

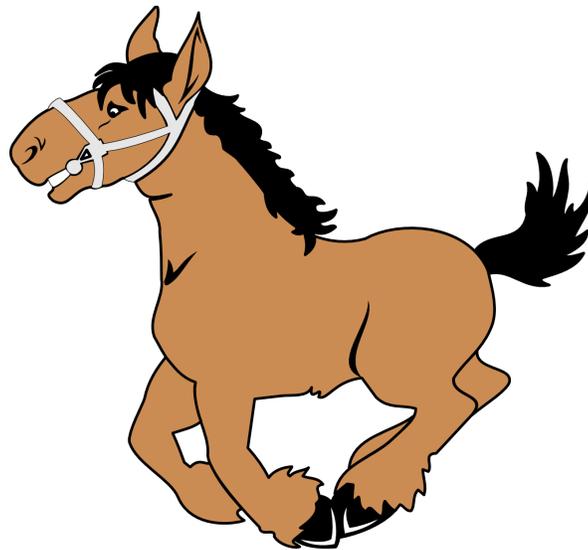
Name _____

Class _____



Bronco Guide for Students

**Bronxville Elementary School
2019-2020**



Includes The Bronxville Promise, PBIS information,
and Code of Conduct summary for students

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Our Promise to You

The grown-ups of The Bronxville School have made a pledge to help you learn and grow...

To **innovate**, discover, and create;
To make something new from what you know.



To find your voice and communicate clearly,
in order to **lead** with passion and persistence.



To **think critically**, explore nature, history, and culture;
To gain the understanding and courage
to change.



To collaborate and **serve**;
To engage in the world around you
and make it a better place.



Becoming Leaders and Engaged Citizens

Our school has three important expectations that we call the **Be3**:

- ★ **Be Respectful**
- ★ **Be Responsible**
- ★ **Be Safe**

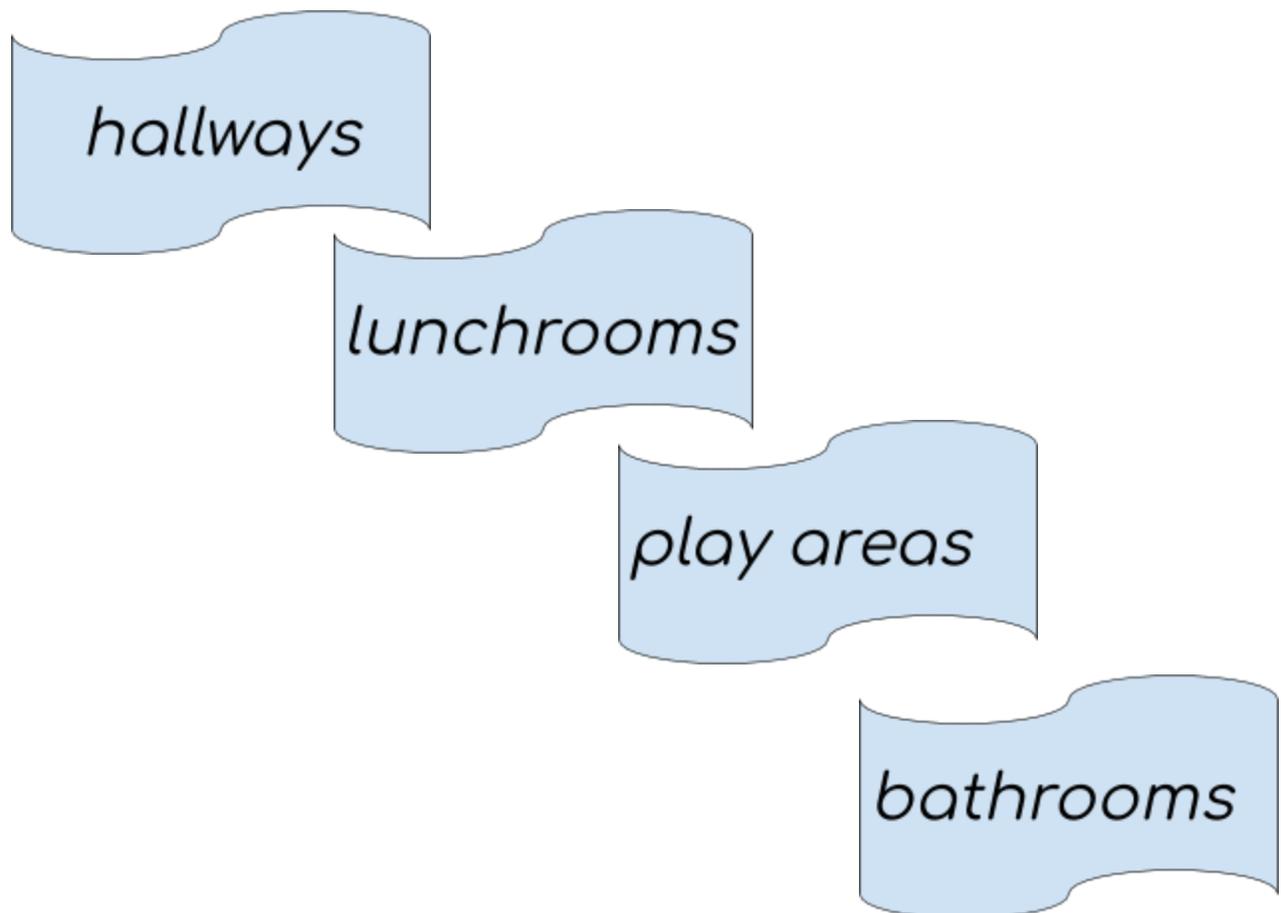
*I act **respectfully** when I show kindness and consideration. I pay attention to how people are being treated, and I treat others how I would like to be treated.*

