The Importance of Classroom Management

An Effective Discipline Plan Includes:

- Established rules
- Clear procedures
- Consistency
- Consequences and rewards
- Effective communication
- Administration support
- Parental support
- Good rapport with the students

**PLAN MUST BE IMPLEMENTED ON FIRST CONTACT WITH THE STUDENTS**

When applied consistently, procedures become routines.

The Three Steps of Teaching Procedures:

- Explain
- Rehearse
- Reinforce (remind & experience)

**STUDENTS FEEL SAFE WHEN THERE ARE PROCEDURES IN PLACE**

Situations that merit procedures:

- Entering the classroom
- Leaving the classroom
- Asking a question
- Listening to and responding to questions
- Sharpening pencils
- Turning in papers
- Indicating level of understanding
- Using the restroom/drinking water
- Behavior in the common areas
- Working in groups
- Working individually
- Working in learning centers
- Homework

Some of the information on this handout was extracted from “The First Days of School” by Harry K. Wong & Rosemary T. Wong; and CHAMPS: A Proactive and Positive Approach to Classroom Management by Sprick, Garrison, and Howard.
WHY ARE PROCEDURES SO IMPORTANT?

- It helps create a productive learning environment
- It provides students with structure and achievable goals
- It helps form responsible individuals
- It allows for various activities to occur during the day, with a minimum of wasted time and confusion
- Students know what is expected of them
- It increases on-task time and reduces classroom disruptions

THE RULES:

- Make it simple and understandable: post no less than three rules and no more than six rules
- Students will “own” the rules if you: have them expand on them
- For better understanding: rules go according to the grade level of the students
- State the rules positively: the word NO should not be part of any of the rules
- Post the rules in a place that is visible from all parts of the classroom

QUICK TIPS:

- Hand signals
- Voice levels
- MODEL, MODEL, MODEL
- R-E-S-P-E-C-T
- Eye Contact
- GOOD MANNERS ALWAYS GO A LONG WAY
- Positive reinforcement
- Speak the truth
- Take care of issues instantly
- Look for the good even when it seems bad

KEEP A POSITIVE ATTITUDE...
YOU HAVE THE POWER TO MAKE A DIFFERENCE IN SOMEONE’S LIFE