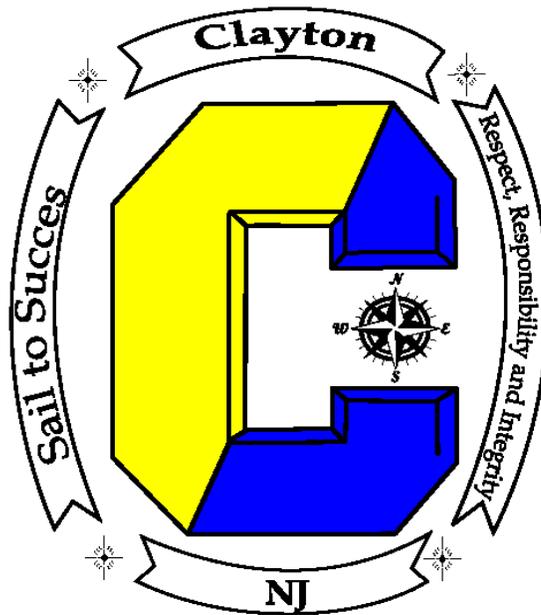


# Clayton Middle School

## Sail to Success For Parents



## Positive Behavior Support in Schools The Basis for Sail to Success

Here at Clayton Middle School, we really value our parents and the important role they place in our students' education. We are working hard to reach out to you more often, to tell you about what we are doing, and to share lots of ideas about how we can make your child's school year a success. We hope that you will let us know how we are doing and share your feedback.

We are very excited climate initiative at Clayton Middle School. We have partnered with the New Jersey Positive Behavior Support in Schools (NJ PBSIS) initiative to design and implement school-wide interventions that will focus on promoting positive student behavior, improve our sense of community, and provide support for students who need a little extra help. We are very excited about how our partnership with NJ PBSIS is going to enhance our school! You can visit the NJ PBSIS website at [www.njpbs.org](http://www.njpbs.org).

Research suggests that schools with a positive social climate are associated with fewer occurrences of conduct problems and better student performance outcomes (i.e. achievement and attendance). Affirming positive behavior, teaching social skills, equipping teachers with the skills to meet the needs of diverse learners, getting student input, and using multi-setting interventions are all examples of recommended practices for promoting a positive school climate. While a positive school climate benefits all students, students with individual behavior support planning needs particularly benefit when school environments are positive, welcoming, and supportive. Through the NJ PBSIS initiative, we are learning about how to enhance our school's climate and atmosphere. In particular, we are focusing on how to:

1. Clearly **define** for students what is expected of them.
2. Be **consistent** across staff in how we talk to students about those expectations.
3. Improve our **procedures and routines** so the school day runs smoothly.
4. Provide lots of **encouragement** and social praise when students display the school expectations.
5. Make students feel **welcomed** and valued.
6. Encourage **positive interactions** between students and between students and staff.
7. Provide students with **help and support** to overcome challenges and difficulties academically, socially, and behaviorally.

We are excited to present to you an overview of *Sail to Success* for Clayton Middle School. This manual will provide you with a list of the behavior expectations we have for our students and the exciting recognition system we are putting in place to celebrate our students' accomplishments. Throughout the year, we will be sharing with you ideas and suggestions for how you can talk with your child about *Sail to Success* at home.

# Expectations by Location

We spent time gathering information, asking parents, staff, students for input, and reviewing our office conduct referral data. We used all this information to develop specific behaviors that we want to see exhibited by our students in each location of the building. These are the expectations that make up our *Sail to Success* Program:

<p style="text-align: center;"><b>Hallway</b></p> <ol style="list-style-type: none"> <li>1. Use quiet, kind words</li> <li>2. Keep hands, feet, and objects to yourself</li> <li>3. Follow adult directions</li> <li>4. Stay to the right and walk at all times</li> <li>5. Walk directly to your destination</li> <li>6. Follow locker schedule</li> <li>7. Keep electronics away</li> </ol>	<p style="text-align: center;"><b>Classroom</b></p> <ol style="list-style-type: none"> <li>1. Use quiet, kind words</li> <li>2. Keep hands, feet, and objects to yourself</li> <li>3. Follow adult directions</li> <li>4. Be in your seat when the bell rings and remain quiet</li> <li>5. Stay quiet when someone else is speaking</li> <li>6. Have class materials ready</li> </ol>
<p style="text-align: center;"><b>Locker Rooms</b></p> <ol style="list-style-type: none"> <li>1. Use quiet, kind words</li> <li>2. Keep hands, feet, and objects to yourself</li> <li>3. Follow adult directions</li> <li>4. Dress within 4 to 5 minutes</li> <li>5. Report to your squad after teacher dismiss from locker room as a group</li> <li>6. Follow gym class dress code policy</li> </ol>	<p style="text-align: center;"><b>Cafeteria</b></p> <ol style="list-style-type: none"> <li>1. Use quiet, kind words</li> <li>2. Keep hands, feet, and objects to yourself</li> <li>3. Follow adult directions</li> <li>4. Walk at all times</li> <li>5. Wait for your table to be called</li> <li>6. Clean up your area</li> </ol>
<p style="text-align: center;"><b>Bathroom</b></p> <ol style="list-style-type: none"> <li>1. Use quiet, kind words</li> <li>2. Keep hands, feet, and objects to yourself</li> <li>3. Follow adult directions</li> <li>4. Flush toilet</li> <li>5. Return to class within 5 minutes</li> <li>6. Wash and dry your hands</li> </ol>	<p style="text-align: center;"><b>PAC</b></p> <ol style="list-style-type: none"> <li>1. Use quiet, kind words</li> <li>2. Keep hands, feet, and objects to yourself</li> <li>3. Follow adult directions</li> <li>4. Keep quite during performance/speaker</li> <li>5. Food and drinks away</li> <li>6. Keep electronics away</li> </ol>

