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| In the PHMS English Language Arts Classroom | | | | |
|  | Direct Instruction | Independent Work | Group Work | Transitions |
| Respect | * Follow Directions * Stay on task * Remain in your seat unless instructed to do otherwise | * Stay on task * Manage time wisely * Remain in your seat unless instructed otherwise | * Follow directions * Stay on task * Work with *your* group * Use time wisely | * Put unneeded items away * Have required materials ready to begin the task |
| Responsibility | * Equity of Voice * Be part of the group’s goal * Be prepared | * Raise your hand for the teacher’s attention * Work quietly * Complete your *own* work and allow others the opportunity to complete *their* own work * Complete work properly | * Listen to others * Accept each other’s opinions, answers, and differences * Ask clarifying questions | * Know the goal * Keep hands and feet to self * Move swiftly and quietly * Keep space between you and others * Perform your job and follow the procedure |
| Safety | * Focus on the assignment * Stay in your seat unless directed otherwise | * Sit properly in your seat * Push in your chair when you are not using it * Throw all trash in the trash can * Carry your Chromebook with both hands | * Focus on the assignment and what your group members are doing * Remain aware of what is going on around you * Keep your hands and feet to self | * Walk * Watch where you are walking * Alert a staff member immediately if you notice anything dangerous |
| Collaboration | * Raise your hand to speak * Collaborate when directed to do so | * Raise your hand and wait quietly if the teacher is assisting a classmate or speaking with someone else * When using headphones or earbuds, keep the volume low enough as to not be heard by others * Collaborate when directed to do so | * Do your share of the work * Everyone participates * Help create opportunities for group members to feel they are contributing | * Help your neighbor * Leave the area clean and orderly * Being prepared helps transitions go smoothly and saves valuable time |