*I act **responsibly** when I come to school ready to learn. I also speak up or do something when I notice unfairness, and I know how to get help in order to do this. I do not let others convince me to go along with something that seems unjust.*

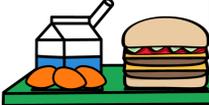
*I act **safely** when I behave in ways that keep myself and others from harm.*

Be3 in Different Areas of Our School

Sometimes it is hard to know exactly what respectful, responsible, and safe behavior looks like in different areas of our school. The chart on the following page explains how to show Be3 behavior in our....



Be3 Expectations

	Hallway	Lunchroom	Play Area	Bathroom
				
<p>Be Respectful</p> <p>Show kindness and consideration</p>	<ul style="list-style-type: none"> -Walk on the right side of hallway - Remain silent: Level 0 -Walk in a straight line, directly behind the person in front of you -Join at the end of the line unless you are line leader 	<ul style="list-style-type: none"> - Use a soft voice: Level 1 - Follow lunch teachers' instructions - Greet and thank cafeteria staff by name -Use kind language 	<ul style="list-style-type: none"> -Share equipment -Play fairly; take turns - Use kind language 	<ul style="list-style-type: none"> -Give others privacy -Flush the toilet -Use a soft voice: Level 1
<p>Be Responsible</p> <p>Make good choices and come to school ready to learn.</p>	<ul style="list-style-type: none"> -In groups of more than two, walk in single file - Go directly to your destination 	<ul style="list-style-type: none"> - Focus on eating first - Clean up after yourself - Use table manners 	<ul style="list-style-type: none"> -Solve conflicts peacefully -Take a knee and freeze when the whistle is blown -Clean up quickly 	<ul style="list-style-type: none"> -Keep bathroom clean -Wash hands with soap and water -Return promptly to class when finished
<p>Be Safe</p> <p>Act in ways that keep you and others from harm</p>	<ul style="list-style-type: none"> - Always walk carefully - Keep hands and feet to yourself 	<ul style="list-style-type: none"> -Hands, feet & objects to self - Eat your own food - Raise hand for permission to be excused 	<ul style="list-style-type: none"> -Use equipment appropriately - Stay in play areas during recess time 	<ul style="list-style-type: none"> -Keep water in the sink -Place paper towels in the garbage - Walk carefully

What Happens When You Follow the Be3 Rules?

*It is important to follow the **Be3 Rules** so that our school is a safe and calm place where all children can learn.*



When you show respectful, responsible and safe behavior, you will feel good inside about helping yourself and our school. In addition, the grown-ups in the school will find ways to compliment you for your excellent behavior.

- Someone might hand you a Be3 sticker to show how much your actions are appreciated. You can wear your sticker or put it in your take-home folder. Your teacher will also add a star to the Be3 Class Chart based on your positive behavior.
- Sometimes you will receive a special Be3 Bronco Card (along with a sticker) that explains exactly what you have done well for behavior that goes above and beyond expectations. You will be able to take home the card to share with your parents.
- Every two months, we will have an assembly and honor those students and classes that have shown themselves to be outstanding Be3 Leaders.

