

Lakeview Elementary School Procedures

Before and After School

- CHFM (Control your hands, feet and mouth)
- Students are encouraged to arrive after 8:35 am
- Students may work, check out books or write AR quizzes in library, after 8:35 a.m.
- Students are allowed to put their backpacks in lockers with their teacher's permission.
- Students are welcome inside during inclement weather or with permission from their classroom teacher to work in the classroom.



Hallways

- CHFM
- Students will walk quietly down the right hand side of the hallway and go directly to their destination.
- Students will respond respectfully to adults.

Recess

- CHFM
- Dress for the weather.
- Students will go outside for fresh air, and return to class when the first bell rings.
- Use balls on the basketball court or to the East of the playground equipment.
- Play fairly and safely outside.
- Remove outside shoes at entrance, store them in lockers/boot racks and be seated in the classroom by second bell.

Resource Center

- CHFM
- Students may quietly work in the library after 8:35.
- Students need an adult supervisor present to use the computer lab.

Front of School

- Students will play in the playgrounds.
- Students will welcome guests to our school by not blocking the doorways.
- Use the sidewalk to get to their destination staying off the lawn and flower beds



Bathrooms

- CHFM
- Use sign in/sign out sheet in classroom during class time
- Use appropriate bathroom etiquette

Lunchroom

- CHFM
- Stay seated at your desk, use good manners, quiet conversation and eat your own lunch until bell rings
- Clean up your own eating area, when the bell rings.
- **Please note that we are a nut free school**

Bus lines

- CHFM
- Students will go to bus line a.s.a.p. after 3:30 p.m. bell rings
- Students will remain in bus line and need permission to leave

Assemblies

- CHFM
- Observe and follow a raised hand signal for quiet and show a 3 behavior
- Practice good body language, listening skills and good audience etiquette



Student Phone

- The student phone is for students who have important information to pass on to their parents/guardians
- Students will line up quietly to use the phone and need a phone pass and permission from a teacher