

# Tobin K-8 Lunch Service/Café Expectations SY'2017-2018



## **Cafeteria Expectations:**

We ask all educators and staff to model and reference class/team *Character Traits* and our *Tobin Guiding Values* with students, families and partners each day. We ask all educators and staff to acknowledge and compliment students demonstrating *Character Traits* and *Guiding Values* during transitions to and from lunch service, recess and in common areas throughout the school day. Let us empower students to contribute to our safe, healthy and cooperative learning environment.

## **Expectations for Educators**

- Educators will transition students using the single silent transition protocol
- Educators and staff will actively support supervision of students during breakfast and lunch service including welcoming students to classrooms/café, acknowledging positive behavior, choices and providing intervention if/as appropriate to sustain a safe and healthy environment.
- Educators and staff will line up students at the conclusion of lunch service for safe and quiet transition to recess and/or designated spaces in the school.
- Educators will provide clear directions for substitutes in the sub-folder regarding transitions in common areas of school as well as necessary supervision during lunch service time.

## **Expectations for Students**

- Students will cooperate with peers during lunch service and during transitions in a safe, respectful and healthy way.
- Students will demonstrate Character Traits shared and modeled by their teachers with peer students and staff.
- Students will communicate during breakfast and lunch service using quiet “*level one*” voices and with school appropriate tone and words.
- Students will make healthy choices during breakfast and lunch service including food selection, consumption of food and clean-up routine in an appropriate and healthy way.
- Students will communicate with educators, City-Year staff and school leadership if/as needed when questions or concerns come up during breakfast and lunch service times.

## **Administration expectations (Mr. Toledano, Mr. Holly, Ms. Kinney):**

Administration at the school will document any incidents that occur in the cafeteria or during recess into Kickboard. The students’ homeroom teachers must report all non-violent disruptions to the school day during these times to families. If a class overwhelmingly disrupts the normal process of a school day in the cafeteria or recess areas they will be assigned to have lunch and recess in their classroom. If this is done a lunch monitor will be assigned to take the lunch down to the class and supervise the students during this time.