B3 Bronco Card	
Name: _____	Grade: _____
Teacher: _____	
I was	
<input type="radio"/> Respectful	
<input type="radio"/> Responsible	
<input type="radio"/> Safe	
My behavior: _____	

What Happens When You Do Not Follow the Be3 Rules?

At some point while you are at school, you might forget or choose not to act respectfully, responsibly or safely.

Step 1: Reminder

- A teacher or other grown-up in the school will remind you to follow the Be3 Rules. (Hopefully, a classmate will remind you first!) If the problem involves a classmate, the teacher will help you talk things through with that person.

Step 2: Time Out

- If you need a second reminder within a short time, your teacher will ask you to take a 5 minute timeout to think about better decisions.

Step 3: Reflection Form and Parent Contact

- If that same behavior continues, your teacher will have a short conference with you and together you will fill out a reflection form. The form will help you think through your decision and write about better choices.
- It will be important for you to take the form home and talk to your parents about what happened. Bring the signed form back to school the next day and give it to your teacher.



A Law About Respecting Others: DASA

The lawmakers in New York State decided that treating others respectfully at school is so important that it should be made into a state law. The law is called **Dignity for All Students Act**, or DASA for short. One reason the law was written was because some students were being teased about their religion, or how they looked, or difficulties they had learning to read and write. Now all schools in New York State need to make sure that there are rules in place, such as **Be3**, so that students understand how to treat one another with respect and kindness. If others are not treating you respectfully, be sure to tell your classroom teacher, lunch teacher, Mrs. Murray, Ms. Laitman, or any other adult that works in our school.

Student Rights and Responsibilities: As a Bronxville Elementary School student, you have both rights and responsibilities. A “right” is what you can expect from the school and a “responsibility” is what the school can expect from you. Here are some important rights and responsibilities:

- ★ Right: Free education
- ★ Responsibility: Come to school every day on time and ready to learn

- ★ Right: Use of the school building and play areas
- ★ Responsibility: Act in a safe manner in the building, on the playground and on the fields; take responsibility for keeping the school clean so that others can use it as well

- ★ Right: Learn in safe and calm school environment that focuses on positive behavior; no one is allowed to make fun of you because of your religion, race, weight, nationality, disability, or gender (whether you are a boy or girl).
- ★ Responsibility: Treat others respectfully by keeping your hands and feet to yourself. Do not tease or use mean language, either in person or electronically

School Procedures

Arrival

- Arrive at school by 8:25. If you come after 8:30, please go to the office for a late pass.

Dismissal

- If you need to leave before dismissal time, your mother, father or caregiver will need to come to the office to sign you out. Your teacher will be called and you can then walk down to the office with your backpack and jacket.

Cell Phones

- If you bring a cell phone to school, it must stay off and in your locker during the school day.

The Health Office

- When you do not feel well, or if you get hurt, tell your teacher. Your teacher will give you a health office pass. When your teacher sends you to the Health Office, go directly there with a classmate.
- If you feel you need to go to the nurse when lunchtime is over, wait until you are back in your classroom and tell your teacher. She or he will then send you to the health office with a buddy.



Lunch and Recess

RESOLVING CONFLICTS PEACEFULLY

Different Kinds of Arguments Mean Different Kinds of Solutions

A Disagreement over a Game Call

Sometimes you and your friends will get into an argument during recess. If the argument centers around what happened during a game, for instance whether or not someone is out, then solve it quickly using “**Rock, Paper, Scissors**”. Do not spend time arguing or having a do-over. When you resolve a game call argument with “Rock, Paper, Scissors”, no time is wasted and you can get right back to playing and having fun!

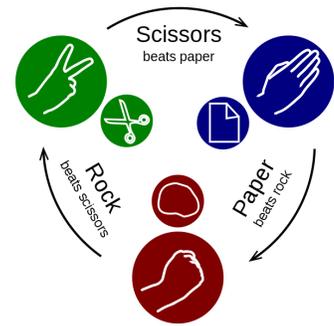
A Friendship Conflict

If the argument is more complicated, you need to **talk things through** and find a solution together. For instance, a classmate might tell you that his feelings are hurt because he feels he was left out of a game. Use “**I messages**” to express how you are both feeling, then work together on finding a “**win-win**” solution. Your teachers will explain and help you practice these strategies in class.

