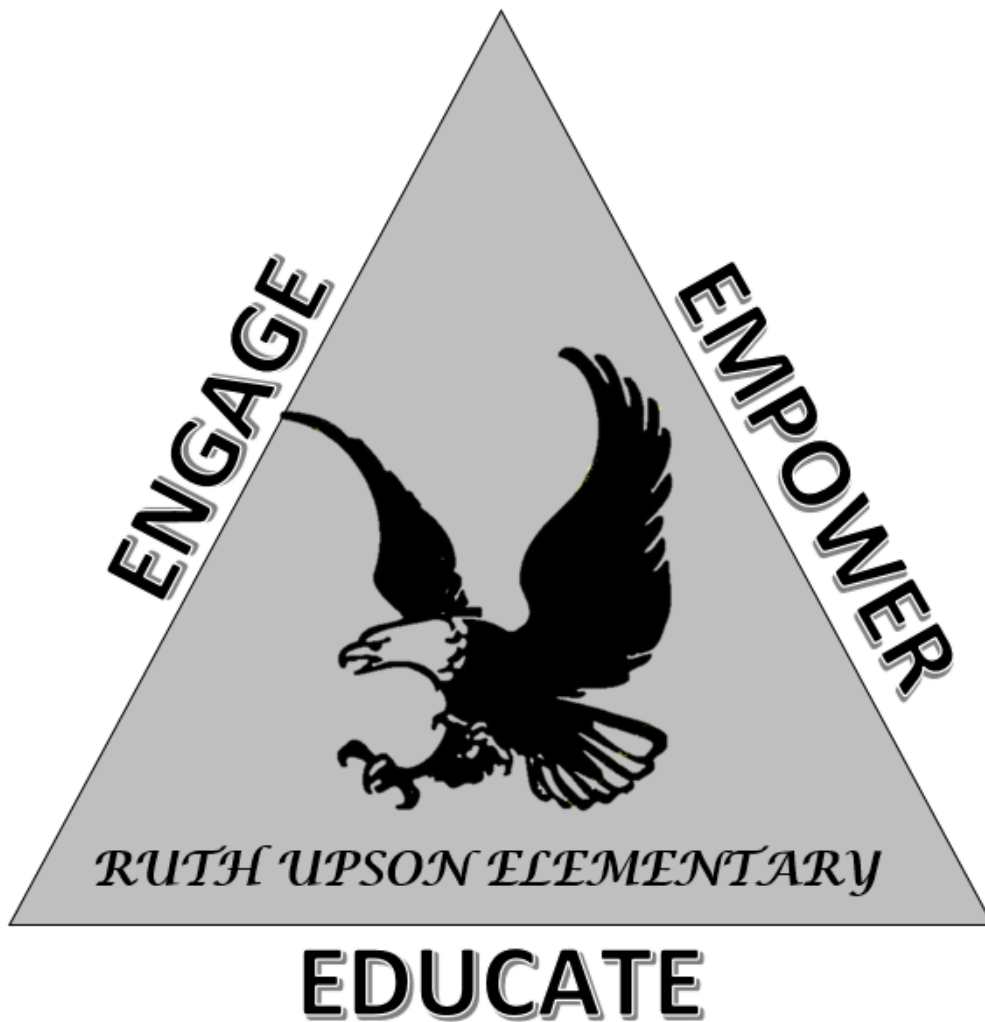


RUTH UPSON ELEMENTARY  
BEHAVIORAL GUIDELINES FOR SUCCESS



## Ruth N. Upson Elementary

### School – Wide Classroom Management Plan

#### CHAMPs

CHAMPs is a District adopted approach to classroom management. CHAMPs is designed to be a positive and proactive way for teacher to set up behavioral expectations in their classroom. Behavioral expectations for Resource, the Hallways, Dining Room, and Playground areas will also be implemented using CHAMPs in order to provide continuity and continued success for the children.

In addition to CHAMPs, some teachers may use the following approved techniques in managing behavior in their classrooms:

#### Grade K-2 System

- ✘ A system will be posted in each K-2 classroom.
- ✘ The system will allow students to move through sequential behavior interventions.
- ✘ Each card represents a sequential behavioral intervention:
  1. Red- (100+) Outstanding!
  2. Orange- (100) Great Day!
  3. Yellow- (95) Good Day!
  4. Green- (90) Ready to learn!
  5. Blue- (80) Think about it!
  6. Purple- (70) Teacher choice!
  7. Pink- (60/below) Contact Parent/Not!
- ✘ A student will be required to move to a new color when he or she chooses not to meet the Ruth N. Upson Behavioral Guidelines for Success.
- ✘ The system will be in effect throughout the school for all K-2 classrooms including all resource classes (music, art, P.E., media, science), the dining room, and the playground. Students who choose not to meet the Behavioral Guidelines for Success while in these areas will be required to move a clip upon returning to class.
- ✘ Students who consistently choose not to meet the Behavioral Guidelines for Success will be subject to loss of privileges.
- ✘ Each color move has a point value assigned to it. Points are recorded daily and averaged at the end of each marking period to determine each student's conduct grade.
- ✘ Students will move back to "green" at the end of each day. Every new day will begin on a positive note.

