

# CLASSROOM MANAGEMENT PLAN FOR DEVELOPMENTAL PRESCHOOL

The classroom rules for students are:

- 1. Be a good friend**
- 2. Listen to your teacher**

All staff working with students (teacher, paraprofessionals, therapists) and others are asked to be proactive and positive.

## **Create a Positive Environment**

To be positive, praise students for sharing with others, following directions, sitting, completing work and whenever there is an opportunity to give praise.

## **Be Proactive**

Anticipate student actions and redirect students before problems occur. Be sure student understands what activities will be taking place throughout the day. Interact with a student at all times. Sit and play, and talk with students. Try to avoid talking to them across the room. Speak in a respectful tone of voice.

When minor problems do occur, such as touching at inappropriate times or refusal to follow directions, these techniques should be used:

### **1. Verbal Direction**

Call student by name and give simple direction. Examples: "Sally, don't touch James. Be a good friend." "Josh, sit down. Listen to your teacher."

### **2. Physical Assist**

If a student persists say, "I will help you", and take student by the hand to physically direct him/.her.

### **3. Time Out**

When these techniques fail or behavior is unsafe (running away, physical aggression such as hitting, kicking, spitting, biting) then the following method should be used:

- 1) "Sally no hitting. You have time out."
- 2) a. Walk student to time out chair or chair at the table. The time out chair is a regular child sized chair. The table is where we do group activities and have snack.  
b. If the student does not comply with the request to sit in the time out chair, the staff will sit behind the student, preventing escape until the time is up.

- 3) After the student is seated, set a timer for 2-3 minutes. Ignore the student and encourage other students to play away from the time out chair.
- 4) The student is released when the timer goes off. If the student is given time out for refusal to follow directions (e.g. Refusing to help at clean-up time), the student needs to go back and resolve the situation (pick up the toy) before playing again.

### **Tips for Effective Management**

It is important to:

1. Be consistent. Time spent up front to establish discipline will save time later.
2. Be positive. Keep a sense of humor.
3. Keep voice level. Remain calm. Raised voices are not effective.
4. Be proactive. Prevent problems. Students should be well occupied with activities that are interesting and that they can accomplish independently.
5. If needed, tangible reinforcers may be used. For example, stickers or food.

If a student is given time out it is important to remember:

1. The consequence is separation from peers for 2-3 minutes.
2. After the consequence is served, move on. Do not dwell on negative behavior. Redirect the student to positive activity.