

It is critical for an effective teacher to have rules and procedures in place for students and that students fully understand the working expectations. Class rules should be aligned with both the school's plan and the school system's code of student conduct.

Create and Communicate (Verbally and in Writing) Fair Expectations

- Create a limited number of rules (three to five) that are clear, specific, and stated positively.
- Involve students in the process of understanding, developing, and implementing rules and procedures.
- Reinforce rules by practicing them with students.

Develop Routines and Procedures for Tasks that Occur Regularly

- Identify specific activities and develop a step-by-step procedure for completing the activity (e.g., sharpening pencils, turning in assignments, arrival and dismissal, quieting the class, etc.).
- Practice these procedures with students.

Set Up a System of Specific Consequences and Rewards

- Be sure consequences are reasonable and logical to the situation.
- Be consistent and fair in applying consequences.

For "Floaters"

- Have students overlearn your routines and procedures within the limitations of the physical space you are in.
- Post your schedule.