

Guide to

MANNERS

At School

IN THE CLASSROOM

Be on time & do your best	Sit properly & work quietly
Raise your hand to speak	Keep our classroom clean
Avoid blurting	Follow directions
Pay attention & stay focused	Ask permission if it isn't yours
Keep organized	Complete your homework

AROUND THE SCHOOL

Say hello and goodbye	NO Bullying
Hold the door open for people	If you bump into someone, say sorry
No inappropriate language	Be safe in all you do.
Respect other people's property	Keep our school clean
Cover your mouth when sneezing or coughing	Be humble & be appreciative

WITH ADULTS

Look people in the eye	Be respectful
Don't interrupt	Say "excuse me" to get attention.
Say please and thank you.	Follow directions
Be helpful	Show your best behavior.
<u>Always</u> tell an adult about unsafe actions, emergencies & bullying.	

WITH CLASSMATES

Use kind words & give compliments	Don't make fun of anyone
Be patient, take turns, and share	Avoid tattle-telling
Avoid being bossy	Admit it when you make a mistake
Don't be afraid to say sorry	Mind your own business
Don't spread rumors	Be a team player

