

Classroom Behavioral Procedures & Routines

Teacher: _____ Example _____

Classroom Procedures Defined		Taught to students?
Entering the classroom or Starting the Day	<ul style="list-style-type: none"> • Students walk into room • Students smile at teacher and say hello • Students take their folder at the door • Students take their seat • Students start the warm-up/ Do Now • Students sit silently in seat until teacher starts class • Students..... 	
Students arriving late	<ul style="list-style-type: none"> • Students sign in on sheet • Students knock on door and wait for teacher to open door • Students sit down quietly • Students speak with me at end of class • Students..... 	
Getting students' attention/ attention signal	<ul style="list-style-type: none"> • Clap twice and students repeat • Dim the lights and ask for silence • Start a rhyme, and students finish • Others 	
Working independently	<ul style="list-style-type: none"> • Students remain in seat • Students raise hand for help • Student voices off • Students.... 	
Participating in class discussion	<ul style="list-style-type: none"> • Students raise hand to participate • Students expected to participate in discussion • Students take notes on teacher lecture • Students.... 	
Getting into groups	<ul style="list-style-type: none"> • Students count off numbers • Students have permanent partners • Students take a random card • Students given 45 seconds to get into groups • Silence while moving into groups • Students.... 	

When completed assignment/ assessment early	<ul style="list-style-type: none"> • Work is turned into a folder on desk • Work is turned in at end of class to teacher directly • Students work on an extra credit assignment/ reading from extra credit folder • Students complete extra readings and write a summary • Each reading completed earns extra credit points • Every 3 readings completed allows student to cross off one test question (not essay questions) • Students work on long-term project • Students work on work for other class • Others.... 	
End of class/ leaving classroom	<ul style="list-style-type: none"> • Students remain in seat until teacher dismisses • Students complete their exit ticket • Students turn in exit ticket to teacher at door • Students 	
Disruptions (announcements, phone calls, knocks on the door)	<ul style="list-style-type: none"> • All students will remain silent during any distraction during class • Students will listen to announcements and will wait to ask any clarifying questions until they are over • Others.... 	
Obtaining materials (pencil, tissue, etc)	<ul style="list-style-type: none"> • To borrow a pencil students must give the teacher their ID • To get a tissue students must first ask permission and must go directly to get a tissue and go directly to throw it away • Students..... 	
Turning in homework	<ul style="list-style-type: none"> • All work is turned into the folder on the teacher's desk • All work is turned into the teacher's hand on the way into class or on the way out of class • All work must have your name and the date • Others.... 	
Asking for help from teacher	<ul style="list-style-type: none"> • Students raise hand • Two fingers means you have a question • Three fingers means you need something in the room (a tissue, throw something away) • Students..... 	
Other?	<p>Procedures for late work Procedures for guest speakers Procedures for oral presentations from students</p>	