Of course, if a problem seems too difficult for you and your classmates to solve on your own, **ask a teacher for help!**

Clothing and Recess

- Be prepared to go outside every day for recess by wearing or keeping sneakers in your locker. Also, be sure that you have the correct outerwear for the weather. Even if it is raining when you come to school, there is a chance that the sky will clear up by recess time! Remember that we will go outside in the cold weather if the “Real Feel” is 20 degrees or above. When the weather gets warmer, we will stay inside if the “Real Feel” temperature reaches 95 degrees or above.



Recess Rules for Specific Activities

Team Sports: Kickball, Soccer, Football

Pick 2 captains

Use the 21st finger counting process:

- Everyone who wants to be a captain stands in a circle.
- On the count of 3 each person using one hand, holds out 1, 2, 3, 4, or 5 fingers.
- Start counting fingers in order around the circle. Whoever has the 21st finger is a captain.
- Repeat the process one more time to get the other captain.

Pick 2 teams

- The first captain selected divides everyone who wants to play into 2 EQUAL teams.
- The other captain chooses which team they would like to play on.

HINT : It is in the best interest of the first captain to divide the teams as equally as possible since they do not get to choose which team they are going to be playing on.

Other Rules

- No more than 8 players per side.
- Every member of the team has to touch the ball at least once during the game.

Imagination Playground Blocks

- **“Take two, build blue!”** Take 2 blocks at a time, build, then get 2 more.
- No standing or jumping off of stacked blocks.
- No using ropes or hula-hoops with the blocks.
- No throwing the blocks or balls.
- No hitting the balls with the blocks.

GaGa

Object of the Game: To be in the **final two**, one of the **last two** remaining players in the pit!

Maximum Number of players: 25 **Equipment:** One bouncy ball

1. The game begins with all players touching a wall with one foot. One player throws the ball into the center and as it bounces on the ground three times, players chant "Ga-Ga-Ga!". If a player removes his or her foot from the wall before the chant is over, he or she is out.
2. After the third bounce and the third "Ga" is said, the ball is in play. Using an open hand, players hit the ball and try to have it touch another player below the knees. If the ball hits a player at or below the knees, that player is eliminated. If the ball hits another player above the knees, the player who hit the ball is eliminated.
3. A player can hit the ball with his/her open hands, but picking up the ball and throwing it at a player is not allowed.
4. If a player hits him/herself with the ball, accidentally or otherwise, that player is eliminated.
5. A player may not hit the ball out of the pit. The penalty for breaking this rule is assigned to the last player to touch the ball before leaving the pit, rather than to the original hitter.
6. If the ball goes out, it needs to be served again- with the three bounces (Ga-Ga-Ga) before play restarts.
7. No player may hit the ball twice in a row, unless the ball comes into contact with the wall or another player between touches. (If the player hits the ball twice in a row, she/he is eliminated.)
8. No using the wall to jump ("Spiderman Jumps").
9. When down to the final five, the wall becomes a, "ring of fire"! Anyone touching the wall with any part of the body is eliminated.
10. If a player is out and catches the ball on the outside, he/she is allowed back in.
11. No crouching down for more than 3 seconds unless hitting the ball.
12. Once the game gets down to 2 players, everyone goes back into the pit to begin again!

This game uses the "Spirit of the Game" honor system. If a player is out, he or she says, "Out" and MUST leave the pit and stand on the outside.

Community Members Help Us Learn about Be3

Detective Billy Carroll

Detective Carroll of the Bronxville Police Department visits our school during the course of the school year. He teaches all kindergarten, first and second grade students how to act safely around strangers.



