

Classroom management will be an important key to your success in the classroom. It isn't just a list of rules with consequences on the wall. It is letting your children know that you care about them, want what is best for them, and you love to teach. It is also how you have the classroom arranged and how well prepared you are for the day. These tips have helped me to successfully manage my classroom.

- 1. Class rules:** On the very first day of class using a social studies lesson on rules or reading a book on the importance of classroom rules, develop a set of classroom rules with the students. Your school librarian can help you choose an appropriate book. It is important to limit the rules to four or five. Try to phrase them in a positive way. For example: instead of saying don't run, you can say please walk. Share your consequences. Be very consistent in applying the rules. Be sure to incorporate the students' views by voting on rules and establishing routines.
- 2. Behavior plan:** Have some sort of visual way to show students if they have a warning or flipped a card. This can be a tree with apples, library card pockets with colored cards they flip, or any other colorful chart that matches your classroom theme.
- 3. Classroom arrangement:** Your classroom should be arranged in such a way that wherever you are sitting you can see your students. If you are working with a group of students at the back table make sure you are facing the rest of the class so you can still monitor them. Your desks need to be arranged in such a way that they can all see the blackboard, television, and you when you are teaching. The most effective way to group the desks is in groups of four so they can work in groups or alone without a lot of movement.
- 4. Consistency, consistency, consistency:** This will be the most important thing you can do for yourself and your students. They expect you will have rules and consequences and despite what they may say they need them.
- 5. Be Prepared:** Teaching begins as soon as your students walk through the door. It is very important you have well written lesson plans, gathered all of the necessary materials for the day, run off all worksheets, and completed anything else you will need for the day in advance. You might think you can get some of it done during planning. What if something unexpected happens that prevents you from getting it done? You need to plan and prepare as if you are going to be observed everyday.

Pam Livingston

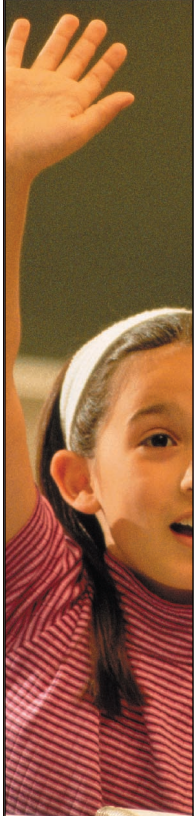
**Woodstock Elementary School
Virginia Beach, Virginia
Norfolk State University: BS-1990**





Tips For Elementary Classroom Management

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- 6. Time:** It is very important to use every moment of the day possible with your students. If you are well prepared you will be able to utilize every moment possible. Parent volunteers can help prepare materials, or even work with students in small groups or one on one. Get to work a few minutes early so you can ensure everything is in order. It is not a good idea to come in with the students. You will need a few minutes to do a few last things and so you are ready to teach as soon as they arrive.
 - 7. Disruptive students:** No matter how consistent you are, you will still have students who disrupt the class. If they become so disruptive that you can't teach or the other students can't work, it is time to remove the child. You may use timeout in the back of the room facing away from the class. Give them a card that asks, "What were you doing when I asked you to go to timeout?". This gives them something to think about while in timeout for a minute or so. You may need to need to arrange to have another classroom into which they can go to complete some work. Allow students as much as possible to determine when they are ready to return to the class or to their seat.
 - 8. Practice routines:** During the first weeks of class make sure you take the time to practice classroom routines. When students are aware of expectations and have practiced them everyday tasks become automatic and there is less disruption during transition time.
 - 9. Transitions:** This is the crucial time to ensure that routines are followed. Teachers should incorporate some sort of fun learning activity into transition times, such as a song to reflect what was learned or a chant about a topic, so that there is little or no down time.
 - 10. Be Positive:** Consistently point out what students are doing well. Use the good behavior of peers to demonstrate how students should act. Congratulate the students on his or her accomplishment or specific behavior—remark on the act, not the child. Use phrases like, "I'll bet you're proud that..." Be aware that some students are embarrassed to receive compliments in front of their peers. In these cases, compliment the child in private.