

**Sandringham East Primary School**

Whole School Routines

| **Before school (8:50-9:00am)** | We enter classrooms and put our bags away. We are calm and getting our brains “warmed up” for a day of learning.  |
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| **9:00am**  | We start our day as a class with circle time/ tuning in/ roll<https://realschools.com.au/a-checklist-for-circles/> |
| **Music Playing at recess/lunch** | We end our play, go to the toilet and head to our class lines. |
| **Lining up after bells** | We line up in our grade area when play is done. |
| **Lunch eating time** | We eat sitting down to keep our bodies safe. We converse with our peers, learn more about each other while we enjoy our food. We use “restaurant etiquette”.  |
| **Using the toilets during class time** | We sign in/out so our teachers know where we are for safety reasons. We go in boy/girl pairings, so we have a peer to walk with us.  |
| **Moving around the school during class time** | We walk in lines and stay ‘together’ as a grade with our teacher. We move quickly, calmly and quietly.  |
| **Leaving a space** | When we leave a space, we push our chair in and leave everything clean and tidy.  |