

# Check-In/Check-Out

## Coach's Role



Think about the little things that could trigger problem behaviors for students. Remove those barriers.



Make sure everyone has the basic supplies they need: paper, pencil, notebook. If they're missing anything, grab a supply from your stash and put it in their backpack. Help them be prepared to learn.



Get to know your students and naturally give them reminders to carry with them throughout the day. If they struggle with the respectful expectation, remind them to listen and raise their hand in class. If they turned in their book report yesterday, congratulate them on finishing up their project.



Tell everyone you're glad to see them and to have a great day.

## Tips to Be Successful

1. Maintain Consistency
  - a. As much as possible, have the same designated adult greet the student(s) each morning
  - b. Use checklists of implementation steps to make sure the program is implemented consistently
2. Make sure the CICO program is a school priority to ensure consistent implementation
3. Decide how data will be collected, analyzed, and shared with staff
4. Watch for students who are losing interest in the program
  - a. Incorporate self-monitoring
  - b. Schedule booster student training sessions
5. Implement strategies to prevent students from hoarding tokens
  - a. Involve students in the selection of back up reinforcers
  - b. Schedule "have to pay to participate" events (e.d., pizza parties)
  - c. Incorporate expiration dates for tokens

# Check-In/Check-Out Set-Up

Support	Description	Schoolwide Data Entry Criteria	Data to Monitor Progress	Exit Criteria