



**Prattville Elementary School**  
**School-Wide Behavior Management Plan**

## Vision Statement

PES Students Will S.H.I.N.E!!!

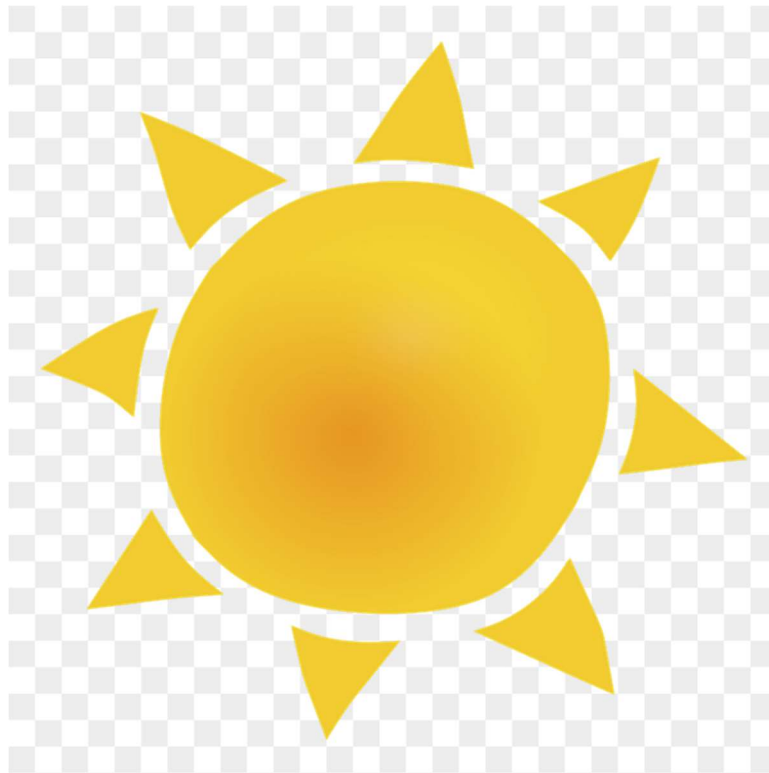
**S**-Show Respect

**H**-Help Others

**I**-Inspire to be their Best Self

**N**-Never Give Up

**E**-Encourage Each Other



## Mission Statement

Prattville Elementary is committed to:  
**Engage, Educate, and Empower  
Every Child, Everyday!**

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## **Positive Behavior Support**

- Homeroom teachers and/or grade-levels reward positive behavior during Fun Fridays.
- All faculty and staff may give SHINE Shout-Outs to any student who models our SHINE behaviors. Students are also allowed to fill out SHINE Shout-Outs. These are read over the intercom each morning and placed in a prize bucket. Every week, two 3rd graders and two 4th graders will be drawn and get a token for the book vending machine!
- Our faculty and staff deserve some sunshine too! Students and teachers can fill out a Faculty SHINE Shout-Out. We will draw one Faculty Shout-Out every week and they will receive a gift card!
- SHINE Celebrations are awarded at the end of the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> nine weeks for outstanding behavior.
- Honor Roll Students are recognized each quarter by receiving an Honor Roll Certificate and a prize for their achievements.
- Perfect Attendance students are awarded each quarter for their achievement by receiving a Perfect Attendance Certificate and a prize.
- Honor's Recognition Programs are at the end of the school year.

## **SHINE Celebrations**

SHINE Celebrations are provided to promote good behavior. All students who meet the following criteria each nine-week period will be invited to attend:

- No office referrals
- No more than two demerits
- Show effort in all their class(es)
  - Zeros are not acceptable. This includes zeros for unexcused absences.
  - All homework was completed and turned in on time
  - All study guides were completed and turned in on time
  - Students who have a failing grade in any subject will not be allowed to attend the SHINE Celebration.
- Teacher/Administrator Discretion may be used for extenuating circumstances.

## **Academic Celebrations**

- A, A/B, and B Honor Roll students will receive a certificate each nine-week period. These students will also receive a small reward for their hard work.
- Honor's Day Programs will be held at the end of each school year to award academic achievements to all grade-level students.

## **Special Events**

Having fun is an important element in the life of elementary school students. Prattville Elementary School promotes special events throughout the school year. A Yearly Event Calendar is available on our school's website. The PES APT take an active role in promoting student involvement as well. All students are encouraged to participate in dress-up days, special event days, school dances, and other special events.

