

Benchmark- Personal Classroom Management Plan

Student Sample

Grand Canyon University: ELM-250

Professor Stacey Barnes

Today's Date

**Classroom Management Plan**

**Table of Contents**

Professionalism.....3

Student Engagement Strategies.....4

My Philosophy of Classroom Management.....4

Classroom Procedures.....5

Rules, Consequences, and Reward System.....8

Classroom Arrangement and Cooperative Learning.....9

Communication with Families.....10

Classroom Management Evaluation.....11

Reflection.....12

References.....13

**Professionalism**

My personal professionalism as an educator will come from situations I have learned from as well as things I have learned while taking classes. This topic is important to me, and I hope that I can take what I have learned and put it into place with my own teaching practices. There are codes and laws in place that need to be followed, the codes and laws have been put into place to protect the privacy of students and the integrity of teachers. Many of the codes we have read about should not only be followed completely by constantly as well. There are codes set in place not only to protect the privacy of our students but also to protect the integrity of teachers as well. For instance, “An educator, shall not disclose information about students obtained in the course of professional services unless disclosure serves a compelling professional purpose or is required by law.” (NEA, 2020) Of course, collaboration between students, teachers, families, and administrators is important to have success in school. It takes an entire team to support students to ensure they are receiving the services they need to become successful. All my life I have dreamed of being a teacher so that I could make a change in kid’s lives. Collaborating with parents will help ensure the students are getting the most of their education, by communicating with my administration I can ensure that I have all the training I need and that I am meeting my student’s needs. I will work with my fellow teachers to create ways to keep our students interested and motivated. In doing this I will be able to determine if my students are getting the necessary tools to be academically successful. In doing this I can also make sure they are taking in the necessary materials to help them move along during the class. I have big dreams for when I become an educator and I plan to hold myself accountable.

**Student Engagement Strategies**

When I think about student engagement, I cannot help but think what my students will do when I am not able to help everyone. It is important to me that my students are aware of the classroom procedures, rules, and daily schedule. I want to set my expectations and behavior policy in place from day one. With that being understood I feel that I will be able to reach more students by running a well-managed classroom. I will use the same procedures daily so that they will understand if I clap three times, they need to get quiet and listen for directions. I want to keep confusion down as much as possible by being able to explain activities and taking questions. I would like to start out lesson with a short video. "When the lesson begins with something that grabs students, the purpose does not have to be set in advance; at other times, the purpose can serve to focus students and gain their attention (Fisher & Frey, 2011)." Then I will ask them to Think, Pair, and Share. This will foster student engagement. I will keep lesson interesting by finding out my students' interest. If they like to be outdoors, we might carry a lesson outside. I would like to use peer partners to help with social interactions and to help with self-confidence. I will fit in as many hands-on activities I can for the different types of learners. I will utilize a positive behavior system to encourage engagement. If students are engaged, they will receive tickets to later use to buy rewards. I hope that I can utilize what I have learned and lots of tools to help keep the students engaged.

### **My Philosophy of Classroom Management**

For any school or classroom to be successful there must be a mutual understanding. Students need to know that the adults want them to be successful. For my students I promise to support them and do the best that I can to provide services to help them. I will be ready to teach each day and if I make a mistake, I will own it and make it better. With that I hope they know they can and should do the same in return. I love the plan to collaborate with my students to

write rules and expectations. I hope to utilize Harry Wong’s effective classroom model.

Modeling, explaining, and showing students how to do something reinforces what is learned.

Both verbal and visual learners will have an opportunity with the Harry Wong model. The PBIS system is also something that I incorporate. I like that good behavior is being modeled. This helps students understand what is expected from them as students. Working together will foster all the needs of my students. I hope that setting examples will have all students geared toward success. I want my students to know that we are all in this together and that they can always come to me. By my students meeting with me we can cover self-motivation and social interactions.

**Classroom Procedures**

<b>Procedure #1</b>	<b>Independent work</b>				
<b>Purpose of procedure</b>	<b>Procedure steps or activity</b>	<b>When the procedure will be:</b>			<b>Assessment /Feedback</b>
		<b>Introduced</b>	<b>Modeled</b>	<b>Practiced</b>	
Students will be able to complete work independently .	1.Make sure your work area is clear. 2.Sit in the chair at your desk. 3.Ask questions about your assignment by raising your hand. 4.Write you name in all papers. 5.Complete work quietly to respect your peers.	From the first day of school the teacher will implement independent work time.	The teacher will model independent work time the first few days of school.	This time will take place daily and reinforced as needed throughout the school year.	Positive reinforcement will be given to the students that are observed following the procedure correctly.

