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## Before-Class Guidelines

(NOTE: Lessons 1 and 2 should be taught on the first day of school.)

**Lesson objective:** Students will learn school behaviors that should be demonstrated before class begins. Students will tell why these school behaviors are important to their teacher, to their peers, and to them.

### Teacher preparation:

- On the board, list the materials the students need to bring to class.
- Duplicate a copy of Reproducible A for each student's folder.
- If you have not already made arrangements for each student to have a folder, dividers, and a pencil case, send a letter home to parents. Duplicate a copy of Reproducible B, Parent Letter, for each student. Reproducible B is an example letter you can use.

### Student materials:

- Student Book, page 5
- Reproducible A, page 101 (Teacher Guide)
- Reproducible B, Parent Letter, page 102 (Teacher Guide)

**Note to the teacher:** In order for you to teach and your students to learn, your students need to demonstrate certain behaviors before class begins. Explicitly teach these behaviors to your students on the first day of school. During the lesson, stress the importance of before-class behaviors. After introducing the **Before-Class Guidelines**, provide a great deal of feedback to your students on their performance. A suggested feedback procedure is found on page 14.

### General Teaching Procedure

(NOTE: On the board, list the materials that will be needed in class.)

1. Students open to page 5 and read the question. Explain that these behaviors are important so that students can learn and the teacher can teach.
2. Students read the first guideline and copy the list of materials from the board.
3. Ask students why the first school behavior is important to the teacher, to other students, and to them.
4. Repeat the procedure for the remaining guidelines.
5. Review the four guidelines. Individual students repeat a before-class guideline.
6. Distribute Reproducible A. Tell students that, beginning today, you will be giving them feedback on their use of the guidelines.

7. (optional) Tell students you will be giving points (stars, stickers, etc.) for following these guidelines.
8. Distribute Reproducible B.

### Answer Key for Lesson 1

1. (List of materials written on board)
2. No written responses
3. No written responses
4. No written responses

### Scripted Teaching Procedure

(NOTE: On the board, list the materials that will be needed in class.)

1. Open your book to page 5.—Read the question with me: **What should I do before class begins?** There are certain things you need to do before you come to class to help you learn and to help your teacher teach.
2. Read guideline 1 with me: **Bring the materials I need.** Teachers expect you to bring your materials to class every day. You can't do your best without them. On the board is a list of materials you will need in class. Read the list with me.—Write these materials under guideline 1.—If you didn't bring your materials to class, how would that affect you, the student?—Other students?—Your teacher?
3. Read guideline 2 with me: **Arrive on time.** Why is it important not to be late to class?—How might being late affect other students in the class?—Your teacher?
4. Let's read guideline 3: **Enter quietly and go to my place.** If your teacher is not busy when you enter the classroom, what could you say to him or her?—What should you do if your teacher is talking to another person or is busy with class preparation?
5. Let's read the last guideline: **Get ready for the first activity.** What materials would you need on your desk?—What should you put away?—How does being ready for class help you?—Other students?—Your teacher?
6. Let's repeat the **Before-Class Guidelines.**—These guidelines will help everyone in our class.
7. (Distribute Reproducible A.) Because these before-class behaviors are so important, you will be using this checklist to show how well you remember what to do before class.
8. (optional) Starting today, I will give you points (stars, stickers, etc.) for remembering what to do before class.
9. (Distribute Reproducible B, Parent Letter.) Take this letter home and explain to your parents the kinds of materials you will need to bring to class.