#### Grades 3-5 Conduct Card/Point Chart

- ✘ The point system is based on 100 possible points.
- ✘ The points system is designed to monitor individual student behavior for one week at a time.
- ✘ The point system will be in effect throughout the school for 3-5 classrooms including all resource classes (music, art, P.E., media, science), the dining room, and the playground. Students who choose not to meet the Behavioral Guidelines for Success while in these areas will lose points.
- ✘ Students begin at 100 points and lose points for behavioral infractions over the course of the week.
- ✘ At the end of the week, the student's behavior grade corresponds to the number of points they have earned (90-100= A, 80-89= B, 70-79= C, 60-69= D, 59 and below= F).

**Ruth N. Upson Elementary**  
**School – Wide Behavioral Guidelines for Success**

Ruth N. Upson students are expected to maintain the following Behavioral Guidelines for Success throughout the school day:

**School-wide and Classroom Guidelines for Success**

Here at Ruth Upson Elementary our Upson Eagles **S.O.A.R. to success**

- S - Self-Control** (examples: Be patient, stay seated, hands and feet to self, make good choices, play fair, wait your turn.)
  
- O - On-task** (examples: Be an independent thinker, go directly to your destination, walk to and from playground, follow directions, do your business and get right back to class.)
  
- A – Acceptance** (examples: Listen to others, be a cooperative learner, include others, treat others the way you want to be treated.)
  
- R - Respect** (examples: Be on time, avoid interrupting, use manners, respect others' choices and personal space, be kind.)

...all equal SUCCESS!

**Daily Affirmation**

**I am a PROUD Ruth N. Upson Eagle.**

**I can LEARN Anything!**

**I can Know Anything!**

**I can BE Anything!**

**Commitment and High Standards**

Ruth N. Upson elementary is a standards-based learning community with high academic and behavior standards. Teachers, administrators, and staff members take an interest in the personal goals, achievements, and problems of our students. We support our students in their academic and social development. We are committed to the principle that all children can learn and are capable of exemplary behavior. Strict adherences to the following standard will promote this desired outcome.

**A Partnership for Maintaining High Standards**

Teachers have the primary responsibility for constructing and maintaining a positive classroom environment with clearly defined standards and opportunities for practice in decision-making and problem-solving skills. The goal is to help our students learn independence and responsibility for their own behavior. In order to maintain school-wide behavioral standards, teachers are empowered to direct students through a progressive plan that incorporates a variety of interventions including

consistent classroom management, behavioral counseling, in-class time out, temporary removal from the classroom, and suspension. Students' right to due process will always be safeguarded.

A key element to the success of maintaining high behavioral standards is **parent participation and support**. You will be contacted early and often in the intervention process. You will be strongly encouraged to attend problem-solving meetings and will be invited into the classroom to work alongside of the classroom teacher to assist your child in meeting our behavioral expectations. A strong partnership between you and the learning leaders here at Ruth N. Upson will greatly increase the chances of success for your child.

### **Ruth N. Upson Elementary School – Wide Behavioral Interventions**

#### **Referrals:**

After three teacher interventions related to the same Class I Offense (student-teacher conference, time out, phone call home, behavioral contracts, etc.) students will be referred to an administrator or the guidance counselor for further interventions as follows:

**1<sup>st</sup> referral:** Counseling/Warning and phone call to parent

**2<sup>nd</sup> referral:** In-school suspension/counseling for remainder of day **AND** mandatory in school parent conference before student can return to school **OR** work detail **OR** after school administrative detention.

**3<sup>rd</sup> referral:** Suspension from school from **one to three days**.

**4<sup>th</sup> referral:** Suspension from school for **two to five days**.

#### **Duval County Code of Student Conduct**

All Ruth N. Upson Elementary students are held accountable to the **Duval County Code of Student Conduct**. Class II, III, and IV violations will be referred to administration on the first offense. Class II and III violations include battery, fighting, stealing, weapon possessions, etc., and will normally result in suspension. Class IV violations include aggravated battery, alcohol or drug possession, arson, etc., and will result in automatic recommendation for placement at an alternative school for students with severe discipline problems. Students' right to due process will be observed at all times. The complete Duval County Code of Student Conduct is available online at <http://www.duvalschools.org/Page/9868>.

#### **Attendance Standards**

Students with five unexcused absences within a month will be referred to the district's School Social Work Services. Students with ten or more absences within a 90-day period will be referred to the State Attorney's Truancy Arbitration Program.

## **Tardy Students**

Students with eight tardies within a single grading period will be referred to an administrator. All additional tardies will result in further interventions or referral to the State's Attorney's Office for attendance intervention.

