, which could pose a potential risk of injury to the wearer or other, or which could be considered to be disruptive to the education process may not be worn. Chains longer than 8 inches may not be worn.
- Inappropriate and distracting tattoos may not be displayed. (refer to #6 above)
- Performance attire and/or team uniforms should reflect good taste and modesty even though they may not meet the above dress code. They should NOT be worn in the classroom during the school day.