

Procedures: Making Students Responsible

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It is no secret that a successful teacher is a good classroom manager who teaches procedure and routine. The most common cause of "misbehavior" is the lack of agreement about what behaviors are expected. The teacher expects one thing and that's news to the student. The result is a lot of confusion and frustration to the student and to the teacher.

A procedure is what the teacher wants the student to do and a routine is what the student winds up doing automatically. Well-established procedures help eliminate wasted time. Procedures help to prevent confusion and misbehavior and also eliminate the need for stating an expectation over and over again. They also help to plan ahead for frequently occurring events, social interactions, and tasks. For instance have a procedure for entering and leaving the classroom, what students should do when they are finished an assignment, intrapersonal procedure, greeting others, doing homework, quiet time, bathroom, lunch room and so on.

Writing procedures on chart paper and posting them on wall helps students refer to them whenever they need to. When a procedure is introduced and practiced you might want to put the procedures in a binder and put it in an accessible place in the classroom so students may refer to the procedures that they need.

Teachers and students need to spend a good deal of time the first weeks of the school year introducing, teaching, modeling, and practicing procedures until they become routine.

Students and teachers need structure in the classroom. Having the procedures in place will help give the classroom structure. Procedures also help a student feel secure in how the class is run. When this takes place they will be more willing to do what you want them to do. Procedures are a good method to help your students become responsible not only in the classroom but also responsible citizens in the community.