

School Rules

1. **Respect each other** and adults in school and on the playground.
2. Show **good sportsmanship** and fairness towards others.
3. Older children are expected to **set a good example** for younger children and to treat them kindly.
4. **Walk at all times** in the building, going to and from the playground and when going home (to the bus or walking).
5. **Keep voices low** in the hallways and the bathrooms.
6. Using foul language is forbidden
7. **Bullying and fighting** will not be tolerated.
8. Help keep the building and grounds **free of litter**.
9. **Gum, candy and soda are not permitted** in school.
10. Students should **wear shoes and shirts** at all times and refrain from wearing hats in the building. Underwear should not be showing. Straps on tank tops should be at least one inch wide. Midriff should be covered.
11. Students must **remain on the school grounds** at all times during school hours unless granted permission otherwise

Discipline

Discipline is the responsibility of each person in the school. The overall goal is to **develop self-discipline**. Our actions, curriculum materials and approaches with our students aim at helping them develop a strong sense of themselves and a respect for the rights of others.

Discipline at Townshend Elementary is based on the idea of logical consequences. **By making the rules and consequences known to students, they can learn to make wise choices and therefore become knowingly responsible for their actions.** It is always helpful for parents to remind their children of the rules both at home and at school. Consistency and a “team approach” may help the child to have clarity about what is acceptable behavior and what isn’t.

Consequences for breaking school rules may include:

1. time out in the principal’s office
2. writing a letter of apology.
3. missing a recess
4. parent conference
5. in-school suspension (spending the day doing work in another room with a tutor.) Parents will be notified if this occurs.

Discipline will always be fair. If a student is sent to the Principal’s office by the teacher, this usually means that the student has repeatedly broken a classroom rule and the teacher needs assistance so class work can resume.

Trips to the Principal’s office for disciplinary reasons are recorded in the Green Book. This record keeping method is known to all students and works on a monthly basis. Each month students have a “clean slate”. These are the Green Book rules:

- 1st time sent to the office in a given month: warning
- 2nd time sent to the office in a given month: lose recess
- 3rd time sent to the office in a given month: parent conference
- 4th time sent to the office in a given month: in-school suspension.