## **Ruth N. Upson Elementary Rewards and Incentives**

It is the ultimate goal of each learning leader at Ruth N. Upson Elementary to teach your child to internalize positive and productive behaviors. We would like your child to grow to believe that simply being a risk taker, showing compassion, exhibiting excellence, having integrity, self-confidence, determination, and compassion will bring its own reward. In order to create an environment for this to take place, we go out of our way to accentuate and recognize positive behavior. Following are some of the rewards and incentives that we offer to encourage high behavioral standards.

### **Grade Level & Classroom Incentives**

Teachers will reward students who consistently meet Ruth N. Upson Behavioral Guidelines for Success with a variety of special treats including books, school supplies, free time, and lunch with the teacher, etc. Teachers may also choose to highlight and reward positive students each week, month, or grading period.

### **Lunch with Principal or Assistant Principal**

Students who consistently choose to meet Ruth N. Upson Behavioral Guidelines for Success will be treated to periodic lunches with Mrs. Roberts-Graham or Mr. Royal.

### **Dining Room Incentives**

Classes that consistently choose to meet Ruth N. Upson Behavioral Guidelines for Success will be given acknowledgement and/or rewards by the cafeteria staff and the administration. The Dining Room procedures and expectations will be reviewed with your child by his or her teacher.

# Hallway

## Rituals and Routines

<p>C</p> <p>Conversation</p>	<p>Voice Level 0</p> 
<p>H</p> <p>Help</p>	<p>Raise Your Hand if you need help</p> 
<p>A</p> <p>Activity</p>	<p>Reading</p>
<p>M</p> <p>Movement</p>	<p>No Movement</p>
<p>P</p> <p>Participation</p>	<p>Follow all directions the first time they are given</p>
<p>S</p> <p>Success</p>	<p>Be Good and Learn New Things!</p> 

# Transitioning

## Rituals and Routines

<p>C</p> <p>Conversation</p>	<p>Voice Level 0</p> 
<p>H</p> <p>Help</p>	<p>Raise Your Hand if you need help</p> 
<p>A</p> <p>Activity</p>	<p>Transition</p>
<p>M</p> <p>Movement</p>	<p>Walking and please keep your hands and belongings to yourself.</p>
<p>P</p> <p>Participation</p>	<p>Follow all directions the first time they are given</p>
<p>S</p> <p>Success</p>	<p>Be Good and Learn New Things!</p> 

# Dining Room

## Rituals and Routines

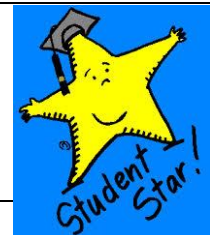
<p>C</p> <p>Conversation</p>	<p>Voice Level 1</p>  <p>Whisper Voice</p>
<p>H</p> <p>Help</p>	<p>Raise Your Hand if you need help</p> 
<p>A</p> <p>Activity</p>	<p>Eat you lunch with good table manners</p>
<p>M</p> <p>Movement</p>	<p>No Movement once seated</p>
<p>P</p> <p>Participation</p>	<p>Follow all directions the first time they are given</p>
<p>S</p> <p>Success</p>	<p>Be Good and Learn New Things!</p> 



# Restroom

## Rituals and Routines

<p>C</p> <p>Conversation</p>	<p>Voice Level 0 (unless speaking with monitor, then use Level 1)</p>
<p>H</p> <p>Help</p>	<p>See the monitor or the first staff member</p>
<p>A</p> <p>Activity</p>	<p>Flush the toilet and wash hands before returning to class</p>
<p>M</p> <p>Movement</p>	<p>Walk carefully and leave the restroom better than you found it.</p>
<p>P</p> <p>Participation</p>	<p>Follow all directions the first time they are given</p>
<p>S</p>	<p>Be Good and Learn New Things!</p>



Success	
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# Voice Levels

**VOICE LEVELS**

4	Outside voice	
3	Strong Speaker	
2	Table Talk	
1	Whisper	
0	No Talking	

  
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## Behavioral Guidelines for Success Signature Page

Dear Parents,

It is with pleasure that we welcome you and your child back to school. We have very high expectations for an exciting and productive school year. In order to provide your child with a safe school climate that promotes high academic achievement, we have developed the attached School-Wide Behavioral Guidelines for Success. These Behavioral Guidelines for Success will be in effect at all times. In addition to the Behavioral Guidelines, we have created a daily affirmation that students will repeat daily.

As the major stakeholder in your child's education, it is essential that you take an active role in working with us to best educate your child. We have already started saying the affirmation and discussed our Behavioral Guidelines for Success with your child, but we ask that you review them with him/her before signing and returning the form below. Please return the form within the first week of school.

Thank you for your support.

Sincerely,

Faith Roberts-Graham, Principal

Tess Nettles, Assistant Principal

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I have Read the Ruth N. Upson Elementary School-Wide Behavioral Guidelines for Success, discussed them with my child, and agree to support the guidelines.

Parent/Guardian's Signature \_\_\_\_\_

Child's Signature \_\_\_\_\_

Teacher \_\_\_\_\_

**PLEASE SIGN AND RETURN TO YOUR CHILD'S TEACHER**