



# Hornet Habits

How we are  
**SWARMING**  
at the Grove



	Respectful	Kind	Safe	Responsible
Classroom	<ul style="list-style-type: none"> <li>• Use appropriate language</li> <li>• Be respectful of others during independent work time</li> <li>• Have a positive attitude</li> <li>• Be patient</li> <li>• Respect other's ideas</li> <li>• Address peers and staff appropriately</li> <li>• Ask Permission to leave</li> <li>• Be respectful of other during independent work time</li> </ul>	<ul style="list-style-type: none"> <li>• Offer help when appropriate</li> <li>• Speak kindly to others</li> <li>• Tell the truth</li> <li>• Encourage others to speak kindly to one another</li> <li>• Listen while others are talking</li> </ul>	<ul style="list-style-type: none"> <li>• Sit Properly</li> <li>• Use materials appropriately</li> <li>• Push in chairs and walk</li> <li>• Throw all trash away</li> <li>• Be aware of objects and people around you</li> <li>• Walk</li> <li>• Keep aisles clean</li> </ul>	<ul style="list-style-type: none"> <li>• Keep cell phones away and off</li> <li>• Restroom breaks are to occur before entering the classroom</li> <li>• Be on time</li> <li>• Clean up after yourself</li> <li>• Have all materials for class</li> <li>• Complete all work</li> <li>• Ask questions if need help</li> <li>• Alert an adult if something is wrong</li> </ul>
Cafeteria	<ul style="list-style-type: none"> <li>• Use appropriate indoor voice levels at all times</li> <li>• Use appropriate tone and volume</li> <li>• Use appropriate language</li> </ul>	<ul style="list-style-type: none"> <li>• Use table manners</li> <li>• Help others when needed</li> <li>• Encourage others to speak kindly to one another</li> <li>• Thank custodial and cafeteria staff</li> </ul>	<ul style="list-style-type: none"> <li>• Stay in your own space</li> <li>• Follow cafeteria routines</li> <li>• Stay in your seat</li> <li>• Use cafeteria materials appropriately</li> <li>• Keep all food on your tray and in personal area</li> </ul>	<ul style="list-style-type: none"> <li>• Use appropriate indoor voice levels at all times</li> <li>• Be sure you receive all food groups on your tray</li> <li>• Clean up your area</li> <li>• Follow directions the first time</li> <li>• Alert an adult if something is wrong</li> <li>• Only sit near people who are going to make good choices</li> <li>• Follow specific directions for your seating</li> </ul>
Restroom	<ul style="list-style-type: none"> <li>• Respect privacy</li> <li>• Use facilities appropriately</li> <li>• Take care of all parts of the facility</li> <li>• One person per stall</li> </ul>	<ul style="list-style-type: none"> <li>• Clean up after yourself</li> <li>• Speak kindly to others</li> </ul>	<ul style="list-style-type: none"> <li>• Wash your hands</li> <li>• Flush</li> <li>• Keep hands, feet, and other objects to yourself</li> <li>• Report messes/vandalism</li> </ul>	<ul style="list-style-type: none"> <li>• Keep cell phones away and off</li> <li>• Have a pass</li> <li>• Alert an adult if something is wrong</li> <li>• Go to rr during class change</li> </ul>

