



### SUGGESTED CLASSROOM SYSTEMS

Working with students in small groups is a valuable use of instruction time because it allows the teacher to be more responsive to individual student needs. However teaching in small groups creates a different classroom dynamic than teaching in a whole group: there are multiple spaces throughout the classroom where students are learning, different volume levels than in whole group instruction and different materials and resources that need to be prepared.

This is why it is important to develop and maintain systems that support small group instruction- to create a classroom environment conducive to learning for both students who are working with the teacher and students who are working independent of the teacher. The more time you spend on these systems at the beginning of the year, the more it will pay off later on in the year. These systems should be reviewed throughout the year and/or be posted in the classroom for teachers and students to refer to. Below is an extensive list of classroom routines and procedures that teachers may want to consider implementing in their classroom.

Systems for anytime	Systems during small group	Systems during computer-based learning	Systems for independent work
<ul style="list-style-type: none"><li>• Quiet signal</li><li>• Hand signals for common needs: pencil, tissue, bathroom, water</li><li>• How to pull out/push in chair</li></ul>	<ul style="list-style-type: none"><li>• How to volunteer an answer (thumbs up/raised hand)</li><li>• Where to sit</li><li>• How to sit</li><li>• How to turn and talk</li><li>• How to listen</li></ul>	<ul style="list-style-type: none"><li>• How to access scrap paper</li><li>• How to store headphones</li><li>• What to do if you can't log in</li><li>• What to do if your internet stops working</li><li>• Backup work if a student can't get their computer to work</li><li>• What to do when they pass a lesson</li><li>• How to close the computer</li><li>• How to log off</li><li>• How to care for the computer (what and how to touch)</li><li>• How to ask for help</li></ul>	<ul style="list-style-type: none"><li>• How to ask for help</li><li>• What to do if you get stuck</li><li>• How to work with a partner</li><li>• How to work independently</li><li>• How to turn in work</li><li>• What to do if you finish work early</li></ul>