

**SPRUCE MOUNTAIN PRIMARY SCHOOL
PBIS HANDBOOK**

BUCKET FILLER CODE:

BE KIND

BE SAFE

BE RESPECTFUL

BE RESPONSIBLE

AT SMPS WE WILL BE:

**KIND TO EACH OTHER
SAFE AT WORK AND PLAY
RESPECTFUL IN WORDS AND ACTIONS
RESPONSIBLE FOR OUR LEARNING AND BEHAVIORS**

Expected Outcomes of PBIS:

- Consistency in behavioral expectations
- Consistency in approach to behaviors
- Consistency in follow-through
- More positive climate for all
- Carry over to bus and other areas of school
- Fewer absences/better attendance
- Increased instructional time
- Decreased problem behaviors
- Higher student achievement
- Students and staff with want to come to school

Bucket Filler Procedure

- All staff will receive bucket filler tickets and a small bucket for the classroom.
- As staff sees students following the “bucket filler code”, they give out the tickets to the students with a specific verbal comment about the behavior they see.
- The students will place the tickets into their own classroom buckets.
- When the bucket is full, a student may take it to the office during the morning announcements, dump the tickets into a larger office bucket, announce their class’s accomplishment and receive a badge for their classroom door.
- Within two days of filling the classroom buckets, teachers will have a small classroom celebration. (See suggestions below)
 - Hat day
 - Bring a stuffed animal day
 - Free reading period
 - Classroom craft
 - Coloring pages
 - Theme day
 - Bank it for a bigger event
 - The possibilities are endless
- When the larger bucket in the office is filled, a school-wide celebration will be held.

When our PBIS bucket is full (located in the main office) the PBIS Committee determines a school-wide activity. Should any student receive three (3) or more Behavioral Slips from one school-wide PBIS activity to the following PBIS school-wide activity, that student does not participate in the current school-wide PBIS activity. Once the current school-wide PBIS activity is complete, the student not participating due to three (3) or more slips begins the process with zero (0) slips.

BUCKET FILLER PLEDGE

I'm a Bucket Filler
Each and every day
Kind things I do
Kind things I say.
And I do my best
Not to ever dip
And I say, "I'm sorry"
If I ever slip.



	BATHROOM	HALLWAY/ STAIRWAY	CAFETERIA	PLAYGROUND
BE KIND	Use kind words.	Walk around, not through, when there is a conversation.	Assist classmates with opening packages, cartons etc. Use kind words. Use please and thank you.	Invite others to play. Share equipment. Allow everyone to play. Take turns. Be an upstander.
BE SAFE	Wash and dry hands. Keep hands to yourself. Put paper towels in the trash.	Walk on the right side at all times. Face forward when walking.	Remain seated and facing forward. Eat your <u>own</u> lunch. Clean up your area/floor. Walk at all times.	Wear appropriate clothing. Only closed-toe shoes on structures. Use equipment appropriately. Stay in designated areas. Be aware of people around you.
BE RESPECTFUL	Give privacy. Use quiet voices.	Use quiet voices. Maintain your place in line. Respect personal space and property. Be respectful to others.	Talk quietly and use inside voices. Use table manners. Listen to adults. Respond politely.	Follow teacher's directions. Respect personal space. Stand in line quietly to enter and exit the building. Respect others property. Use appropriate language.
BE RESPONSIBLE	Flush the toilet. Leave the bathroom clean. Shut off faucet. Report problems to an adult. Take care of business in a timely manner.	Report any unsafe behaviors or concerns to an adult.	Quiet when lights go off. Follow directions. Fill each table until it is full. Raise your hand for assistance. Clean up your things. Pick up after yourself. Wait to be dismissed to dump and line up quietly.	Accept consequences without arguing or complaining. Report issues to the duty teacher. Follow the rules of the game.

PBIS LESSON PLANS

- Administer each plan within the first two weeks of school.
- This will be discussed during the first staff meeting.

Spruce Mountain Primary School Expectation Lesson Plan

Be Kind Be Safe Be Respectful Be Responsible

Area: **Playground**

Time Allotted: 15-20 minutes

Materials Needed: None

Review Expectations

Objective: Students will use the **playground** appropriately.