Library	<ul style="list-style-type: none"> <li>• Take care of library materials and equipment</li> <li>• Listen to librarian and assistant</li> <li>• Whisper or talk softly when necessary</li> <li>• Use appropriate language</li> </ul>	<ul style="list-style-type: none"> <li>• Help others when appropriate</li> <li>• Speak kindly to others</li> <li>• Encourage other to speak kindly to one another</li> </ul>	<ul style="list-style-type: none"> <li>• Sit properly</li> <li>• Walk</li> <li>• KAHFOOTY</li> <li>• Keep aisles clear</li> <li>• Be aware of objects and people around you</li> </ul>	<ul style="list-style-type: none"> <li>• Use equipment properly</li> <li>• Return borrowed items on time</li> <li>• Return materials to appropriate place</li> <li>• Have a pass</li> <li>• Return to class promptly</li> </ul>
Hallways/Common Areas	<ul style="list-style-type: none"> <li>• Clean up locker area and throw away trash</li> <li>• Use appropriate noise level in the hallway</li> <li>• Respect other people's personal property and space</li> <li>• Leave all decorations and signs alone</li> </ul>	<ul style="list-style-type: none"> <li>• Speak kindly to others</li> <li>• Encourage others to speak kindly to one another</li> <li>• Help others when needed</li> </ul>	<ul style="list-style-type: none"> <li>• Walk at all times</li> <li>• Keep hands, feet, and all objects to self.</li> <li>• Be aware of people and objects around you.</li> </ul>	<ul style="list-style-type: none"> <li>• Carefully close lockers without slamming</li> <li>• Keep hands and objects away from lockers and walls when walking</li> <li>• Clean up locker area</li> <li>• Have a pass during class time</li> <li>• Take the quickest route to your next class</li> <li>• Use locker quickly and quietly</li> </ul>
Locker Room/Gym	<ul style="list-style-type: none"> <li>• Respect privacy/property of others</li> <li>• Use equipment appropriately</li> </ul>	<ul style="list-style-type: none"> <li>• Help others when needed</li> <li>• Demonstrate sportsmanship</li> <li>• Speak kindly to others</li> <li>• Encourage others to speak kindly to one another</li> </ul>	<ul style="list-style-type: none"> <li>• Follow dress code</li> <li>• Be alert</li> <li>• Play fair</li> <li>• Keep hands and feet to yourself</li> </ul>	<ul style="list-style-type: none"> <li>• Use equipment only after instructions have been given</li> <li>• Secure your personal belongings</li> <li>• Dress appropriately</li> </ul>
Computer/Technology Usage	<ul style="list-style-type: none"> <li>• Wait for directions</li> <li>• Think it through before asking for help</li> <li>• Raise your hand for help</li> <li>• Keep eyes on your computer</li> <li>• Respect privacy of others</li> <li>• Save in a folder with your name on it, in documents only</li> </ul>	<ul style="list-style-type: none"> <li>• Use whisper voices when talking is necessary</li> <li>• Be gentle with equipment</li> <li>• Help others when needed</li> </ul>	<ul style="list-style-type: none"> <li>• All chairs are to be pushed in before leaving</li> <li>• Stay on task</li> <li>• Visit only approved sites</li> <li>• Keep your login and password to yourself</li> </ul>	<ul style="list-style-type: none"> <li>• No beverages and food in lab</li> <li>• Only go to approved web sites</li> <li>• Keep your documents organized and uploaded</li> <li>• Ask permission to print</li> <li>• Close out all programs when done</li> <li>• Keep cell phones off</li> </ul>