## **Intervention Support**

- RtI Behavior interventions are implemented based on student behavior data and teacher input.
- The cool-down room is located in the front office. Students who are having difficulty controlling their behavior, but do not need to be sent to ISS, may utilize this room for a short period of time. These students will be monitored closely. Students are to be given an opportunity to “cool down” within a reasonable amount of time without penalty and released back to their classroom. Students who persist in their misbehavior will receive consequences.
- Ms. Bivens will work with students who need greater behavior support.

## **Attendance Policy**

Students must come to school regularly in order to be successful in school. Consequences are applied through the administration for excessive tardiness and absences. Morning Detention will be assigned to students for every 3 unexcused tardies. A parent will have to sign the students in at 7:15 for Morning Detention and can not be dropped off. Mrs. Lindsey strictly adheres to the ACBOE Attendance Policy. Please refer to the PES Student Handbook on our school’s website.

## **Character Development**

- Students are recognized each month for outstanding character. The students’ names are read over the intercom and they will be able to sign the Character Banner located on the front hallway.
- Character Education lessons will be taught in In-School Suspension to prevent repeat misbehaviors.
- Administration promotes character traits each day during morning announcements.

## **Grade-Level Positive and Negative Consequences**

- Teachers will continue to implement their individual classroom management consequences.

## **Classroom Management Plans**

Classroom plans will include classroom rules, behavior interventions, positive and negative consequences, and parent communication.

Partner teachers must use the same electronic classroom management system.

Individual behavior contracts may also be added to a plan, but they are not required.

## **Demerit System**

Any faculty and/or staff member may give out demerits. Demerits are to be used throughout the building when students are not modeling the appropriate S.H.I.N.E. behavior. Demerits may be written in areas that include the hallways, restrooms, lunchroom, library, PE, morning duty, and bus duty. When filling out the demerit, please address the student, letting them know why they are receiving a demerit. Turn demerits into Mrs. Turner. The Demerit System Consequences are school wide and are below. If a student receives ISS two times in one nine week period due to demerits, the next step will be a Second Chance assignment. Demerits will restart every 9 weeks.

<b>1<sup>st</sup> Demerit</b>	Parent Signature Required
<b>2<sup>nd</sup> Demerit</b>	Parent Signature Required
<b>3<sup>rd</sup> Demerit</b>	Morning Detention
<b>4<sup>th</sup> Demerit</b>	Office Referral/3 days of ISS

\*Demerits are not designed to be used for classroom discipline\*

## **Office Referrals**

PES Office Referrals are used to document student behaviors, intervention strategies, parent contacts, and other pertinent information. It is important for all teachers to do everything possible to correct a student's behavior before turning in an office referral. The following interventions should be implemented and documented before submitting an office referral (No particular order required):

- Verbal redirection
- Conference with the student
- Change seating arrangement
- Assign Silent Snack, Break Detention, Silent Lunch, Decreased Fun Friday Time, No Fun Friday
- Mandatory: Contact parent through an Electronic Classroom Management Program, Email, Phone Call, or Conference

Incidents that need immediate assistance will not require the listed procedures on the office referral; however, an office referral must be filled out for documentation purposes. You will need to turn in the office referral to Mrs. Turner. Immediate office referral infractions are:

- Fighting
- Cursing
- Smoking
- Verbal or Physical Aggression toward students, faculty, or staff members

## **Notify Administration Immediately**

**When any of the following occur, notify the administration immediately:**

- When you see any type of weapon.
- Suspect a student is in possession of a weapon.
- Suspect gang activity.
- Suspect or see a student smoking or drinking alcohol.
- Suspect or see a student with any type of pill.
- Suspect or see a student with any type of illegal drugs.
- Student displaying erratic behavior.
- Student displaying violent behavior.
- Students state or write down they want to harm themselves.

**Do not investigate the incident. Do not search a student or their backpack/belongings on your own or with other teachers. Once the Administration investigates, you will be directed on how to document the incident.**

## **Morning Detention**

**Morning Detention will be assigned to students when they reach 3 demerits in a nine week period. They may also receive Morning Detention for every 3 unexcused tardies. Morning Detention will be from 7:15-7:45. A parent must walk their student in and sign them in. If a student misses Morning Detention, 1 day of ISS will be assigned.**

## **Field Trip Participation**

The following criteria will allow students to go on their field trips without being penalized:

- When students are in ISS on the day of a scheduled field trip, they will be allowed to go on the field trip. However, they will have to make up their missed day.
- When students are going to be assigned to Second Chance, the assistant principals will attempt to schedule their days around the field trip. This is not guaranteed, and it does not apply to long-term placements.

## **ACBOE Code of Conduct**

Prattville Elementary School adheres to all Autauga County School Board policies and procedures.