



# Bundaberg West State School – Expectations Matrix



| School Rule          | Playground & Supervised Area  | Before & After School   | Transition Times   | Classroom & Learning Areas  | Toilets  | Excursions, Camps & Representing School  | When Using Technology   |
|----------------------|---|---|--|---|--|--|---|
| <b>Be Safe</b>       | <ul style="list-style-type: none"> <li>Wear a hat when in the sun or play undercover.</li> <li>Walk on concrete and hard surfaces.</li> <li>Play in the correct area.</li> <li>Stay in the school grounds.</li> <li>Use equipment appropriately/sensibly.</li> <li>Stay out of the gardens.</li> <li>Do not stand on seats or sit on port racks.</li> <li>Walk around buildings.</li> <li>Keep hands/feet to yourself.</li> </ul> | <ul style="list-style-type: none"> <li>Wait quietly for a sibling, parent or carer to collect you.</li> <li>Arrive at school after 8:30am and leave at 3:00pm</li> <li>Observe personal safety travelling to and from school.</li> <li>Use pedestrian exits and cross the road safely.</li> <li>Stay off the playground equipment.</li> </ul> | <ul style="list-style-type: none"> <li>Move quietly and orderly when moving around the school.</li> <li>Follow the teacher's instructions.</li> <li>Show self-control.</li> <li>Always walk around the school.</li> <li>When parade is over, leave in an orderly manner with your teacher.</li> <li>Carry school equipment carefully when moving around the school.</li> </ul> | <ul style="list-style-type: none"> <li>Use equipment for its designated purpose.</li> <li>Follow the teacher's directions.</li> <li>Move sensibly in the classroom.</li> <li>Always keep hands and feet to yourself.</li> </ul>   | <ul style="list-style-type: none"> <li>Practise good hygiene and wash your hands.</li> <li>We will not play in or around the toilets.</li> <li>We will not eat food in the toilets.</li> <li>Report unsafe behaviours to the adults on duty.</li> <li>Report damage in the toilets to an adult on duty of the office.</li> </ul> | <ul style="list-style-type: none"> <li>Stay with an adult or teacher and follow all directions.</li> <li>Visit toilets in pairs.</li> <li>Wear the full school uniform.</li> <li>Don't talk to strangers.</li> </ul>                             | <ul style="list-style-type: none"> <li>Keep your password private.</li> <li>Do not register for websites that are not recommended by school.</li> <li>Do not provide personal details over the internet, e.g. name, address etc</li> <li>Do not open messages from unknown senders.</li> <li>Report an incident that makes you feel uncomfortable e.g. website, email etc.</li> </ul> |
| <b>Be Respectful</b> | <ul style="list-style-type: none"> <li>Take turns and share.</li> <li>Use appropriate language and be friendly to peers.</li> <li>Listen to directions and do as you are directed.</li> <li>Keep out of gardens.</li> <li>Use bins for rubbish.</li> <li>Eat your own food not others.</li> <li>Talk to others nicely.</li> <li>Look after school/others property.</li> </ul>   | <ul style="list-style-type: none"> <li>Act respectfully and speak politely to peers, parents and other adults.</li> <li>Respect others' property on the way to and from school.</li> <li>When you wear West School uniform you are representing the school.</li> </ul>  | <ul style="list-style-type: none"> <li>Do not disrupt other classes while moving about the school.</li> <li>Respect others' personal space.</li> </ul>   | <ul style="list-style-type: none"> <li>Respect your own and others' belongings.</li> <li>We never go into someone's bag.</li> <li>Only borrow something with permission.</li> <li>Show good manners, tolerance and consideration.</li> <li>Act respectfully and speak politely to peers, parents and other adults.</li> </ul> | <ul style="list-style-type: none"> <li>Respect the privacy of others and yourself.</li> <li>Practise good hygiene and use the toilets properly.</li> <li>Keep the toilets clean.</li> </ul>  | <ul style="list-style-type: none"> <li>Be polite and friendly to peers, teachers and other adults.</li> <li>Wear the school uniform with pride.</li> <li>Show consideration to the public.</li> </ul>  | <ul style="list-style-type: none"> <li>Cyberbullying will not be tolerated.</li> <li>Use respectful language in any ICT communication.</li> <li>Don't say anything that you wouldn't say in person.</li> <li>Do not post pictures of other people online.</li> <li>Do not look up inappropriate material on ICT resources.</li> </ul>   |
| <b>Be A Learner</b>  | <ul style="list-style-type: none"> <li>Follow instructions and show courtesy to peers and adults.</li> <li>Learn how to use equipment appropriately.</li> <li>Play fairly and follow the rules.</li> <li>Be kind to your friends while they learn new rules.</li> </ul>   | <ul style="list-style-type: none"> <li>Learn to be organised before the school day starts eg. homework, books, lunch etc.</li> <li>Arrive at school on time.</li> <li>Attend school each day.</li> </ul>  | <ul style="list-style-type: none"> <li>Be punctual, organised and on time for all lessons.</li> <li>When the bell goes for the end of the break, go to the toilet, get a drink and line up for class promptly.</li> </ul>  | <ul style="list-style-type: none"> <li>Consider others who are still working.</li> <li>Work to the best of your ability.</li> <li>Have a positive attitude towards learning.</li> <li>Use whole body listening.</li> <li>Support your friends in their learning.</li> </ul>   | <ul style="list-style-type: none"> <li>Know and use toilet routines.</li> <li>Use personal hygiene procedures.</li> </ul>  | <ul style="list-style-type: none"> <li>Be responsible for your own personal safety.</li> <li>Demonstrate the expected behaviour outside of the school environment.</li> <li>Show respect and listen carefully to speakers and guests.</li> </ul> | <ul style="list-style-type: none"> <li>Personal mobile devices must be handed into the office on arrival at school.</li> <li>Follow the computer use rules of the school.</li> <li>Don't accept offers that seem too good to be true.</li> <li>Use classroom ICT time for school work.</li> <li>Include sources when researching on the internet.</li> </ul>                          |