

Guidelines for Check In/ Check Out Program

PURPOSE OF THE PROGRAM: To provide assistance to students by modeling effective organizational techniques and procedures to improve homework completion.

GOAL FOR THE STUDENT: To demonstrate effective organizational techniques by improved grades in homework completion.

- This program is managed by an Instructional Support teacher for grades 5-7 who acts as a daily “homework messenger” for students. She does not follow up on late assignments; she assists students with recording daily assignments and packing their backpacks.
- Parents are emailed regularly with updates on their child’s progress with homework completion.

STUDENT EXPECTATIONS: The student must make substantial effort to help themselves. If student is disrespectful and/or complacent about his/her responsibilities, the student will be either issued a detention or dismissed from the program.

ENTRANCE: Teacher recommendation for students in grades 5 & 6. Teacher recommendation and parent and student meeting for students in grades 7 & 8.

EXIT: One of the following: Two weeks of no missed assignments or classroom and Instructional Support Teacher recommendation with parent meeting.

Natural consequences for students who do not complete homework:

- Failing grades
- Exclusion from extra curricular activities
- Inability to participate in class

NOTES:

- In order for this to work most effectively, we need parent involvement. We will make every effort to assist parents with tools necessary to help their child.
- The IS teacher will start with grades 5 & 6 and end with grades 7 & 8 each day.
- Maximum of 5 students in program at one time so as not to compromise effectiveness for students.