

Leader's Notes

CKC Coaching Sheet: Small Group Routines

Small Group Routines: Arrival and Check-In

Leader: Allow your group to read and discuss the scenario on their handout. If you find that any of the notes listed below add value to your group's discussion, you may point them out.

- Jenny has successfully created *structures* for small groups by color coding them by grade, making nametags and giving her Small Group Leaders (SGLs) each their own check-in roster.
- It's possible that she has failed to clearly communicate and model the *process* to the students.
- Jenny could regroup with her SGLs and make a plan to reteach the check in routine. The first step is to make sure all leaders and students understand the expectations.
- The team might have the kids practice check-in procedures: walking in (not running), placing backpacks in a designated area, finding the group leader, checking in and getting their nametags, beginning the activity/snack.
- The students could practice this three or four times, and even turn it into a competition to see which groups do it the most quickly.
- Another possibility that might be contributing to chaos is a lack of a clear discipline system. The leaders may need to set more clear consequences for students who do not follow expected check-in behaviors.
- One more issue here could be with Small Group activity itself. Maybe the kids are running around because that is more fun than the alternative activity offered by the SGL. Kids are drawn to *fun*, so SGLs could work on engaging their group in an activity or game the kids won't want to miss out on.