<b>Procedure #2</b>	<b>Leaving the classroom as a class</b>				
<b>Purpose of procedure</b>	<b>Procedure steps or activity</b>	<b>When the procedure will be:</b>			<b>Assessment /Feedback</b>
		<b>Introduced</b>	<b>Modeled</b>	<b>Practiced</b>	

<p>Students are encouraged to make transitions swiftly and quietly.</p>	<ol style="list-style-type: none"> <li>1.Clean up your work area.</li> <li>2.Line up as you hear your table numbers called.</li> <li>3. Stand quietly facing the front.</li> <li>4.Reamain quiet in the hall.</li> <li>5. Stay in line until the destination is reached.</li> </ol>	<p>The procedure will be introduced the very first day of school.</p>	<p>The procedure will be modeled for the first few weeks of school.</p>	<p>This procedure will be practiced daily.</p>	<p>For students following the procedures they will be allowed to be the line leader or the door holder as positive reinforcement.</p>
---	---	---	---	--	---

<b>Procedure #3</b>	Individual students exiting the classroom				
<b>Purpose of procedure</b>	<b>Procedure steps or activity</b>	<b>When the procedure will be:</b>			<b>Assessment /Feedback</b>
		<b>Introduced</b>	<b>Modeled</b>	<b>Practiced</b>	
<p>To keep distractions to a minimal in the classroom.</p>	<ol style="list-style-type: none"> <li>1.Raise your hand and wait to be called on.</li> <li>2.Take the correct pass that matches the destination.</li> <li>3.Walk down the hallway and follow hallway procedures for the class.</li> <li>4.Only one student at a time will leave the class.</li> <li>5.Come right back to class.</li> </ol>	<p>The procedure will be introduced the first few days of school.</p>	<p>The teacher will model the activity the first few weeks of school.</p>	<p>As needed and any time a new student comes to class.</p>	<p>The teacher will watch for students that follow all the steps and make sure they receive positive reinforcement.</p>

<b>Procedure #4</b>	When you come in late				
<b>Purpose of procedure</b>	<b>Procedure steps or activity</b>	<b>When the procedure will be:</b>			<b>Assessment /Feedback</b>
		<b>Introduced</b>	<b>Modeled</b>	<b>Practiced</b>	

This will help students when they arrive late to come in and join the class with minimal distractions.	1.Come into the class and ask the teacher what activity the class is at. 2.Quickly go to the assigned activity and get to work.	The procedure will be introduced on the first day of school.	The teacher will model the first day of school.	This procedure will be practiced when needed.	Give praise to students when the procedure is followed.
--	--	--	---	---	---

<b>Procedure #5</b>	<b>Be safe when using technology</b>				
<b>Purpose of procedure</b>	<b>Procedure steps or activity</b>	<b>When the procedure will be:</b>			<b>Assessment /Feedback</b>
		<b>Introduced</b>	<b>Modeled</b>	<b>Practiced</b>	
This procedure will help ensure that students are safe when using their technology.	1.The websites that students are supposed to use will be bookmarked on all tech devices. 2.Tech devises will only be used when given permission so that the teacher can track who uses the device.	Within the first 2 weeks of school this procedure will be introduced.	The teacher will model the use on the smart board for all students to see and help students individually .	This procedure will be practiced anytime devices are used.	Positively reinforce the students that follow the technology procedures.

By establishing classroom procedures, it helps the teacher maintain class routines and student expectations for classwork and behaviors and keep everyone on track (Alber, 2017). Procedures that are clearly defined and posted in the classroom help students understand what is appropriate and what is not, as well as the outcomes for not following the procedure. In the classroom I work in we use a lot of visuals and reminders. Clear classroom procedures are important to create a framework that provides choices to students and helps teach students to self-manage their classroom behaviors and to keep distractions throughout the day at a minimal.

**Rules, Consequences, and Reward System**

**Rules:**

- 1) Respect everyone in our classroom.
- 2) Be prepared and follow directions.
- 3) Raise your hand to ask questions.
- 4) Stay quiet when someone is speaking.
- 5) Try your best.

**Consequences:**

- 1) Warning and name on the board.
- 2) Loss of 10 mins from recess.
- 3) Contact the parent.
- 4) Schedule a conference.
- 5) Written referral to the administration.

We need to be proactive in our classrooms as educators. Things are not always going to go smoothly and that is okay. That is the main reason for having procedures, rules, and consequences in place for our classrooms and the students. Students are learning how to manage themselves and will need guidance. I will keep a notebook of things that happen in the classroom that need to be documented. This will help me keep track of paperwork and to track behaviors for interventions (NGSS Life Science, n.d.). The notebook will also hold ways to improve so that the students will understand what they need to try to improve.

**Reward System**

- 1) Student will receive a brag note to share with the parent.
- 2) Student will be able to be a teacher's helper.
- 3) Student will be able to eat lunch with any friend in the classroom.
- 4) Special smart cookie treat from the teacher.

Students need rules in the classroom. This is important to remember with any type of reward system. Without rules students will not be as successful and the days would be rough. There are going to be some students no matter the rules that are put into place are going to misbehave. Having a good reward system in place may help encourage these students to follow the rules to earn something in return. Rewarding the desired behavior in a timely matter is



important to set an example in the classroom. This too will encourage challenging students. As time progresses make the rewards more challenging to receive.

