

# Principal's

# Club

We are so excited to announce our Principal's 200 Club at Ludwig Elementary School! This is a great program that rewards students for showing respectful behavior to teachers and fellow students or for standing as an example of great character for others.

Teachers are on the lookout for students who follow school rules and who show exemplary behavior and they will select model students to become members of the club. Students then report to the office to sign the Principal's Celebrity Book and place their names on a bulletin board outside of the office. The most exciting part is when a row fills up, either horizontally or vertically, then all the students in that row WIN A PRIZE!! Prizes can be snack time with the Principal, Extra Computer/iPad Time, Open Gym Time or other wonderful mystery prizes!

Parents will be notified by phone when their student "joins" the Club! This is a great chance for them to celebrate the great things happening at our school. We have the best students and we want to recognize them for their accomplishments!

# Ludwig Elementary School Procedures

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Please read Ludwig Elementary's School Procedures with your child(ren). Please keep the second page at home to refer to throughout the school year.

Please return this form back to school no later than **Monday, August 28**.

Thank you for supporting us in educating your children!

Ludwig Elementary School

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I understand that my child is responsible for following our school procedures.

\_\_\_\_\_  
Parent/Guardian Signature

Each day the students will start with a clean slate!  
Failure to follow the procedures will result in...

1. Strike 1 – Explanation with a warning
  2. Strike 2 – Complete a Reflection Form
  3. Strike 3 - Consequence
- \* Aggressive or unsafe behavior will result in an immediate consequence.

I will follow all of our school procedures.

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Classroom Teacher



# Ludwig Elementary School Procedures

	CLASSROOM	HALLWAY	PLAYGROUND	BATHROOM	LUNCHROOM	ASSEMBLY/ FIELD TRIP	BUS	EMERGENCY SITUATIONS
<b>BE SAFE</b>	Walk. Hands and feet to self. All chair legs on the floor. Push in chairs.	Walk right. Stay straight. Do not open outside doors for anyone.	Walk to the playground. Inform playground staff of any problems. Dress for weather. Keep your hands to yourself.	Wash hands. Feet only on the floor.	Hands and feet to self. Wait your turn. Stay seated until dismissed. Follow directions.	Sit on your bottom. Pretzel legs. Hands and feet to self.	Stay in your seat. Face forward. No eating or drinking. Use a quiet voice.	Listen. Be safe. Follow directions. Stay silent.
<b>BE CARING</b>	Use kind words. Be a good friend. Help others. Share. Be honest.	Smile and wave.	Play safe. Play fair. Share. Include others.	Keep bathroom clean.	Practice good table manners. Smile and wave. Trash in trash can.	Enter and exit quietly. Watch, clap and laugh at the appropriate times.	Use kind words.	Be careful. Hands and feet to yourself.
<b>BE RESPECTFUL</b>	Raise hand. Quiet voices. Put things where they belong. Try your best. Be a listener.	Person and a space. Quickly and quietly. Stay silent.	Use equipment properly. Return equipment. What's on the ground stays on the ground.	Respect your and others privacy. Flush toilet.	Quiet voices. Look for an empty space. Eat your own food. Follow directions the first time.	Eyes forward. Sit quietly. Listen.	Hands to self. Listen to driver.	Respect personal space.
<b>BE HERE, BE READY</b>	Be on time. Supplies ready. Follow directions. Do neat work. Homework on time. Give me 5.	Stay together. Everyone ready before leaving the room. Give me 5.	Have a plan for play. Whistle, wait and walk. Give me 5.	Be in your own space. Be quick, quiet, clean.	Sit in one spot. Walk back to class or recess. Give me 5. Bring lunch cards or pocket charts.	Be ready to participate.	Stay in your bus line. Talk quietly with your neighbors in the bus line. Hands to self.	Be alert. Give me 5.