

THE 30 DO'S AND DON'TS OF CLASSROOM ETIQUETTE FOR TEACHERS

Do

- treat all students with patience and respect
- listen to your students
- avoid sarcasm
- encourage students to ask questions when they don't understand
- take the time to explain things
- keep your personal likes and dislikes from affecting student-teacher relationships
- empathize with the pains and pressures of adolescence
- treat students as individuals
- expect the best, not the worst, from students
- model tolerance and compassion
- allow students to go to the bathroom
- reward responsibility with extra privileges
- treat boys and girls equally
- make corny jokes at your own risk
- use breath mints

Don't

- ignore students
- talk down to students
- accuse students based only on suspicions
- punish the whole class because of one person
- call on students just to embarrass them
- make fun of students in front of the whole class
- prejudice other teachers' opinions of a student
- invade a student's privacy
- play favorites
- keep students after class just to inconvenience them
- take your own personal problems out on students
- assume the worst without letting a student offer an explanation
- judge students before getting to know them
- assume that all students who pass gas are doing it on purpose
- condescend

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THE 30 DO'S AND DON'TS OF CLASSROOM ETIQUETTE FOR STUDENTS

Do

- listen to your teacher
- think before speaking
- clean up after yourself
- come to class prepared
- raise your hand to be called upon
- make eye contact when speaking and listening to others
- compliment each other
- • remove your hat in class
- address your classmates and teachers with kindness and respect
- keep your hands and feet to yourself
- say "Please," "Thank you," "Excuse me," and "I'm sorry"
- find another response for displeasure besides anger
- work diligently in class, even if you must pretend to be interested in a subject or assignment
- talk directly to the person with whom you have a conflict, rather than to everyone else
- remember that teachers have feelings, too

Don't

- bully others
- be physically or verbally aggressive
- sexually harass others
- ignore a reasonable request
- talk when a teacher or classmate is talking
- take another's property without permission
- backbite or spread rumors
- put people down to look cool
- interfere with each other's learning
- act bored or fall asleep in class
- make hurtful comments about another person's looks, abilities, background, family, ethnic heritage, or sexual orientation
- pressure others into doing things that are mean, harmful, or illegal
- belch or pass gas on purpose
- text, game, Facebook, etc., during class
- cause the markers to squeak

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