

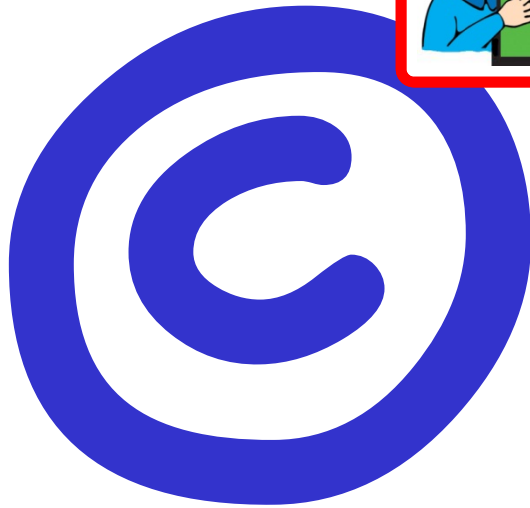


Learning Headquarters'  
Second Grade Common Core PDFs

# Second Grade Classroom Systems and Tools



[www.learningheadquarters.com](http://www.learningheadquarters.com)



## Learning Headquarters' Copyright Notice

**©2002, 2015 Learning Headquarters**

All rights reserved. All content (texts, trademarks, illustrations, photos, graphics, files, designs, arrangements, etc.) are copyrighted to Learning Headquarters.

Learning Headquarters grants you permission to use these materials for your personal classroom use, without altering or removing any trademark, copyright, or other notice from such material.

It is strictly forbidden, and in violation of copyright law, to reproduce, republish, redistribute, or resell these materials in any format (including original or revised formats) to any other individual or institution or to transmit or post these materials by any means, electronic or mechanical (including photocopy and on-line), without express written permission from Learning Headquarters.

**Learning Headquarters**

7290 Navajo Road, Suite 207

San Diego, California 92119

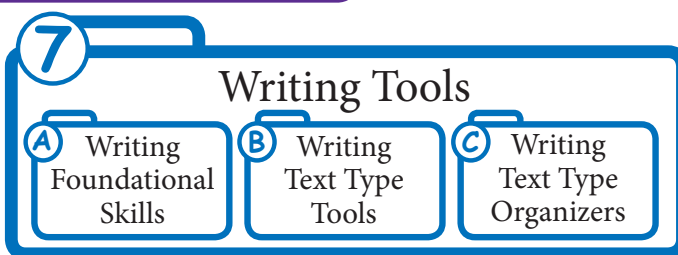
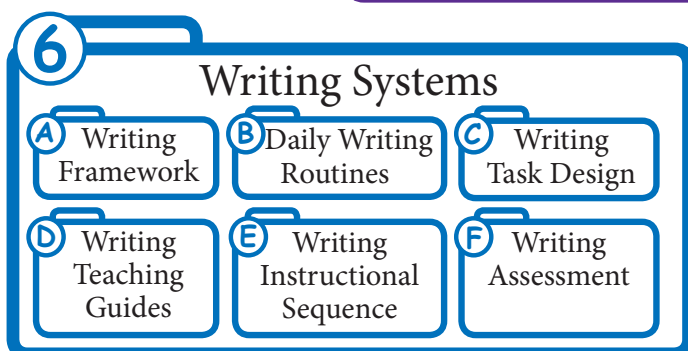
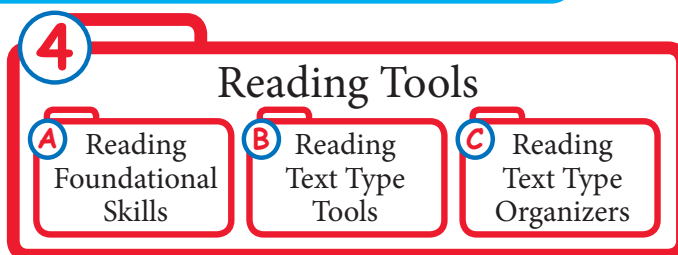
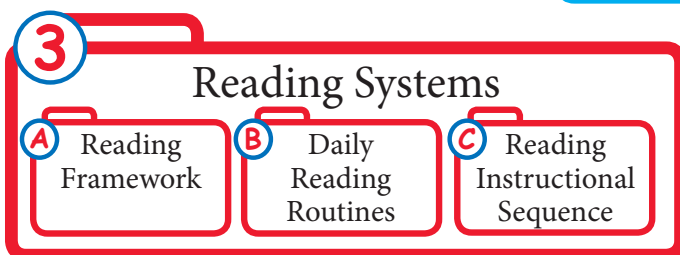
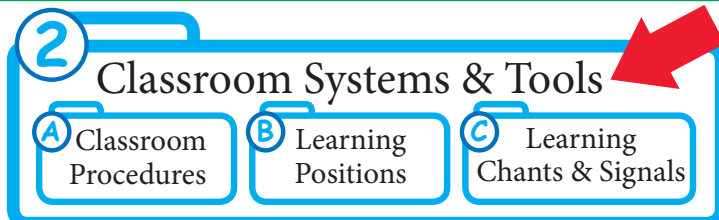
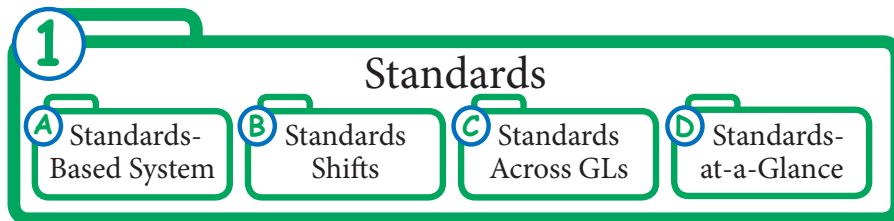
Phone (619) 229-0010 Fax (619) 229-6672

