

Student Behavior Expectations On and Off Campus

Students follow the instructions of teachers, coaches, and support staff. Students are **courteous and demonstrate good manners**. Students show respect by listening while others are talking. Students are considerate and kind to one another. Students work together to solve problems in a positive manner.

Expectations in the classroom and out of the classroom during school group activities:

P ositive Attitude	• Actively Listen, Make good eye contact, and participate. • Cooperate with your teacher and classmates. • Be kind and encourage others.
R espect for All	• Accept and respect everyone. Seek first to understand, then to be understood. • Use positive words and body language. • Synergize
I ntegrity	• Take responsibility for your actions • Be honest.
D o the Right Thing	• Stop, think, and make good choices. • Keep hands, feet, and objects to yourself.
E ffort Towards Learning	• Pay attention and follow all directions the first time. • Be prepared and on time. Put first things first. • Give your best effort.

Seven habits of highly effective people:

- **Habit 1** — Be Proactive - You're in Charge - I am a responsible person. I take initiative. I choose my actions, attitudes, and moods. I do not blame others for my wrong actions. I do the right thing without being asked, even when no one is looking.
- **Habit 2** — Begin with the End in Mind - Have a Plan - I plan ahead and set goals. I do things that have meaning and make a difference. I am an important part of my classroom and contribute to my school's mission and vision. I look for ways to be a good citizen.
- **Habit 3** — Put First Things First - Work First, Then Play - I spend my time on things that are most important. This means I say no to things I know I should not do. I set priorities, make a schedule, and follow my plan. I am disciplined and organized.
- **Habit 4** — Think Win-Win - Everyone Can Win - I balance courage for getting what I want with consideration for what others want. I make deposits in others' Emotional Bank Accounts. When conflicts arise, I look for third alternatives.
- **Habit 5** — Seek First to Understand, Then to Be Understood - Listen Before You Talk - I listen to other people's ideas and feelings. I try to see things from their viewpoints. I listen to others without interrupting. I am confident in voicing my ideas. I look people in the eyes when talking.
- **Habit 6** — Synergize - Together Is Better - I value other people's strengths and learn from them. I get along well with others, even people who are different than me. I work well in groups. I seek out other people's ideas to solve problems because I know that by teaming with others we can create better solutions than anyone of us can alone. I am humble.

- **Habit 7** — Balance Feels Best - I take care of my body by eating right, exercising and getting sleep. I spend time with family and friends. I learn in lots of ways and lots of places, not just at school. I find meaningful ways to help others.

The goal at Northlake Academy is for every student to feel safe, respected, and valued.

Intentionally causing physical harm to another student is unacceptable and will result in your being sent home. The first offense will require you to stay home for one day, no contact with school. The second offense will require you to stay home for three days, no contact with school. The third offense will require you to leave Northlake permanently.

Intentionally verbally abusing another student is unacceptable and will result in your being sent home. If the offense is repeated, the length of subsequent suspensions from school will be left to the discretion of the Head of School, Head of Elementary Grades, and your classroom teachers. Repeated offenses may require you to leave Northlake permanently at the discretion of the school.