

| <b>B</b>                                   | <b>I</b>                               | <b>N</b>                                           | <b>G</b>                                         | <b>O</b>                                       |
|--------------------------------------------|----------------------------------------|----------------------------------------------------|--------------------------------------------------|------------------------------------------------|
| Wash your hands before eating              | Apologize when you're wrong            | Always put your trash in the trash can             | Do not call people mean names                    | Put things away after use                      |
| Hold the door open to help someone         | Chew food with your mouth closed       | Use manner words like \"please\" and \"thank you\" | Never use bad language                           | Ask permission first                           |
| Place your napkin in your lap while eating | Use kind words                         | **Miss Manners**                                   | Wash your hands before you eat                   | Ask to be excused before leaving the table     |
| Make eye contact when speaking to someone  | Don't reach across the table           | Don't use your phone at the table                  | Return something borrowed in good shape          | Give compliments when deserved                 |
| Pay attention to your teacher or leader    | Take pride but don't brag when you win | Help clear the table after eating                  | Do not put your elbows on the table while eating | Do not interrupt someone when they are talking |

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| <b>B</b>                                           | <b>I</b>                                          | <b>N</b>                                              | <b>G</b>                                   | <b>O</b>                                          |
| If you make a mess<br>clean it up                  | Don't use your phone at the table                 | Do not gossip or talk about other people in a bad way | Be a good sport about losing a game        | Be appreciative for gifts - send a Thank you note |
| Listen to your parents or leader with respect      | If you bump into someone always say \"I'm sorry\" | Help clear the table after eating                     | Ask permission to borrow something         | Use kind words                                    |
| Put things away after use                          | Don't reach across the table                      | <b>**Miss Manners**</b>                               | Ask to be excused before leaving the table | Don't talk while chewing your food                |
| Use manner words like \"please\" and \"thank you\" | Ask permission first                              | Wash your hands before you eat                        | Make eye contact when speaking to someone  | Chew gum with mouth closed                        |
| Do not call people mean names                      | Offer to take your guests coat                    | When friends visit let them choose what to play       | Return conversation                        | Place your napkin in your lap while eating        |

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|---------------------------------------------------|---------------------------------------------------|----------------------------------------------------------------------|-------------------------------------------|-----------------------------------------------|
| Never use bad language                            | Say \"yes\" when answering a question not \"Yeh\" | Ask to be excused before leaving the table                           | Be on time                                | Offer to take your guests coat                |
| If you bump into someone always say \"I'm sorry\" | Chew food with your mouth closed                  | Pay attention to your teacher or leader                              | If you make a mess clean it up            | Apologize when you're wrong                   |
| Don't reach across the table                      | Always put your trash in the trash can            | <b>**Miss Manners**</b>                                              | Hold the door open to help someone        | Listen to your parents or leader with respect |
| Wash your hands before eating                     | Be a good sport about losing a game               | While shopping show respect for others-no shouting no running around | When meeting someone new shake their hand | Chew gum with mouth closed                    |
| When friends visit let them choose what to play   | Ask permission to borrow something                | Put things away after use                                            | Make eye contact when speaking to someone | Cover your mouth when you cough               |