

### Following Directions

Listen to the directions

Carefully read the directions

Ask any clarifying questions

Begin assignment/project

Rationale: Allows students to efficiently complete their work without disrupting the class.

### Begin an Assignment

Sit at a desk with only necessary materials

Read the directions

Begin assignment

Voice level 0

Rationale: Teaches students how to take responsibility for their learning.

### Listen

Keep eyes on the person speaking

Center attention on speaker

Voice level 0

Calmly wait for the speaker to finish before asking a question or making a comment

Thank the person for their time

Rationale: It communicates you value other people's thoughts and opinions.

### Borrowing Materials

Politely ask to borrow materials

Remain calm and wait for response

If yes, tell the classmate thank you and give a time frame when you will return the item

If no, politely accept their response and say thank you

Rationale: It reduces bullying instances.

### Accepting being told no

Remain calm

Take a deep breath

Respond with "I understand" or "Okay"

If needed, annotate frustrations and ask to discuss with teacher/peer at a later time

Rationale: Self-control and learn how to communicate in a calm manner.



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