

Teach routines and procedures (examples)

Coming in to class

1. Come prepared (books, pencil, other materials)
2. Walk in quietly
3. Hang up backpack
4. Pick up point card and 'help sign'
5. Sit down
6. Begin 'starter' activity

Leaving class

1. Bell rings = 'listening' behavior
2. Clean up area
3. Students excused one at a time
4. Take backpack and other materials (homework)
5. Line up
6. Walk out quietly

Transitions from task to task

1. Teacher gives 'listening' cue (teach 'listening' skill; see below)
2. Listen
3. Students excused one at a time
4. Move quietly to next activity

Voice levels (add visuals with color or number designations)

1. No talking (silence during tests, instructions, etc.)
2. Whisper voice
3. Regular indoor voice

Listening

1. Sitting quietly
2. Looking at the teacher