**TOAST Matrix**

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|  | **BUS** | **Cafeteria** | **Hallway** | **Learning**  **Environment** | **Bathroom** | **Assemblies** | **Playground** | **Arrival/**  **Dismissal** |
| **BE SAFE** | \*Click in  \*Stay seated  \*Face forward  \*hands and feet and objects to self | \*keep hands feet and objects to self  \*stay at assigned spot  \*walk and move carefully  \*Wait in line patiently | \*keep hands, feet and objects to self  \*walk and move carefully  \*walk on the right  \* line order | \* move carefully  \*keep hands, feet and objects to self  \*push in chair  \*use materials appropriately  \*Stay in designated area | \*walk and move carefully  \* keep hands, feet and objects to self | \* keep hands, feet, and objects to self  \*stay seated  \*move carefully  \*enter and exit silently and in line order | \*keep hands, feet and objects to self  \*move carefully  \*play safely  \*Use equipment appropriately  \*line order | \*keep hands, feet and objects to self  \*move carefully  \*stay in designated area patiently |
| **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  \*follow adult directions | \*listen and talk at appropriate times  \* use encouraging, polite and kind words  \*be an active participant  \*use appropriate voice  \*follow adult directions | \*honor others privacy  \*speaking voice  \*follow adult directions | \*listen and respond appropriately  \*applaud when appropriate  \*use appropriate voice level  \*sit in assigned seat  \*follow adult directions | \* use encouraging, polite and kind words  \*include others  \*good sportsmanship  \*share  \*take turns  \*help others  \*follow adult directions | \*follow adult directions  \* use encouraging, polite and kind words  \*use appropriate voice level |
| **BE RESPONSIBLE** | \*keep bus clean  \*keep track of belongings  \*follow rules  \*return found items to office  \*report incidents to an adult | \*keep area clean and throw away trash  \*accept consequences graciously  \*be on time  \*report incidents to cafeteria staff | \*keep hallways clean  \*accept consequences graciously  \*stay with line  \*go straight to destination  \*report incidents to an adult  \*have a hall pass | \*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  \*be on time | \*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  \*report incidents to an adult  \*take care of and return playground toys | \*keep area clean  \*keep track of belongings  \*accept consequences graciously  \*report incidents to an adult  \*return found items to office |