**Digital Citizenship**

1. Use quiet, kind words
2. Keep hands, feet, and objects to yourself
3. Follow adult directions
4. Only visit appropriate sites
5. Report misuse of social media
6. Only talk with people you know

## Teaching Students' the Expectations

One thing we are doing differently is using an 'instructional' approach to talking with students about behavior expectations. Activities that involve modeling, discussing, and practicing the expectations will occur intermittently throughout the school year. By using an instructional approach, students are more likely to internalize these behaviors as regular habits. Additionally, throughout the year, we will have activities and instruction specifically targeting the behaviors we expect of our students. Some of the activities we have planned for this year include:

- *Sail to Success* “Kick-Off” Event
- Weekly gift card drawings
- Grand Prize annual drawing in June
- Captain Joe’s Treasure Chest filled with prizes
- Classroom instruction on location expectations
- Quarterly VIP lunches for students
- Monthly Movie on the PAC

Stayed tuned for updates and invitations to some of these events!

## Celebrating Our Students’ Accomplishments

One of the most important things we can do is give our students positive feedback for the positive choices they are making. We want them to know when they have done the right thing and that we are proud of them. To celebrate our students, we have developed a fun recognition system that we will be using at our school.

### **Procedures for Distributing Boarding Tickets to Students**

When a teacher sees students demonstrating *Sail to Success* behaviors, they will give the student a Boarding Ticket and provide the student with **behavior specific praise** for why they are receiving the ticket. Examples of behavior specific praise include “Thank you for holding the door” and “Turning in your homework on time was very responsible.” **Update: Students now receive Boarding Tickets virtually through PBIS rewards.**

### **When distributing tickets, the teachers will remember these important points:**

- Boarding Tickets are distributed to students when they are seen engaging in a positive *Sail to Success* behavior (see the suggestion list for examples).
- To always provide a behavior specific praise statement that tells the student exactly why they are getting the ticket, i.e. “Thank you for being prepared today,” “Thanks for helping your classmate,” or “That was a very respectful way of saying no to your classmate”.
- Use the tickets as a strategy to increase or reinforce a positive behavior you would like to see in individual students or for the class.

### **Procedures for how students will use the tickets**

- Students will receive tickets throughout the day for demonstrating behaviors that are consistent with the *Sail to Success* program.
- If a teacher uses their own classroom incentive system (encouraged) then students will turn in “redeem” their Boarding Tickets in the classroom.

- In addition to classroom incentive systems, there are also **school-wide** incentive systems such as the school wide PBIS Rewards Store, events and raffles.

### **Procedures for PBIS Rewards Store**

- Students will use their PBIS Rewards account to access the virtual PBIS store.
- Student will “purchase” various prizes using their Boarding Tickets
- Captain Joe’s Treasure Chest will be brought to the lunch periods on the 15<sup>th</sup> and 30<sup>th</sup> of every month for students to redeem their prizes

### **Procedures for the weekly raffle**

- Students can enter into the gift card raffle on their PBIS Rewards account.
- A drawing for gift cards will take place every Friday. The more entries the student gets with their Boarding Tickets, the more chances the student has to win a prize!
- Other raffles will be included throughout the year

### **Procedures for First Class Boarding Tickets**

- First Class Boarding Tickets will be given out to students who receive positive referrals.
- The First Class Boarding Tickets will guarantee entry into special VIP events.

### **Positive Student Referral**

Many of our students demonstrate exceptional character. We want to recognize their special accomplishments. The Positive Student Referral is submitted by a teacher or staff person who wants to recognize a student for exceptional behavior and/or character.

### **Procedures for the Positive Student Referral**

- Any time a staff member catches any student exhibiting exceptional behavior, going above and beyond, they can write up a Positive Student Referral.
- Staff submit Positive Student referrals to the Vice-Principal.
- The students’ names are announced the following Monday and the students are provided with a First Class Boarding Ticket.
- A photo of the students holding their certificates will be displayed the following month on the “Wall of Pride” in the main hallway next to the office.

## **Getting Involved**

Some of our parents have been asking, “How can I get involved in *Sail to Success* at Clayton Middle School? We are very excited about our parents’ interest and have lots of ideas for how you can help us out:

### **Talking with your child about the expectations**

- Talk with your child about the expectations and what you expect from them at school. Hearing from you how important these expectations are will reinforce your child making those positive choices. Throughout the year we will be sending home Parent Newsletters with ideas and suggestions for talking with your child about responsibility, respectfulness, and integrity.
- Think about how the school expectations translate into what you expect of your child at home. What does responsibility, respect, and integrity look like around the house? As you talk with your child about home routines (like chores), incorporate the language of responsibility, respect, and integrity.
- Provide lots of praise when your child tells you they got a Boarding Ticket. Ask them to tell you what they got it for. If they say ‘I don’t know’ (a common kid response), ask more questions, “Who gave it to you?” “What class was it”, etc. The more you get them to talk about it, the more likely they will open up.

### **Give Suggestions and Feedback**

- Have some ideas for incentives for the kids, fundraising ideas, or special activities to celebrate our students? Have feedback on how your child is responding or what they are saying about *Sail to Success* that you think we should hear? Let us know. We want this to be a partnership and getting feedback from our parents and students is really important!

**If you want to get involved please contact Clayton Middle School Principal, Marvin Tucker, at [mtucker@claytonps.org](mailto:mtucker@claytonps.org) or Supervisor of Guidance, Joe Valentino, at [jvalentino@claytonps.org](mailto:jvalentino@claytonps.org).**