**The Start of a Middle School Plan**

Cathy Terrell, a Spanish teacher at El Dorado Middle School says, “Before the first bell rings, my students are in their seats, quiet, and working. I have learned that the best way to start off a new school year is to have a detailed plan and script of exactly what will be said and done on that first day. My students love my class, and it is because of the procedures, guidelines, and activities that I have put into place to develop a more effective approach to teaching.”

Cathy Terrell’s First Day Plan

* Greet each student at the door.
* Hand each student a welcome card with directions to a seat. Tell children to read and follow the instructions written on the board.
* Show students where their folders are located for each specific hour.
* Project opening assignment onto the screen with directions to locate the handout in their folder.

Begin each class and welcome students:

* Go over Power Point presentation on classroom procedures.
* Have students guess characteristics about me based upon the graphics in slide.
* Ask students if any of them have some things in common with me.
* Talk about my love for teaching.
* Discuss classroom guidelines.
* Explain procedures for entering the classroom (which they used this morning as they entered) and refer to poster that reinforces entering procedures.
* Explain point system for bellwork and show stamp sheet example.
* Review schoolwide discipline plan and refer to poster lists the rules.
* Take photos and explain that this will go on their “All About Me” paper, so that I can learn their names, faces, and a little about them.
* Explain dismissal procedure and then go through the procedure as the class prepares for dismissal.