

General Classroom Procedures

The students' morning procedures will include; going to their cubby and putting all their things in it. The only thing they will need to get out of their bags is their folder. Then they will go to the lunch chart and put their name in either packed or school lunch. If they were absent they will get the work out of their shelf, which is next to the lunch chart. They will then put their folder on the corner of their desk and begin their bell ringer which will already be placed at their desk. After I am finished greeting the students as they come in the door I will get my binder that contains grades and attendance and walk around the room and check homework and also take up bell ringers for students that are absent and put them in their shelf. Then we will begin our day.

When students are going out of the classroom the class leader will get in line first and set the example for the rest of the students on how to line up. The students will always line up girls first then boys so boys will learn to always allow a lady to go first. They will walk in a straight line and I will walk beside them, that way I can keep an eye on them.

Also, students will handle and treat school and personal belongs as if they were their own. If we are using equipment the students will be assigned to a specific one that way if something happens to that object I will know who was on it.

Finally, the end of the day procedure will include a snack, which each day a child will be responsible for bringing in the snack that day. Then we will clean up the classroom, write down the homework assignments. Make sure students get any work that is on their shelf and then I will go around the class and make sure the students have written down their homework in their agenda. I will initial the agenda then they will go to their cubbies and then be dismissed.