**Example High School Matrix**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Expectation** | **Bus** | **Hallway** | **Cafeteria** | **Restroom** | **All Settings** |
| Be Responsible | • Be ready when bus arrives  • Board promptly  • Exit promptly | • Use a hallway pass at all times  • Be in seat when bell rings | • Have money or lunch card ready  • Keep account current  • Place order quickly | • Use facility quickly and quietly  • Return to class promptly | • Follow directions first time asked  • Attend school each day  • Be on time to class  • Be prepared with  materials  • Complete all  assignments |
| Be Respectful | • Follow driver’s instructions  • Take seat immediately  • Speak softly to those close by | • Talk quietly  • Go directly to your  destination  • Throw trash away in  bins | • Wait patiently in line  • Use food and  silverware as  intended  • Put trash in bins  • Clean up after self | • Keep water in sink  • Put paper towels in  trash cans  • Clean up after  yourself | • Follow the dress code  • Use polite language  • Accept correction  calmly  • Follow regulations  on showing affection |
| Be Safe | • Two people per seat  • Remain seated | • Always walk  • Stay to the right | • Find a seat quickly and remain seated while eating | • Report problems to staff  • Remain in own stall | • Notify adults of unsafe conditions  • Use school property as intended  • Keep personal belongings stored safely |
| Be Your Best | • Thank driver when exiting  • Be a model for other students | • Visit quietly  • Take care of items  in the hallways (e.g.  posters, displays) | • Say please and thank you  • Use appropriate words  • Use appropriate voice volume | • Take care of your own business | • Greet staff  • Offer to help others |