



Steps to an effective attention signal	How it will work in my classroom
SELECT	Select a signal that is developmentally appropriate and matches your style in the classroom.
Step 1: Identify a verbal and visual cue to use that your students will recognize immediately as your attention signal.	
Step 2: Determine how students will respond so you know they are ready.	
TEACH	<i>"I am going to show you a signal that means I need your attention. Here is the signal (demonstrate). When I use this signal, stop talking, look up at me, respond with (demonstrate the student response you chose) and wait. I will tell you what we need to do next when everyone has eyes on me."</i>
Step 3: How will you describe the attention signal to your class when teaching it?	
Step 4: How will you show your class what it looks like when teaching it?	



<p>PRACTICE</p>	<p><i>"OK, we are going to practice using the signal. I want to see how quickly you are all able to have your eyes on me. Ready?" (use signal)</i></p> <p><i>If all students respond within 5 seconds, tell them that they are doing it correctly: "Wow, you guys gave me your attention quickly. Great work. I will be looking for everyone to give me their attention next time I use the signal."</i></p> <p><i>If some students respond slowly or not at all, demonstrate and explain the signal again, then practice again: "That was close. Some of you forgot to give me your eyes and respond with (demonstrate the student response you chose). Let's try that again. We can do it this time! Remember, when I use this signal, stop talking, look up at me, respond with (demonstrate the student response you choose), and wait. I will tell you what we need to do next when everyone has eyes on me. Ready?" (use signal)</i></p>
<p>Step 5: Determine how often and when you practice (e.g., before morning meeting, after lunch, and one other time during instruction).</p>	
<p>Step 6: What prompt will you use to let the student know you are going to practice?</p>	
<p>Step 7: How will you let the students know they met your expectations (e.g., provide praise, earn points, etc)?</p>	