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ROUTINES WORKSHEET

What are the problem tasks or transitions?
1.
2.
3.
4.

List all routines. Prioritize where intervention is most needed starting with #1:

- 1.
- 2.
- 3.
- 4.

Prioritize where interventions are most needed and start with the routine that is the highest priority. Use multiple worksheets if more routines are necessary. Plan an introduction of the routines to the class.

Routine #1

What desired behaviors will replace problematic behaviors? What should the students DO? Outline the steps to the routine below. Make sure each step is operationally defined so your expectations are clear and consider any errors students are likely to make on these routines.	
1.	
2.	
3.	
4.	
5.	
How will you teach this routine to students?	
What visual aid or signal will you use to help cue students when to use the routine?	
What date will you teach the routine to students?	



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SAMPLE WORKSHEET

What are the problem tasks or transitions?
1. Students enter class late and create disruption in instruction by banging on the door. Students often interrupt other students or the teacher to find out what they should be doing.
2.
3.
4.

List all routines. Prioritize where intervention is most needed starting with #1:

1. *Entering class appropriately*
- 2.
- 3.
- 4.

Prioritize where interventions are most needed and start with the routine that is the highest priority. Use multiple worksheets if more routines are necessary. Plan an introduction of the routines to the class.

Routine #1

What desired behaviors will replace problematic behaviors? What should the students DO? Outline the steps to the routine below. Make sure each step is operationally defined so your expectations are clear and consider any errors students are likely to make on these routines.	
1. Knock Appropriately	Knock softly on the door no more than three times.
2. Enter Quietly	Students' voices and bodies are silent when they enter the room.
3. Get Folder	Find your work folder in the bin on the front table.
4. Read the Agenda	Check the day's agenda. Raise your hand if you need help.
5. Start Working	Focus your attention on the work scheduled for the day.
How will you teach this routine to students?	
I will spend 15 minutes describing the routine and why it is important. We will also role play examples and non-examples by having student volunteers demonstrate each step.	
What visual aid or signal will you use to help cue students when to use the routine?	
Students will make a poster to hang in the room by the door.	
What date will you teach the routine to students?	
Monday October 15	