### Classroom Arrangement and Cooperative Learning



My classroom design is to encourage peer interactions. I have two large group rugs that can also be used for smaller group center rotations. One of my large rugs has a bookshelf for students to use a reading center. I like the idea of rotating centers between the teacher, independent time, and technology use. I believe that incorporating centers will help build classroom relationships. I placed shelves around the room to cut down on distractions and to slow the traffic down within the room. I also destinated a particular cubby area for their belongings so that they will not be distracted by them during the day. I will allow my students to use tablets on the reading rug or at their individual seats. I did incorporate a calm down corner with a mirror. I want my students to learn to regulate their feelings and to know that it is okay to have different feelings. I think this area will give them time away but remain in the classroom. Helping students feel safe will help with academic achievements. Feeling safe will help students

engage more in lessons (Cuncic, 2020). I like this layout because it is simple, and it incorporates peer interactions that I feel are important for students.

### **Communication with Families**

Hello Kindergarten Parents!

I am so happy that you were able to attend our Open House event! My name is Shannon Jackson, and I will be your child's Kindergarten teacher. I am excited to get this school year started. First, I would like to share a little about myself. I have been married for 16 years and have 4 children. Two boys and two girls. We have lots of pets and love them all so very much. My children are in sports and in our free time we love to have movie nights. Before becoming a Kindergarten teacher, I was a paraprofessional for eighteen years.

As I stated before I am excited to get this school year started. I want all my students to understand that I want them to be successful. I will be here to help them along the way. I want all my students to understand that we are a team in this together (them, their parents, and myself). Together will work to help them succeed and crush their goals. I will send home all the classroom rules and expectations in a newsletter the first week of school. Open communication is very important. I am always available through email. Some other ways you can reach me is by a note in the agenda or through the Remind app that will be set up. I will always strive to respond within 24 hours. If something comes up and you need to reach me immediately, please contact the school. I will send pictures through the Remind app and a newsletter weekly to let you know what is taking place in the classroom.

If you like to ever help in the classroom, please let me know. I want us to work together to celebrate the students' successes and them crushing their goals. I can not wait to get started.

Thank you all you do,

Shannon Jackson

### **Classroom Management Evaluation**

I know that everything that happens in my classroom affects me, my students, and their families. I will strive to keep the families as informed as possible. I hope to have active family volunteers that can help in the classroom to help celebrate the successes of the students. Open communication through newsletters, the Remind app, and email will be used to ensure that families are kept up to date with what is happening. I will be an active member of my community and make myself available to the families in my classroom to help make communication easier. I believe in teamwork and there is no better team for our students than their parents and educators. Parents are the best teachers and role models that a child has. It is vital that parents are actively involved with their child's education (The Compass School, 2019). There's plenty of evidence that will prove that all positive communications between parents and educators leads to a positive impact on the academic success of a child in their educational journey.

There is a lot to remember when it comes to the legal obligations as an educator. We are given lots of information that needs to remain confidential at all times. Information needs to remain confidential on all students in education. Especially the information that pertains to their academics, behaviors, health, and any other issues (Reddy, 2020). As an education I will respect my students in keeping their information confidential by only serving it with the professionals that directly serve their needs.

### **Reflection:**

I went back in my classroom management plan to check for any errors. I did find some grammatical errors and spelling error. I also tried to make sure my topics were labeled correctly from the table of contents I did not do this in my rough drafts. The most suggested change from my peers was my format of the paper. I struggled with this part. I went into the student services guide and tried to read how to prepare my format. I tried my best to fix it with my final draft. Another suggestion was to use my resources to back my evidence. I used citation tools to help with citing my research. I tried to ensure that my research went along with the covered topics in my classroom management plan. This paper was a great way to reflect, and I discovered and created many ideas that I hope to implement in my future career as an educator. I do think that we change over time and my plan will change too but this is a great start.

## Resources

Alber, R. (2017, August 18). *Rules and routines in the classroom*. Edutopia.

<https://www.edutopia.org/blog/rules-routines-school-year-start-classroom-management>.

Cuncic, A. (2020, January 20). How to Develop and Use Self-Regulation In Your

Life. <http://www.verywellmind.com/how-you-can-practice-self-regulation-4163536>

Fisher, D., & Frey, N. (2011). *The purposeful classroom : How to structure lessons with learning*

*goals in mind*. ProQuest Ebook Central [https://ebookcentral-proquest-](https://ebookcentral-proquest-com.lopes.idm.oclc.org)

[com.lopes.idm.oclc.org](https://ebookcentral-proquest-com.lopes.idm.oclc.org)

*Importance of parent-teacher communications*. The Compass School. (2019, December 27).

<https://www.thecompassschool.com/blog/parent-teacher-communications/>.

NEA. (2020, September 14). Code of Ethics for Educators. NEA. <https://www.nea.org/resource>

*NGSS Life Science*. Classroom Discipline: Cheating, Consequences, & Rewards. (n.d.).

[http://www.ngsslifescience.com/science.php/science/classroom\\_management\\_consequences](http://www.ngsslifescience.com/science.php/science/classroom_management_consequences)

Reddy, A. (2020, November 15). *The educator's Role: Privacy, confidentiality, and security in*

*the classroom*. Student Privacy Compass. <https://studentprivacycompass.org/scheid1/>.