**New Scotland Matrix**

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|  | **BUS** | **Cafeteria** | **Hallway** | **Learning**  **Environment** | **Bathroom** | **Assemblies** | **Playground** |
| **BE SAFE** | \*Click in  \*Stay seated  \*Face forward  \*Hands and feet and objects to self | \*keep hands feet and objects to self  \*stay at table  \*walk and move carefully  \*wait in line patiently | \*keep hands, feet and objects to self  \*walk and move carefully  \*stay to the right  \*follow stair case directions | \* move carefully  \*keep hands, feet objects to self  \*push in chair  \*use materials appropriately | \*walk and move carefully  \* keep hands, feet objects to self | \* keep hands, feet objects to self  \*stay seated  \*enter and exit quietly | \*keep hands, feet, objects to self  \*move carefully  \*play safely  \*Use equipment appropriately  \*stay in designated areas |
| **BE RESPECTFUL** | \*listen to the driver/aide  \*use encouraging, polite and kind words  \*speaking voices  \*take care of property | \*use encouraging, polite and kind words  \*speaking voices  \*follow adult directions | \*quiet wave  \*use appropriate voice level  \*take care of student work/materials | \*listen and talk at appropriate times  \* use encouraging, polite and kind words  \*be an active participant  \*use appropriate voice  \*Stay in designated area | \*honor others privacy  \*speaking voice | \*listen and respond appropriately  \*applaud when appropriate  \*use appropriate voice level | \* use encouraging, polite and kind words  \*include others  \*good sportsmanship  \*share  \*take turns  \*help others |
| **BE RESPONSIBLE** | \*keep bus clean  \*keep track of belonging  \*follow rules  \*report incidents to an adult  \*return found items to office | \*keep area clean and throw away trash  \*accept consequences graciously | \*keep hallways clean  \*accept consequences graciously  \*stay with line  \*go straight to destination  \*report incidents to an adult | \*complete homework and classwork  \*work hard and do your best  \*accept consequences graciously  \*be prepared and ready for the day  \*listen and follow directions quickly  \*keep personal belongings organized | \*keep area clean  \*flush  \*wash hands  \*report incidents to an adult  \*get in and out in timely manner  \*use for intended purpose | \*follow directions  \* accept consequences graciously  \*be on time | \* accept consequences graciously  \*line up when called  \*report incident to an adult  \*take care of and return playground toys |