E-mail: [lhq@sbcglobal.net](mailto:lhq@sbcglobal.net)

[www.learningheadquarters.com](http://www.learningheadquarters.com)

# Learning Headquarters' Second Grade Downloadable PDFs

This file of PDFs is a portion of a comprehensive system for *Learning and Thinking through Reading and Writing.*



# Learning Headquarters' Second Grade Common Core PDFs

## • Second Grade Classroom Systems & Tools •

The materials and tools in this file are designed to help all students have a clear understanding of classroom behavior expectations.

With these schema-building teacher demonstration charts and organizers, students will take responsibility and independently manage their learning based on a set of effective teacher- and student-generated criteria.


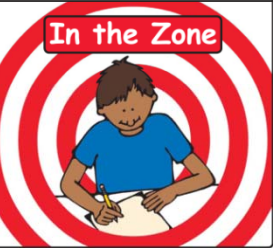


In this file, you will also find 'Adaptable Action Pieces,' which are individual PDF pieces for use on interactive whiteboards and projection systems.

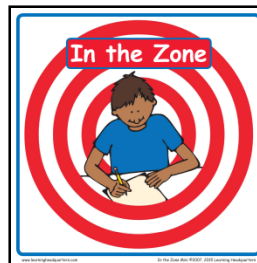


### Independent Worker Guide



Classroom Procedures

Independent Worker Guide	
On Task	4 
	3 
Off Task	2 
	1 



This eye-catching scoring guide is used as a tool to target student behavior, emphasizing on-task decisions to create an atmosphere of all students 'in the zone'. Using this tool promotes student buy-in by including the students in generating the criteria to define the four levels of responsible, independent workers in the classroom.

Classroom Procedures PDFs  
Independent Worker Guide

Classroom Procedures Adaptable Action Pieces  
In the Zone Mini

A

Classroom Procedures

Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**PROCEDURES**

This is what I do when...

The fire bell rings: \_\_\_\_\_  
I enter the classroom in the morning: \_\_\_\_\_  
I enter the classroom after recess: \_\_\_\_\_  
I enter the classroom after lunch: \_\_\_\_\_  
I sit on the carpet: \_\_\_\_\_  
I need to go to the restroom: \_\_\_\_\_  
I don't have a pencil: \_\_\_\_\_  
I need to sharpen my pencil: \_\_\_\_\_  
I have a question: \_\_\_\_\_  
I need to get the teacher's attention: \_\_\_\_\_  
I hand in my work: \_\_\_\_\_  
I finish my work early: \_\_\_\_\_  
I change groups: \_\_\_\_\_  
A student is disturbing me: \_\_\_\_\_  
The day ends: \_\_\_\_\_

www.learningheadquarters.com Procedures Sheet ©2002, 2015 Learning Headquarters

This practical tool assists the instructor in identifying, modeling, and practicing a safe and structured classroom environment. The Procedures Sheet offers an opportunity for the teacher to set clear and standardized behavior expectations collaboratively. Using student-generated anecdotes, educators can build a positive and organized community of learners. This tool helps to model ways to proactively address off-task or disruptive behaviors and provides students with a set of steps, tools, and signals to maintain independently.