Arrival – Lobby/Gym /Stage	<ul style="list-style-type: none"> <li>• Use appropriate language, tone, and volume</li> <li>• Respect personal space and property of others</li> </ul>	<ul style="list-style-type: none"> <li>• Hold doors for others</li> <li>• Use manners</li> <li>• Wait patiently in line</li> </ul>	<ul style="list-style-type: none"> <li>• KAHFOOTY</li> <li>• Walk</li> <li>• Stay on side walk</li> </ul>	<ul style="list-style-type: none"> <li>• All breakfast is to be kept in the breakfast area</li> <li>• Report directly to the appropriate location</li> <li>• Sit properly</li> <li>• Be on time</li> </ul>
Dismissal	<ul style="list-style-type: none"> <li>• Use appropriate language and tone</li> <li>• Keep hats off until outside the building</li> </ul>	<ul style="list-style-type: none"> <li>• Hold doors for others</li> <li>• Be patient</li> <li>• Use manners</li> </ul>	<ul style="list-style-type: none"> <li>• Walk the halls</li> <li>• Don't push</li> <li>• KAHFOOTY</li> <li>• Watch for oncoming traffic</li> <li>• All cell phones are to be put away until off school property</li> </ul>	<ul style="list-style-type: none"> <li>• Report directly to your bus or pickup area</li> <li>• Keep food or drink off bus</li> <li>• Direct visitors to the main office</li> <li>• All cell phones are to be put away until off school property</li> </ul>
Bus	<ul style="list-style-type: none"> <li>• Use appropriate language and volume</li> <li>• Follow rules stated by driver</li> </ul>	<ul style="list-style-type: none"> <li>• Share a seat with someone if needed</li> <li>• Be polite to other riders and drivers</li> </ul>	<ul style="list-style-type: none"> <li>• Stay seated</li> <li>• Keep all objects and body parts on the bus</li> <li>• Listen to bus driver</li> <li>• Keep aisles clear</li> <li>• KAHFOOTY</li> </ul>	<ul style="list-style-type: none"> <li>• Clean up after yourself</li> <li>• Respect others space</li> <li>• Get a bus pass from the office if riding a different bus</li> </ul>
Assembly/School Events	<ul style="list-style-type: none"> <li>• Listen attentively</li> <li>• Sit quietly</li> <li>• Eyes on speaker/program</li> <li>• Participate appropriately</li> </ul>	<ul style="list-style-type: none"> <li>• Clap when appropriate</li> <li>• Follow speaker and staff directions</li> </ul>	<ul style="list-style-type: none"> <li>• Sit properly</li> <li>• Walk</li> <li>• KAHFOOTY</li> </ul>	<ul style="list-style-type: none"> <li>• Keep all cell phones away and off</li> <li>• Remain with class</li> <li>• Follow directions given by adults</li> <li>• Sit where directed</li> </ul>
Offices – Main/Principal/Nurse/Guid	<ul style="list-style-type: none"> <li>• Wait your turn</li> <li>• Address staff appropriately</li> <li>• Use appropriate tone and volume</li> </ul>	<ul style="list-style-type: none"> <li>• Be polite and use manners</li> <li>• Offer help when appropriate</li> </ul>	<ul style="list-style-type: none"> <li>• KAHFOOTY</li> <li>• Wait in designated areas</li> </ul>	<ul style="list-style-type: none"> <li>• Permission is needed to visit counselor</li> <li>• Any calls made to home must be made on school phones</li> </ul>

ance				<ul style="list-style-type: none"> <li>• Have a pass to go to the office</li> <li>• Take the quickest route to and from the office</li> </ul>
Dances	<ul style="list-style-type: none"> <li>• Use appropriate language at all times</li> <li>• Dance appropriately and respect the space of others</li> <li>• Address peers and chaperones appropriately</li> <li>• Arrange for rides to drop you off and pick you up promptly when dance is to begin and end</li> </ul>	<ul style="list-style-type: none"> <li>• Be polite and use manners</li> <li>• Offer help when it is needed</li> <li>• Leave any object that is not permitted in school at home</li> </ul>	<ul style="list-style-type: none"> <li>• KAHFOOTY</li> <li>• Alert an adult if you think something unsafe is going to happen</li> <li>• Stay off of bleachers, pull-up bars or any other equipment in gym</li> </ul>	<ul style="list-style-type: none"> <li>• Use cell phones appropriately</li> <li>• Students from other schools are not permitted to attend</li> <li>• Bring enough money to buy tickets at door</li> <li>• Stay home if you are not permitted to attend the dance</li> <li>• Keep food and drinks in the appropriate areas</li> <li>• Clean up after yourself and put all trash in a trashcan</li> <li>• Stay in designated area at all times</li> <li>• Dress appropriately and follow school dress code</li> </ul>
Homework	<ul style="list-style-type: none"> <li>• Ask for help if needed before the assignment is due</li> </ul>	<ul style="list-style-type: none"> <li>• Offer help to classmates when needed</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• Complete all work on time</li> <li>• Use homework help if needed before and after school</li> </ul>
	•	•	•	•