

“DO YOUR BEST”

Please see the following pages for Litchfield Middle School Teaching Matrix entitled “Do Your Best” and Litchfield Middle School Behavior Matrix.

STUDENT EXPECTATIONS

BEING PREPARED FOR CLASS

Being well prepared is a very important factor in a student’s ability to meet with success in every classroom situation. As part of our PBIS (Positive Behavior Intervention Strategies) Program, guidance counselors will assist students who exhibit difficulty being prepared for class. The following is a list of the steps that will be taken in order to provide support to students in this area.

1. Students are given a list of materials that they are required to have in each of their classes by the classroom teacher. Students post these lists in their lockers for easy reference.
2. If a student arrives for class without these needed items, he/she will receive a “Reminder” slip from his/her teacher.
3. A copy of the “Reminder” slip will be given to the front office, and the appropriate guidance counselor.
4. If a student accumulates five “Reminder” slips in any given quarter of the school year, his/her guidance counselor will intervene on his/her behalf. The counselor will meet with the student’s teacher(s) to determine an appropriate course of action, which may include:
 - Meeting with the guidance counselor for assistance in developing better organizational skills.
 - A phone call home to alert parents that there is an issue and to elicit their help with efforts the school is making.
 - Meeting after school with the guidance counselor for more extensive assistance with organizational skills.

Do Your Best!

Believe in Yourself

- ❖ Be Confident
- ❖ Be Proud
- ❖ Be Open-Minded

Extend a Helping Hand

- ❖ Be Helpful
- ❖ Be Encouraging
- ❖ Be a Friend

Show Respect

- ❖ Be Polite
- ❖ Be Considerate
- ❖ Be Appropriate

Take Responsibility

- ❖ Be Prepared
- ❖ Be Ready to Learn
- ❖ Be Honest

Litchfield Middle School Behavior Matrix

	ASSEMBLIES	BUS	CAFETERIA	CLASSROOM	HALLWAYS	PREPARATION FOR CLASS
Believe in Yourself	<ul style="list-style-type: none"> *Keep an open mind *Take a risk to volunteer 	<ul style="list-style-type: none"> *Set an example of good behavior *Allow others to sit with you 	<ul style="list-style-type: none"> *Use good table manners *Help create a comfortable environment *Choose healthy food *Have confidence to allow anyone to sit with you 	<ul style="list-style-type: none"> *Be proud of your achievements *Value your education *Take a risk, ask & answer questions *Accept mistakes as opportunities to learn 	<ul style="list-style-type: none"> *Greet others with a smile *Set an example of good behavior 	<ul style="list-style-type: none"> *You Can Do It! *Have confidence
Extend A Helping Hand	<ul style="list-style-type: none"> *Participate in a positive manner *Make presenter feel welcomed 	<ul style="list-style-type: none"> *Keep seating area clean *Move to inside of seat so others may sit 	<ul style="list-style-type: none"> *Invite someone new or alone to sit with you *Keep area clean 	<ul style="list-style-type: none"> *Encourage classmates who are having trouble *Share materials *Be willing to work with all students 	<ul style="list-style-type: none"> *Help others when materials are dropped *Hold the door when someone is behind you 	<ul style="list-style-type: none"> *Offer reminders for others *Lend writing utensils and other materials
Show Respect	<ul style="list-style-type: none"> *Keep eyes on presenter *Clap & participate when appropriate *Ask questions that show interest & curiosity *Follow teacher directions coming & going from assemblies 	<ul style="list-style-type: none"> *Be considerate of your driver *Respect personal space and other people's belongings *Use appropriate language *Solve problems respectfully - no arguing 	<ul style="list-style-type: none"> *Listen & respond politely to adult instruction *Stay seated & raise hand to get up *Wait your turn 	<ul style="list-style-type: none"> *Appreciate your classmates as individuals *Be considerate of others right to learn *Follow classroom rules *Cooperate with all adults in charge 	<ul style="list-style-type: none"> *Stay to the right *Walk Respect personal space Quite voices! Students learning 	<ul style="list-style-type: none"> *Accept consequences *Accept constructive criticism
Take Responsibility (Bathrooms)	<ul style="list-style-type: none"> *Listen & follow directions *Show appreciation 	<ul style="list-style-type: none"> Be on time *Follow bus rules & directions of the driver *Expect consequences when poor choices are made 	<ul style="list-style-type: none"> *Pick up all trash in your seating area *Accept consequences when poor choice is made Keep bathroom clean & graffiti free and use equipment properly *Respect privacy of others 	<ul style="list-style-type: none"> *Be prepared with classroom materials *Keep up with your work consistently *Stay organized *Be on time *Care for your classroom 	<ul style="list-style-type: none"> *Apologize if you bump into someone *Get to your destination in a timely manner *See that materials on wall are not mistreated *Share hallway space while at lockers *Keep hallways clean 	<ul style="list-style-type: none"> *Develop a plan to be organized Check schedule Use agenda regularly Keep locker organized