

SCHOOL RULES and PROCEDURES

MARIGOLD ELEMENTARY SCHOOL

“Be Safe, Responsible and Respectful”

1. KEEP HANDS, FEET AND OBJECTS TO YOURSELF
2. USE SUITABLE LANGUAGE TOWARD EVERYONE
3. USE EQUIPMENT PROPERLY AND SAFELY
4. SHOW RESPECT FOR OTHERS AT ALL TIMES
 - STUDENTS, TEACHERS, STAFF, EVERYONE

GENERAL SCHOOL RULES AND PROCEDURES

ARRIVAL AND DISMISSAL

- Parents or other persons visiting the school must check in at the office.
- Students may arrive at school no earlier than 7:30 a.m., 4th-5th stay in cafeteria until 7:45, K-3rd stay in cafeteria until 8:00.
- Students must have an office pass to go to the office.
- No leaving campus (this includes Loma Vista) without permission from adult.
- The office phone is for school business or emergencies only. Social arrangements must be made at home the day before.
- Students are to WALK from the classroom to the crosswalk. The adult on duty will walk the group across the parking lot to the bus.
- Students must be signed out by parent or guardian before leaving campus.

GENERAL RULES

- Students may enter a classroom only if an adult is present.
- Students are strongly discouraged from bringing personal equipment to school due to problems with damage and loss.
- No toys or electronic games are to be brought to school. Personal playground equipment may be brought to school but needs to be shared freely as though it is school equipment.
- No gum chewing.
- Cell phones should be turned off and in students' backpacks during school hours. If a child needs to make a phone call during school hours, they are to use a school phone.
- Cursing, swearing, or using other abusive language or gestures is not permitted at any time.
- No student use of the staff room.
- When dismissed from class at the end of the school day, children are to leave campus. If accompanied by a parent, students may stay on campus.

DRESS CODE

- Shoes must be worn at all times. Sandals must have straps and suitable for PE. No flip flops.
- All clothing should be modest and cover undergarments/bra straps.
- Shorts and skirts should be an appropriate length.

Page | 2

BIKE AND SKATEBOARD RULES

- Walk bikes onto and off school grounds, including the sidewalks in front.
- Lock bikes on the bike rack.
- Wear a helmet.
- Abide by all traffic laws
- Skateboards, scooters, wheeled shoes, or rollerblades may not be used on school property.
- Skateboards are to be checked into the classroom. They are not to be ridden on the school grounds.

RESTROOMS

- K and 1st grade use the restrooms near room 5 and 9.
- 2nd and 3rd use the restrooms near room 17.
- 4th and 5th use the restrooms near room 23.
- Pupils may not play, loiter, read, study, eat lunch or snacks, or do school work in the restrooms.
- Pupils should take care not to waste paper supplies in restrooms.
- Vandalism will not be tolerated.

HALLWAYS AND COURTYARD

- No loitering on bathroom ramps, in bathrooms, or in between the buildings.
- Walk at all times in the hallways.
- No students allowed in unsupervised areas, including the classroom with no adult.
- Courtyard grass is not to be walked on. Please use the gravel paths.
- Pupils may not walk on or in the planters.
- Pupils may not loiter in corridors during any recess or before the first morning bell.
- Playground equipment and jump ropes are not be used in the corridors or courtyard.

PLAYGROUND

GENERAL PLAYGROUND GUIDELINES

Page | 3

- *Walk quickly to class or line up after the end of the recess bell.*
- Walk around games, not through them.
- Balls are not to be kicked on the blacktop area during recess, except for kickback on the ball wall. They may be kicked during P.E. with teacher supervision.
- No balls or ropes on the playground structure and in the bark area.
- *Soft tag games are allowed if using two finger touch and with safe behavior. If games get out of control, students will be told to find a different activity for that recess.*
- Never play behind trees, near the bushes or along the fence on East Ave.
 - The t-ball field is off limits unless part of a teacher led activity.
 - All students need to play in supervised areas at all times.

CAFETERIA RULES

- Stand in line quietly while waiting to be served.
- Always walk in the cafeteria.
- Sit with bottom on bench and feet on the floor.
- Only talk to people near you. Use an inside voice. **NO YELLING.**
- Raise your hand for permission to dump your tray, go to the restroom, or leave cafeteria.
- Make sure all trash is collected before leaving the table. Leave your area clean.
- Eat your own food. Do not share food with other students.
- Do not throw food, wrappers, balls or any items in the cafeteria.
- No hats may be worn in the cafeteria.

OUTSIDE EATING AREA

- No throwing any items. No littering. Clean up your own mess.
- No running, tag, or playing in the eating area.
- Food and drink only at eating area tables or designated eating areas.
- Students are to stay at tables & eating areas until excused by yard duty supervisors.
- Do not stand or sit on tables.