BE Kind	BE Safe	BE Respectful	BE responsible
<ul style="list-style-type: none">• Invite others to play.Share equipment.Allow everyone to play.Take turns.Be an upstander.	<ul style="list-style-type: none">Wear appropriate clothing.Only closed-toe shoes on the structure.Use equipment appropriately.Stay in designated areas.Be aware of people around you.	<ul style="list-style-type: none">Follow teacher's directions.Respect personal space.Stand in line quietly to enter and exit the building.Respect the property of others.Use appropriate language.	<ul style="list-style-type: none">Accept consequences without arguing or complaining.Report issues to the duty worker.Follow the rules of the game.

Discuss and Model Positive Examples:

- Exit building quietly
- Play nicely with others
- Invite others to play
- Discuss appropriate clothing and footwear
- Discuss appropriate use of the equipment
- Discuss role of an upstander
- Pick up equipment and put it away in designated areas
- Line up and enter quietly following hallway and stairway rules

Discuss and Model Negative Examples (choose a few examples)

- Running down stairs, hallway and out the door
- Loud voices going to recess and coming in
- Excluding others
- Monopolizing playgroups
- Unsafe use of equipment-climbing on top of tunnel, jumping from top of slide/ladder
- Arguing with teacher, being disrespectful of others
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HAVE STUDENTS PRACTICE THE POSITIVE BEHAVIORS

CHECK FOR UNDERSTANDING:

- Who can show me how to...?
- What's an example of what you report to an adult?
- Name one responsibility you have while in the....

- Why is it important to...?

Spruce Mountain Primary School Expectation Lesson Plan

Be Kind Be Safe Be Respectful Be Responsible

Area: **Cafeteria**

Time Allotted: 15-20 minutes

Materials Needed: None

Review Expectations

Objective: Students will use the **cafeteria** appropriately.

BE Kind	BE Safe	BE Respectful	BE responsible
Assist classmates with opening packages, cartons etc. Use kind words Use please and thank you.	Keep hands to self in line, two feet on the floor. Use railing appropriately. Remain seated and facing forward. Eat your <u>own</u> lunch. Clean up your eating area/floor. Walk at <u>all</u> times.	Talk quietly and use inside voices. Use table manners. Listen to adults. Follow directions. Respond politely.	Follow the quiet rule what lights are turned out. Focus on eating your lunch. Fill in each table until it is full. Raise your hand for assistance. Clean up your things and pick up after yourself. Wait to be dismissed to dump and line up quietly.

Discuss and Model Positive Examples:

- Follow quiet rule when lights go out.
- Keep hands to self in line/appropriate use of railing
- Fill in each table until full
- Focus on eating lunch
- Use please and thank you
- Use table manners-chew with mouth closed, keep food in mouth, use utensils appropriately
- Raise hand for assistance from adults
- Pick up trash around you.

Discuss and Model Negative Examples (choose a few examples):

- Loud voices vs. quiet voices
- Fooling around in line and on railing
- Roaming about cafeteria without permission
- Inappropriate use of food, utensils and straws
- Leaving trash in your area
- Talking instead of eating your lunch

HAVE STUDENTS PRACTICE THE POSITIVE BEHAVIORS

CHECK FOR UNDERSTANDING:

- Who can show me how to...?
- What's an example of what you report to an adult?

- Name one responsibility you have while in the....
- Why is it important to...?

Spruce Mountain Primary School Expectation Lesson Plan

Be Kind Be Safe Be Respectful Be Responsible

Area: **Stairway**

Time Allotted: 15-20 minutes

Materials Needed: None

Review Expectations

Objective: Students will use the **stairway** appropriately.

BE Kind	BE Safe	BE Respectful	BE responsible
BE patient	Walk on the right side. Use the handrail. One step at a time. Face forward.	Use quiet voices. Maintain your place in line. Respect personal space.	Report any unsafe behavior or concerns to an adult.

Discuss and Model Positive Examples:

- Keep hands to yourself
- Use quiet voices
- Face forward.
- Walk on the right side.
- Maintain place in line.
- One step at a time.
- Be mindful of others.
- Report unsafe behaviors or concerns to an adult.

Discuss and Model Negative Examples (choose a few examples)

- Skipping stairs
- Jumping to the landing.
- Walking up backwards.
- Walking on mopboards.
- Sliding on the railings.
- Loud voices.