Detective Billy Carroll,
Bronxville Police Department

Mrs. Lilly Neuman

Mrs. Neuman is from the Maxwell Institute, part of St. Vincent's Hospital in Westchester. She visits each class (grades 4 and 5) to teach students about making good choices. Each grade has a different focus:

- 4th Grade - Smoking Prevention
- 5th Grade - Alcohol Abuse Prevention

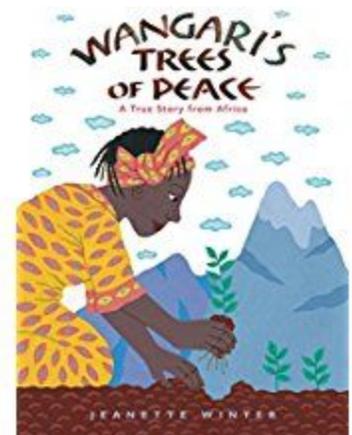
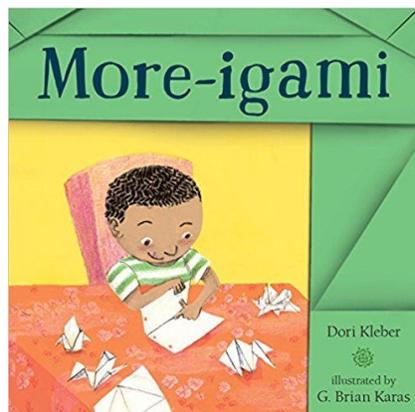
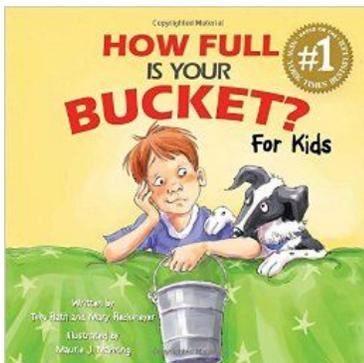
Teachers Help Us Learn About Be3

In class, your teachers will be helping you think about what it means to be a good friend, and how best to act respectfully, responsibly and safely in all different kinds of situations. You will also learn how to be a good citizen and leader of our school, town, and global community!



Here are a few ways your teachers will help you learn and practice these important ideas:

- ★ Develop a class set of rules with your classmates
- ★ Discuss the importance of class jobs and responsibilities
- ★ Read thought-provoking books and articles
- ★ Lead class discussions about books and articles, as well as events that happen in school and in the world around us
- ★ Help you and your classmates role-play (act out) challenging situations to practice how you might handle yourself in similar situations



A Tour Through School with the Be3 Bronco

Once you have learned about the Be3 Rules for each area, you will receive a Be3 Sticker to put on the chart!

<p style="text-align: center;"><u>Hallway</u></p>	<p style="text-align: center;"><u>Lunchroom</u></p>
<p style="text-align: center;"><u>Bathroom</u></p>	<p style="text-align: center;"><u>Play Area</u></p>

Notes and Reflections Page

Chromebook Guidelines for Students in Grades 2-5

The document provides expectations for all students and teachers on using and caring for the Chromebooks in our school community.

When you are using your Chromebook:

- Please be respectful when using the Chromebook. Sign out of the Chromebook and return the Chromebook in proper condition for the next user. Please do not change the settings (screen color, orientation, keyboard language, etc.)
- The Chromebook may only be used to access websites and files that apply to your classroom learning. It should not be used for non-school activities like personal messaging or non-educational games.
- You must follow all directions given by your teacher or other staff members about when you may have your Chromebook out, turned on, and open. You must also follow their directions about which files and apps you may have open.
- You should only share files when you have your teacher's permission.
- The Chromebook should only leave the classroom with teacher permission. When carrying the Chromebook, close it, use two hands, and hold it close to your body.
- You may not take pictures or videos of anyone at school and share them without teacher permission.
- Return and plug in your Chromebook to an open slot with the corresponding number.
- Keep food and beverages away from the Chromebook.
- Please do not place the Chromebooks on the floor when you are not using them. The Chromebooks should remain on desks and tables.
- Be respectful of other people's privacy. Do not login as someone else.
- Do not share your password.
- You must follow all class, school, and district rules, including the District Acceptable Use Policy.

Be a good Digital Citizen! Having your own Chromebook to use is a privilege. If you do not follow class, school, or district rules, you will lose Chromebook privileges and receive other possible consequences appropriate to the situation and at the discretion of your teacher and administrators.

Student Signature: _____

Date: _____ **Teacher:** _____

Bronco Guide Return Form

After you have read and discussed this book with a parent and/or teacher, please fill out the form below. Then, gently remove this paper from the back of the book and give it to your teacher.

I have read this book with my parent and/or teacher.

Signed,

My Name (Name of Student)

Teacher's name and grade level

Parent Signature (If read with parent)