

# **SCHOOL PROTOCOL**

<b>VOCABULARY</b> (dependent on grade level)		
dress codes harassment intimidation codes of conduct defiance disobedience	drugs and alcohol arson disruptive student emergency suspension expulsion	lock down tornado fire shooting drill attendance

## **SAMPLE LESSON**

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**Skill Area:** Culture

**Language Stage:** Receptive (Upon Arrival at School)

**Outcome:** The student will know the protocol of American schools and how to act in an emergency.

**Materials:** School Handbook for Students and Parents

**Procedure:** All students must know their responsibilities and rights when they first arrive at an American school. The teacher must check to see if the student has a school handbook that explains academic procedures, counseling and guidance, special program and services, suspension/expulsion, attendance, absences procedures, tardiness, expectations, standards, schedules and important dates. The handbook should be translated into the student's native language when possible. The handbook should be reviewed and taught on a regular basis and in a systematic way.