

# From Chaos to Classroom Control

Elaine Hannan, 3<sup>rd</sup> Grade Teacher, Cumberland Christian School

- ▶ **Always Show Respect - for my teacher, for my peers, for others**
- ▶ **Behavior – Be Christ-like – First time obedience (Translation: Obey immediately)**
- ▶ **Courtesy – Polite speech & actions in all circumstances**
- ▶ **Doing what is right! .... We could eliminate all rules if we simply followed the example of Jesus.**
- ▶ **Establish expectations – I spend the first week or two establishing and re-enforcing my expectations in every area, modeling. This saves time in the long run, and it gives more time for teaching.**
  
- ▶ **Establish Procedures for:**
  - Entering and unpacking
  - Getting out of seats – Signals: 1, 2, ask for anything else .... As we move on in the year, freedom to move around during “work time” increases.
  - Lining up
  - Passing out/in papers
  - Using the restroom
  - Packing up and dismissal – Items that are to “*Live in your book bag*” - agenda, homework folder, book report book, Victory Drill book.
  
- ▶ **Filing Systems**
  - Homework Folders
  - Friday Folders
  - Student Files
  - Class Charts for Scripture Mastery, Victory Drill & Math Mastery
  - Files for upcoming worksheets, quizzes, tests
  
- ▶ **Number Order**
  - Assigning Textbooks
  - Line up & travel
  - Paper Order
  - Folder Order
  - Restroom
  - Pencil Sharpening
  - “Drawings” – who goes first, second, third ....
  - Working with Classroom Aide or Parent Helpers

▶ **Student Organization in the Classroom**

- Agendas
- Journals
- Limited desk “stuff”
- Absent child’s assignments

▶ **Think through the day**

- Snack & water bottle in corner of desk
- Cleaning up after lunch
- Library books ... Ready at desk if they need to be returned.

▶ **Student Organization – at home**

\* Things that “Live in your bookbag”

Agenda

Homework Folder

Victory Drill Book

Book Report Book

\* Set of books for home use

\* E-mail can be your best friend

\* Teacher Website

▶ **Classroom Organization**

- General classroom supplies
- Coat rack & lunch box shelf
- Book shelves
- Learning centers
- Shoe Hangers
- Shelf organization
- Work on learning center activities at desks
- Game shelves – zip lock bags
- Keep everything neat ... and put it back where you found it.

▶ **Parent & Student Helpers** – Help in wonderful, but the teacher is still the one in charge. – Give guidance to your helpers.

- Room Parents
- Field Trips
- Craft Days
- Special Events (Walk-a-thon, Field Day, Family Heritage Day, etc.)
- Math Mastery & Victory Drill
- High School Helpers

▶ **Parent & Student Helpers** (continued)

*Procedures are needed for:*

- Students going in and out of the classroom silently
- Indicating who is next
- Consistency in testing between helpers

▶ **Group Work** – The key to successful group work is an achievable task, good directions, and specific jobs for students. (Keep groups small ... 3-5 students ... Everyone has a job.)

- *Team Captain* – Directs the work
- *Gopher* – Goes for supplies, goes to teacher with questions
- *Secretary* – Records needed information
- *Noise Police* – Keeps volume to quiet conversation
- *Reporter* – Tells results to the class.

▶ **What do I do when my work is done?**

- Study your Scripture Mastery Verse
- Study your spelling words
- Read your book report book
- Work on your book report summary
- Read a book from the chalkboard ledge or book shelf
- Journal Writing – Story Starters
- Hooked on Phonics SRA stories
- Practice Victory Drill
- Practice Math Mastery Drill
- Math Flash Cards
- Flash Master
- World / U.S.A. Puzzles – Use trays
- Brick by Brick – Visual Discrimination
- Computer – Websites or Games that I place on “Favorites” List

▶ **My Classroom Aide** – Lorna - 8:45-12:00

Daily Routine – Division of responsibilities allows us to get a lot done in a little time.

8:45-9:00 – I do attendance and notes from parents, Lorna does lunch orders

9:00 – I do flag salutes, Lorna takes attendance to the office and does any needed errands, phone calls, and photo copying. Then, we move into our day.

▶ **My Classroom Aide** takes care of:

- Objective grading
- Scripture verse testing
- Friday folders
- Filing student work into the folder
- Recording any “sign & return” papers
- Checking returned papers for parent signatures, notes
- Working one-on-one with students
- Working with small groups of children
- Bulletin Boards
- Replenishing classroom supplies

▶ **Recommended Reading**

- *The Essential 55* – Ron Clark
- *100 Ideas That Work* – Sharon R. Berry