

The Capitol Encore Academy

Behavior Matrix

Expectations	Café	Restrooms	Hallway/Stairs	Recess (outside)	Dismissal	Arrival
I am Safe	I walk carefully to avoid spills and bumping into friends. I clean up my spills. I stay in my seat.	I wash my hands with soap and water. I report any issues to my teacher.	I stay with my class or buddy. I walk on the right side of the hallway or stairs. I keep my hands and body to myself. I let the younger grades have the right of way.	I look both ways before crossing the street. I use equipment as instructed by adults. I remain in eyesight of staff. I talk only to staff and peers. I keep my hands and body to myself.	I wait for an adult to cross the street. I walk carefully (no running). I am aware of others around me.	I follow instructions. I walk carefully (no running). I proceed directly to my classroom or the café.
I am Responsible	I follow lunch procedures. I check the floor around my seat and pick up any dropped food or items before leaving. I follow directions from lunch staff.	I walk directly to the restroom and directly back to my classroom. I use the minimum number of paper towels & toilet paper.	I take care of my school by picking up trash. I am a good role model. I use finger waves only. I follow directions from staff.	I clean up after myself. I follow directions from recess staff.	I know my dismissal route before arriving at school (car or walker). I stay with my assigned teacher. I have all materials packed and ready to go. I pay attention to dismissal calls.	I bring all of my materials with me.
I am Respectful	I keep my voice at a level 0 during "Think and Eat Time" and at a level 2 for the rest of lunch. I raise my hand for help. I say please and thank you to my friends and the staff. I eat my own food and no one else's.	I respect learning by whispering or using a voice level 1. I flush, clean up, and dry off areas I use. I respect the privacy of others (one person to a stall and no peeking).	I use a voice level 0. I respect the art displays by not touching them. I face forward. I accept my place in line.	I use a voice level no louder than 4. I include others. I share equipment. I use kind words.	I use a voice level 0. I raise my hand for help. I keep my hands and body to myself. I listen for directions. I practice patience.	I use a voice level 1. I keep my hands and body to myself. I practice appropriate hallway behavior.