### Sample Classroom Management Plan

**Classroom Guidelines for Success/ Character Traits**

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| Guideline or Character Trait | Example |
| **P**repared | Have all materials necessary for learning |
| **R**espectful | Listen to different opinions  Follow classroom expectations |
| **I**ndustrious | Complete all work on time  Stay on task |
| **D**ependable | Arrive to class on time |
| **E**thical | Tell the truth  Complete own work |

**Attention Signals:**

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| 1. Verbal Cue: “I need your attention, please.” | 1. Timer |

**Classroom Expectations:**

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| **Attention:**   1. Voices off 2. Stop all activity/movement 3. Eyes on teacher 4. Follow directions | **Direct Teach:**   1. Voices off unless called on 2. Stay seated 3. Follow directions 4. Raise hand for help or permission |
| **Independent Work:**   1. Voices off unless you have permission to speak 2. Begin work right away 3. Work until the task is completed 4. Stay seated unless you have permission to get up 5. Raise hand for help or permission | **Partner/Group Work:**   1. Voice level: 1 – 2 2. Follow directions 3. Follow procedures 4. Stay in assigned space unless given permission to move 5. Raise hand for help or permission |
| **Entering Class:**   1. Voice level: 1 – 2 during passing period 2. Voices off after the bell 3. Walk, keeping hands, feet, and objects to self 4. Go directly to your assigned sear and follow procedures 5. Raise hand for help or permission | **Exiting Class:**   1. Voice off during class 2. Voice level 1-3 after dismissal 3. Wait for teacher dismissal before leaving 4. Walk, keeping hands, feet and objects to self 5. Ask teacher for help or permission |

**Acknowledgements and Redirections**

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| **Acknowledgements** | | **Redirections** | |
| **Verbal:** | **Non-Verbal:** | **Verbal:** | **Non-Verbal:** |
| * I like the way \_\_\_\_\_\_ is \_\_\_\_\_\_\_\_. * Thank you for\_\_\_\_\_\_. * \_\_\_\_\_\_\_ is \_\_\_\_\_\_\_\_. * I see \_\_\_\_\_\_\_\_\_\_\_\_\_. * You are showing \_\_\_\_ when you \_\_\_\_\_. * Thank you for being \_\_\_\_\_\_ by \_\_\_\_\_\_\_. * Great job of \_\_\_\_\_\_. | * Thumbs-up * Smile * Wink * Pat on the back * Hug * High five * Fist bump * Sticker | * Please \_\_\_\_\_\_\_\_\_. * You need to\_\_\_\_\_\_. * A better choice would be \_\_\_\_\_\_\_\_\_\_\_\_\_\_. | * “The look” * Proximity * Tap on the shoulder * Tap on the desk * Head shake * “Shhhhh” signal * Wait signal * Reminder note |

**Rewards and Corrective Actions:**

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| **Rewards** | | **Corrective Actions** | |
| **Recognition :** | **Parent Contact:** | **Restitution:** | **Parent Contact:** |
| * Student of the week * Master mathematician * Phone call | * Note home * Email | * Clean classroom * Prepare materials for next lesson | * Phone call * Note home * Email |
| **Time Earned:** | **Privileges Earned:** | **Time Owed:** | **Referrals:** |
| * Time to work on independent projects * Free time | * Extra computer time * Free choice centers * Lunch with teacher * Time with a preferred adult | * Cool down time * Time in another teacher’s classroom | * To mentor * To counselor * To administrator |
| **Positive Referral:** | **Others:** | **Privileges Lost** | **Others:** |
| * To mentor * To administrator * To preferred adult |  | * Loss of materials * Loss of computer time * Loss of free choice centers |  |