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| **Voice Levels**  0 -- Silent  1 -- Whisper  2 – Speaking voice 3 – Outdoor voice | **Cafeteria** | **Recess** | Bus |
| **Be Responsible** | Eat your own food  Hands will only touch your food | Tell a grown-up if there is a  problem. | Leave papers in book bag  Keep aisle clear of backpacks and feet  Report problems to the driver or aide immediately |
| **Be Respectful** | Voice level: 0 - 2  Raise your hand if you need help. | Watch out for others while  you’re playing  Listen to the adults | Raise your hand if you have a question or problem  Voice level: 0-2  Use language that is appropriate  Respect the possessions of others  Respect the personal space of others  Keep the bus clean |
| **Be There**  **Be Ready** | Wash your hands before eating  Have your lunchbox and/or money in  your hand | Listen for the whistle, stop  playing, and line up  Dress yourself to be outside | Be in assigned area before bus arrives  Have your belongings and necessary supplies with you  Board bus promptly and go directly to assigned seat |
| **Follow Directions** | Stand in line and wait patiently  Remain seated until dismissed | Stay in line when walking in and  out of the building.  When in line, keep your hands by  your side | Follow bus safety rules  Follow bus loading and unloading procedure  Listen to and follow the directions of adults  Remain in assigned seat until arrival at destination |