**Classroom Procedures PDFs**  
Procedures Sheet

B

Learning Positions

**Writing Position**

Sit up tall,  
feet flat and out of sight.  
Hand flat on paper  
and pencil up,  
ready to write!

www.learningheadquarters.com Writing Position Chart © 2002, 2015 Learning Headquarters

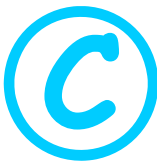
**Carpet Position**

Legs crisscrossed,  
sitting steady.  
Hands to myself.  
Yes, I'm ready!

www.learningheadquarters.com Carpet Position Chart © 2002, 2015 Learning Headquarters

These user-friendly tools provide visual examples of behavioral expectations. The Learning Positions Charts set the tone, clarify the standard, and provide support for feedback and accountability with independent behaviors. Using these Learning Positions Charts in the classroom help to decrease off-task behaviors and increase instructional moments so all students are clear on what it should look, sound, and feel like in the classroom.

**Learning Positions PDFs**  
Carpet Position Chart  
Writing Position Chart  
Primary Reading Position Chart  
Reading Position Chart  
Listening Position Chart



# Learning Chants and Signals

## Learning Chants and Signals

### Problem-Solving Signals

**1** "I'm still your friend, but please stop talking."

**2** "I am trying very hard to ignore you."

"I've tried everything and now a teacher needs to help."

Adapted from Davis, Christine, 2002  
Problem-Solving Signals Chart © 2002, 2016 Learning Headquarters

### Water Signal

touch letter 'w' to mouth two times

"May I please be excused to get drink of water?"

www.learningheadquarters.com Water Signal Chart © 2002

### Finished Signal

start palms facing in and then turn hands so palms facing out

"I'm all done."

Finished Signal Chart © 2002, 2016 Learning Headquarters

### Response Signals

rock fist up and down to nod 'yes'

tap two fingers together with thumb

Yes No

"I know my answer."

www.learningheadquarters.com Response Signals Chart © 2002, 2016 Learning Headquarters

### Hold It In Signal

cover mouth to hold thought in

"Hold that thought in so it doesn't escape."

www.learningheadquarters.com Hold It In Signal Chart © 2002, 2016 Learning Headquarters

These independence-building chants and signals provide visual and verbal cues for students to learn to manage themselves in a positive learning environment. The Learning Chants and Signals Charts provide clear expectations for many day-to-day classroom procedures. Before you know it, your community of learners will be running the show independently!

#### Learning Chants and Signals PDFs

- Problem-Solving Signals Chart
- Debugging Steps Chart
- Ask 3 Before Me Chart
- X Marks the Spot Chart
- Restroom Signal Chart
- Tissue Signal Chart
- Water Signal Chart
- Urgent Signal Chart
- Sit Down Signal Chart
- Stand Up Signal Chart
- Rotate Signal Chart
- Line Up Signal Chart
- Walking Signals Chart
- Volume Signal Chart
- Pencil-Sharpener Signal Chart
- Time Signals Chart
- More Signal Chart
- Finished Signal Chart
- Discussion Signals Chart
- Question Self-Check Signal
- Response Signals Chart
- Personal Space Signal Chart
- Me Too Signal Chart
- Quiet Signal Chart
- Pause Signal Chart
- Hold It In Signal Chart
- Choral Response Signal Chart
- Partner Signal Chart
- Think Time Signal Chart
- Zone Signal Chart
- Next Steps Signal Chart
- Personal Goal Signal Chart
- Let It Go Signal Chart
- Attention-Getting Signal Chart I
- Attention-Getting Signal Chart II
- Eyes on Me Chant Chart
- Ready Chant Chart
- Focus Chant Chart
- Stop Chant Chart
- Clap Chant Chart