

Clawson Middle School Expectations Matrix

	All Settings	Classrooms	Hallways	Office	Cafeteria	Restrooms & Locker Room	Media Center	Technology	Assemblies & Field Trips	Bus
Safe	<ul style="list-style-type: none"> - Follow emergency procedures - Walk at all times - Keep hands, feet, & objects to yourself - Refrain from horseplay* 	<ul style="list-style-type: none"> - Sit properly in classroom furniture - Keep workspace clean - Keep hands, feet, & objects to yourself 	<ul style="list-style-type: none"> - Stay to the right side when travelling to your destination - Move to the side of the hall to talk with peers 	<ul style="list-style-type: none"> - Sit or stand in one place - Keep belongings out of walkways 	<ul style="list-style-type: none"> - Pick up food and items that fall on floor - Report large spills or messes immediately - Refrain from horseplay 	<ul style="list-style-type: none"> - Wash hands with soap and water - Keep bath and locker rooms clean - Pick up items that fall on floor - Report damage or misbehavior to an adult 	<ul style="list-style-type: none"> - Push in chairs and keep aisles clean 	<ul style="list-style-type: none"> - Follow CPS acceptable use policy at all times - Be a good digital citizen - Store personal electronic devices in your locker at all times - Use chromebooks, ipads, and computers for approved purposes only 	<ul style="list-style-type: none"> - Pay attention to presenter and surroundings - Enter and exit in an orderly fashion 	<ul style="list-style-type: none"> - Stay in your seat - Get on and off bus safely - Tell an adult if you see problems or dangerous behavior on the bus - Keep self and belongings inside the bus
Respectful	<ul style="list-style-type: none"> - Respect property of others - Respect school property - Use appropriate language - Be kind and treat others with respect 	<ul style="list-style-type: none"> - Listen to the announcements - Follow teacher's directions the 1st time they are given - Speak during appropriate times - Respect the learning environment 	<ul style="list-style-type: none"> - Talk quietly and respect the learning environment - Respect the personal space of others - Follow the directions of staff members 	<ul style="list-style-type: none"> - Report to the desk and address the staff kindly - Wait patiently and quietly - Say "please" and "thank you" and "excuse me" 	<ul style="list-style-type: none"> - Use your inside voice - Use good table manners - Remain seated while eating - Follow staff instructions the 1st time they are given 	<ul style="list-style-type: none"> - Respect the privacy of others - Keep bathrooms clean - Get in and out as quickly as possible 	<ul style="list-style-type: none"> - Use your inside voice - Clean up after yourself - Stay on task 	<ul style="list-style-type: none"> - Close chromebooks and use 2 hands when transporting - Store chromebooks in secure designated location - Use appropriate language when communicating with others 	<ul style="list-style-type: none"> - Walk quietly with your teacher to assembly - Listen to the speaker at all times - Be courteous and polite - Remain seated until dismissed 	<ul style="list-style-type: none"> - Talk quietly - Respect the personal space of others - Follow staff directions
Responsible	<ul style="list-style-type: none"> - Help keep CMS clean - Follow all directions - Follow the dress code - Turn in lost items to the main office or lost and found - Follow the acceptable use policy for all technology 	<ul style="list-style-type: none"> - Be on time - Bring all required materials to class - Do your own work - Always give your best effort - Participate in class discussions and activities 	<ul style="list-style-type: none"> - Report inappropriate behavior - Use the 5 minute passing time efficiently - Be sure to use a hall pass when leaving class - If tardy, knock once and wait patiently 	<ul style="list-style-type: none"> - Ask permission to use your cell phone or office phone 	<ul style="list-style-type: none"> - Wait in line - Have student ID ready for purchases - Keep food & drink in cafeteria - Clean your table before dismissal - Leave table only after being dismissed 	<ul style="list-style-type: none"> - Dispose of trash - Report graffiti, damage, or disturbances to a staff member - Use restroom closest to your class - Use hall pass for the restroom 	<ul style="list-style-type: none"> - Return books and materials to appropriate location 	<ul style="list-style-type: none"> - Be sure to log off chromebooks and computers when finished - Be sure to make sure chromebooks are put back in appropriate location - Report damage to an adult 	<ul style="list-style-type: none"> - Sit with your class and teacher 	<ul style="list-style-type: none"> - Follow CPS bus guidelines - Keep bus clean & free of clutter - Refrain from eating on the bus