Office

The following are the Emergency Procedure Expectations that have been adopted by all Staff and students at El Mirage Elementary School.

<table>
<thead>
<tr>
<th>Be Safe!</th>
<th>Be Respectful!</th>
<th>Be Responsible!</th>
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</table>
| ![Image of a dog with the text "Be Safe"](image) | - Use inside/quiet voice  
- Be patient  
- No running or shouting  
- Follow staff’s directions | - Don’t interrupt office staff when they are talking to someone  
- Follow staff’s directions, quickly and quietly  
- Wait for your turn  
- Avoid rude facial expressions |
| ![Image of a cat on a desk with a note and a pen] | ![Image of a student writing in a notebook] | ![Image of a dog with a pass in a notebook] |

- Always have a pass/note from teacher  
- Go back to class quickly and quietly  
- Avoid having conversations with other students