SPECIAL LUNCH PLAYGROUND EQUIPMENT (ROLLING CART)

- Playground equipment cannot be used in the bark/play structure area.
- Equipment is not for classroom PE use.
- Equipment is to be used on the blacktop.
 - Exceptions: Footballs, basketballs, and soccer balls used on the field
- All equipment needs to be returned to the cart in a safe and timely manner.
 - We appreciate student helpers that collect and return all equipment!
- Jumprobes are to be used for jumping only.
 - No tying, pulling, or dragging them on the ground.
- Hoola hoops are to be used by one person at a time on waist, ankle, or arm.
 - No pulling on them or throwing and rolling them

GRASS AREA

- No tree climbing
- The far field (t-ball) is for organized adult supervised games only, like Lunch Bunch.
- No throwing rocks or sand
- Tag and chase games may be played if two finger touch and safe behavior.
- Pupils may never climb over the fence to get a ball.
- Contact games which involve down, piling on, wrestling, riding piggyback, tackling, swinging people around, or other potentially dangerous activities are not allowed.

BLACKTOP

- No footballs or soccer balls on the blacktop at anytime.
- No eating other than at the tables, or designated eating areas.
- Jump ropes on blacktop only (no swinging them, whipping them, tug-of-war or crack-the-whip)
- Rubber balls to be used for throwing and bouncing not to be kicked
- Stay away from corridor near rooms 6 & 10.
- Pupils may not crossover the red lines during any recess. Stay on the playground.

BALL WALL

- No tennis ball "suicide".
- Throwing is allowed toward the wall only. No throwing or kicking a ball toward a student. No holding other students "holdies"
- Basketballs are not to be kicked.
- **TENNIS BALL rules:**
 - 6 player max
 - if you throw and miss the wall or hit side or top of wall, you're out
 - When you throw the ball and it bounces before it hits the wall, run to the wall and beat another player's throw
 - No blocking other players' throw on purpose
 - Three steps to the wall and throw
 - No intentionally dropping and running to the wall
 - If the ball touches more than one body part you must run to the wall
- **KICK BALL rules:**
 - 3 players per game
 - Two touch, either hands or feet
 - If you miss the wall or hit the side, you're out
 - No Redo's

BARS and DOME

- No sitting on horizontal bars.
- Two hands on bars at all times
- Ropes or other items may not be tied or used on the bars.
- No walking across the-monkey bars, or horizontal bars.
- No tricks involving leaving the bars. No "cherry drops" or "fly aways"
- Climbing on the dome only, no jumping off.
- Do not stand on the top of the dome.
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SWINGS

- All swing in the same direction. Swing forward and back, not sideways.
- Remain seated in swing.
- Count of 20 during high use time.
- Do not jump off the swings.
- Wait your turn at a safe distance. Count 20 forward and 20 backward swings.
- No spinning. No jumping off the swings.

SLIDES

- Bottom side down - feet first, no climbing up the slide
- One person on the slide at a time.
- No putting bark or other items on the slide.

TETHERBALL

- One player stands in each court.
- The server chooses the direction in which he will hit the ball.
- The server wraps the rope backwards one time around the pole before tossing the ball into the air and striking it with his/her hand or fist.
- The opponent may not strike the ball until it passes on its second swing around the pole.
- As the ball travels, each player tries to hit it in an effort to wind the rope completely around the pole.
- The winning player gets to serve the next game.
- After winning three games the winner goes to the end of the line.
- A player who commits a foul is out and the next player moves in.
- Both players must hit the ball before a player can get out.

Fouls

- Touching the rope or pole
- Touching the ball with anything other than hands or forearms
- Catching or holding the ball
- Stepping on or over the neutral zone line

FOUR-SQUARE

- Server stands in square **1** and serves to square **2**.
- The ball may bounce only once in a square.
- Players must hit the ball with both hands, fingers pointed down.
- If the ball lands on the line, the person who hits the ball is out.
- If the ball touches you before it bounces once, you are out.
- If the ball goes out fo the square before it bounces, the hitter is out.
- The first person in line is the judge, and only they get to call people out. The judge must make the call quickly.
- If you argue, you are automatically out.
- No rules can be added or changed.
 - Example: No Poisons, No Mariettas
- People waiting in line must stand back.

FOOTBALL, SOCCER, AND BASKETBALL

- No closed games. Student safety may limit team size. Football and soccer teams cannot exceed ten. Basketball teams cannot exceed six.
 - When teams are too large a new game should be started.
- A maximum of two balls may be used at each basketball court if playing half court.
- Football is two-hand touch only.
 - Offense may screen block with hands behind their backs, no arm extensions
 - No fumbles. The ball is dead where it lands.
- Students observed playing unsafely by an adult will be removed from the game.
- First, second, and third grade students each have their own field and should not be playing together.
 - First grade is on the field by the bang ball wall.
 - Second grade is on the field by the Kindergarten.
 - Third grade is on the far field by the baseball backstop.
- No contact games are allowed. NO tackling, wrestling, piling on, riding piggyback, rough play, grabbing, pulling, or any other dangerous activities.
- Fields and courts are on a first-come-first-served basis.