HAVE STUDENTS PRACTICE THE POSITIVE BEHAVIORS

CHECK FOR UNDERSTANDING:

- Who can show me how to...?
- What's an example of what you report to an adult?
- Name one responsibility you have while in the....
- Why is it important to...?

Spruce Mountain Primary School Expectation Lesson Plan

Be Kind

Be Safe

Be Respectful

Be Responsible

Area: **Restroom**

Time Allotted: 15-20 minutes

Materials Needed: None

Review Expectations

Objective: Students will use the **restroom** appropriately.

BE Kind	BE Safe	BE Respectful	BE responsible
Use kind words.	Wash and dry hands. Keeps to yourself. Put paper towels in the trash.	Give privacy. Use quiet voices. Wait quietly for your turn.	Flush the toilet when done. Leave the bathroom area clean. Shut off the faucet. Report any problem to an adult. Take care of business in a timely fashion.

Discuss and Model Positive Examples:

- Keep hands to yourself.
- Use quiet voices and kind words.
- Wait quietly for your turn.
- Give privacy.
- Take care of business in a timely manner.
- Flush the toilet when done.
- Wash and dry your hands (use one pump of soap, wash your hands, turn off the faucet, and three pulls of paper towel towels).
- Put paper towels in the trash.
- Leave the bathroom area clean.
- Report any problem to an adult

Discuss and Model Negative Examples (choose a few examples)

- Wetting hair.
- Standing in a group to get into restroom.
- Overusing soap and paper towels.
- Squeaking sneakers on the floor.
- Locking the stall and crawling out.
- Leaving paper towels in the sink.
- Throwing paper towels to make a basket.
- Yelling in the bathroom.
- Throwing paper towels on the floor.

HAVE STUDENTS PRACTICE THE POSITIVE BEHAVIORS

CHECK FOR UNDERSTANDING:

- Who can show me how to...?

- What's an example of what you report to an adult?
- Name one responsibility you have while in the....
- Why is it important to...?

Spruce Mountain Primary School Expectation Lesson Plan

Be Kind Be Safe Be Respectful Be Responsible

Area: **Hallways**

Time Allotted: 15-20 minutes

Materials Needed: None

Review Expectations

Objective: Students will use the **hallways** appropriately.

BE Kind	BE Safe	BE Respectful	BE responsible
Walk around, not through, when there is a conversation in the hallway.	Walk on the right side at all times. Face forward when walking. Follow the door policy.	Use quiet voices. Maintain your place in line. Respect personal space and property. Be respectful to others in the hallway and classrooms.	Report any unsafe behaviors or concerns to an adult.

Discuss and Model Positive Examples:

- Respect personal space and property.
- Face forward when walking.
- Use quiet voices.
- Be respectful to others in the hallways and classrooms.
- Walk on the right side at all times.
- Maintain your place in line.
- Walk around, not through, when there is a conversation in the hallway.
- Follow the door policy (only adults are allowed to open exterior doors to allow others in).
- Report any unsafe behaviors or concerns to an adult.

Discuss and Model Negative Examples (choose a few examples)

- Open the door for someone whose face you cannot see or who you do not know.
- Skipping, running, hopping, or stomping down the hall.
- Turning around in the line.
- Walking backwards.
- Running your hand along the wall or touching a class display as you walk by.
- Waving to your friend as you pass his/her class whose door is open.
- Someone stops to tie his/her shoe, so you take his/her place.
- Cut through adult conversations instead of going around them.
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HAVE STUDENTS PRACTICE THE POSITIVE BEHAVIORS

CHECK FOR UNDERSTANDING:

- Who can show me how to...?
- What's an example of what you report to an adult?
- Name one responsibility you have while in the....

- Why is it important to....?

Correcting/Addressing Problem Behaviors

- Praise others on task
- Check for understanding
- Non-verbal clues
- Proximity
- Change activity of location or activity (change environment)
- Re-state expectations
- Offer assistance
- Provide instruction on behavior
- Have conversation with student
- Follow up with parent
- Ask student what will help
- Model the appropriate behavior
- Offer choice
- Student self-monitoring
- Pause/wait
- Remind of the four expectations
- Goal setting