

Cafeteria and Playground Guidelines

Cafeteria Student Expectations:

1. Walk at all times.

- Students should enter the cafeteria at a walk.
- Students should walk at all times when getting snacks, throwing trash, etc.

2. Remain seated at the tables, until the dismissal time.

- Students must remain seated for 15 minutes.
- Students may not stand or walk to visit with friends at other tables.
- Students may be dismissed when the flower is placed on their table, or they may remain to finish eating.
- Students line up at the door for dismissal

3. Talk quietly.

- Students must use quiet, indoor voices.
- Students may not yell across tables.

4. Use good manners.

- Students should use good table manners, as if at home.

5. Clean up.

- Each student is responsible for throwing away their own trash.
- Every class should have two table wipers each day.

Role of the Cafeteria Volunteers:

- Monitor student behavior.
- Ask students to comply with rules.
“Please be seated,” Thank you for walking,” “Remember to use your indoor voice,” “Thank you for taking your trash”
- Allow students who are finished eating to throw away trash and line up at the door for dismissal. No food or drink may be taken out of the cafeteria. Students who are not finished may remain and join the next group for dismissal.
- Assist with lining up and dismissal at the doorway.
Students must walk quietly down the hallway in a line no more than two abreast.
If possible, accompany kindergarten, 1st, and 2nd graders to the playground door.
Grades 3-5 may be dismissed in small groups, with reminders to walk quietly and in a line.

Playground Student Expectations:

- Students must stay within view of the monitors. They may not go behind the portables.
- Students may not retrieve balls that go over the fence.
- Students should not push, pull, shove, chase another student excessively, throw rocks or dirt, or otherwise use hands or feet inappropriately.
- Students must use the playground equipment appropriately. Students should not climb up the slide backwards or “surf” down the slide standing nor should they pull/or push another student off any piece of equipment.
- Students must not climb the trees.
- Students may not eat or drink lunch on the playground.
- Students must allow all fellow students to participate in games and include others in play.

Role of the Playground Volunteers:

- Monitor the student behavior. Ask students to comply with safe behavior.
- Assist teacher in picking up their class at the appropriate time.

NOTE: If a student refuses to comply with your requests or repeatedly violates a rule or safety concern, please notify the office. If there is an emergency, please have the monitor on the playground use the radio to call the office or send the red bear to the office. The red bear is located in the pocket file at the cafeteria door.

Classroom Discipline

- The Casis campus is governed by the AISD student code of conduct.
- Our general school rules are respect self, respect others, respect property.
- Behavior management plans within the classroom need to be clear, consistent, and positive.
- Clearly communicate your classroom rules/consequences beginning with the first day of school.
- Post your classroom rules.
- Use positive reinforcement as much as possible to emphasize, praise, and encourage appropriate behavior.
- Discuss recurring discipline problems with counselor, principal, and assistant principal. Confer often with student and parents.
- Keep anecdotal records on recurring student misbehavior/parent contacts.
- Discipline Referral and Feedback forms must be filled out when administrative support is needed for the safety of children or when frequent misbehaviors continue. See appendix ?
- Communicate with an administrator when in doubt regarding any concerns.
- Unless there is an emergency, teachers should call the office to make sure that an administrator is available before sending a student with a discipline referral.
- Consequences for misbehavior should reflect the severity and frequency of the misbehavior and be related to the behavior if possible.

Hallway Behavior

- While walking in the halls students should be respectful of those students working in classrooms.
- Students should be silent, or if necessary, use a quiet voice.
- Students should walk in a line on the right hand side of the hall, no more than two abreast.
- Students should keep their hands to themselves.