



Starkey Elementary

Home of the Bears



Safety Patrol Program

Dear Parent and Patrol,

Welcome to the Safety Patrol Program at Starkey Elementary. Starkey Elementary Safety Patrol membership is an honor and a privilege. It is a job commitment and service to your school throughout the year. You must display leadership qualities and be responsible. Whether you are on duty or off duty, you should observe the school rules and set a good example for fellow Starkey students.

Parents, we appreciate teaming with you and your child and hope this handbook will help answer any questions you might have about Safety Patrol.

Thank you,

Your Patrol Sponsors
Mrs. Doyle and Mrs. Marcum



Safety Patrols are a select group of 5th graders who are committed to providing a safe school environment for all students at Starkey Elementary.

Safety Patrol participation offers students an early opportunity to serve as a school volunteer. It is an organization that promotes:

**Citizenship
Service
Reliability**

**Leadership
Responsibility
Respect for others**

Patrol Expectations

1. Be at flagpole at 8:05 AM for attendance
2. AM duty begins 8:15 AM; PM duty ends 3:10 PM
3. Be polite and courteous while on duty.
4. A safety belt must be worn and visible while on duty.
5. Positive behavior is expected in your classroom and all around campus. Any behavior problems may result in suspension or removal from patrols.
6. While on duty do not permit your attention to be diverted by unnecessary conversations or horseplay.
7. Notify Mrs. Doyle or Mrs. Marcum in advance of anticipated absence.
8. Maintain a conduct grade of E or V and maintain grades of at least a B or better throughout the whole year.

Safety Patrol is a big responsibility, but we want it to be a fun and rewarding experience for you. Always feel free to talk to your patrol sponsors (Mrs. Doyle/Mrs. Marcum) about any problems or concerns you have.



Post Descriptions

Car Circle:

- * Greet incoming students and parents with a smile and “Have a nice day.”
- * Keep cars moving by waving them forward.
- * Stand behind yellow line within the numbered openings on guard rails.
- * Be alert and pay attention to the traffic. “**Face**” the direction cars are coming.
- * When students get out of car, walk behind guiding them to sidewalk area.
- * Never step out into car circle until the wheels have come to a complete stop.
If something has fallen or rolled out, call an adult to retrieve.
- * Do not lean on building or guard rails.
- * Do not visit with friends while on car duty.
- * Get approval from the adult on duty to be dismissed at the end of duty.

Bus Circle:

- * Monitor student safety while entering or exiting the bus.
- * Greet incoming student.
- * Be alert and pay attention to the traffic.
- * Instruct students to go directly through gate after getting off bus.
- * Monitor students as they wait to be loaded onto the bus.
- * Remind students to walk and to stay on sidewalks.

Outside Hallways:

- * Stand by the doors and greet students and staff.
- * Open doors for teachers and students.
- * Monitor students as they enter their building.
- * Remind students to walk and to stay on sidewalks at all times.

Flag Pole:

- * Always work with a partner. It’s a 2 person job.
- * Get the flags from the front office.
- * Treat the flag respectfully and never let it touch the ground.
- * If you’ve been instructed to fly the flag at Half-Staff, make sure you take them all the way to the top of the flag pole before bringing it half-way down the flag pole.
- * If it’s raining, the flag will not be put up.
- * Always fold the flag according to official flag folding rules.
- * If the flag is wet, ask someone in the office where you should hang it to dry (NEVER fold it up when it is even a little bit wet.)



Post Descriptions Continued

Cafeteria Helpers:

- * Help students opening containers.
- * Provide utensils if student forgot.
- * Assist adults as needed.

Bike Rack:

- * Greet students with “Good morning” or “Have a nice day”.
- * Remind bikers they must walk beside their bikes once on campus.

Kindergarten and Pre-K:

- * Assist teachers as needed in the morning with Pre-K students.
- * Walk students to bus or car circle in afternoon.

Weather:

- * In light rain students are provided raincoats to wear while on duty.
- * During heavy thunderstorms or lightning students will not be allowed to go to their post.



Starkey Elementary Safety Patrol Contract

Choosing to be a school safety patrol is a huge responsibility. You are a role model for the students at Starkey. Patrols are expected to exemplify the characteristics of leadership and citizenship in all aspects of their day.

Report to duty on time:

- * Morning patrols are expected to report to duty at 8:05 AM at the Starkey flag pole.
- * Afternoon patrols are to report directly to their post and will be dismissed at 3:10 PM.
- * A safety patrol belt must be worn and visible while on duty.
- * Attendance will be taken daily (both AM & PM). Patrols late to their duty 3 times in one semester will receive a warning. Three warnings can result in removal from safety patrol duties.
- * 3 unexcused absences in a semester can result in removal from safety patrol duties.

Perform my duties faithfully:

- * Perform duties as outlined in Starkey Patrol Program booklet.
- * Be polite and courteous while on duty.
- * When your patrol belt is on, you are a role model for other Starkey students. Behavior unbecoming of a patrol can result in removal from being a safety patrol.

Follow school and classroom expectations:

- * Maintain a conduct grade of E or V.
- * Maintain grades of at least a "B" or better throughout the whole year.
- * Any behavior problem will result to the following actions:
 - 1st offense: verbal warning.
 - 2nd offense: written warning and/or change of posts.
 - 3rd offense: suspension from duties.
 - 4th offense: removal from duties.

* I have read the safety patrol program

Student Signature: _____ Date: _____
 Parent Signature: _____ Date: _____
 Parent e-mail: _____ Phone _____

For correspondence with patrol news/information

