**Eastgate Check In Check Out Information Sheet**

Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Check In Check Out (CICO) program provides positive daily performance feedback for students who are at-risk behaviorally and who may benefit from daily positive adult attention. The intervention is most appropriate for students who seek or enjoy adult attention. This also provides a positive communication link between home and school, sets students up for success each morning, and can be faded to develop student self-management.

**CICO Facts**

1. Purpose of CICO

* Positive support system
* Time-limited
* Student self-management

1. Check In

* Counseling Hallway
* After breakfast, before the start of school (7:55)

1. Behavioral Expectations

* Ready, Respestful, and Responsible

1. Daily Points Goal

* 38 points M, T, W, and F, 45 points on Th (80%)
* 4 out of 5 days each week

1. Daily Progress Report (DPR)

* Hand to your teacher at the start of each class
* The teacher will fill out and return to you at the end of each class
* Must accept positive and corrective feedback from teachers

1. Check Out

* Counseling Hallway
* 5 minutes before the end of the school day (2:55)

1. Reinforcement

* E-tickets for checking in, having DPR filled out, returning with parent signature
* Choice of small candy at the end of each day when goal of 38 or 45 points is reached
* Soda on Friday if goal of 38 or 45 points is reached on 4 of 5 days
* Must accept disappointment when goal isn’t reached

1. Plan for Fading

* Gradual move to self-management
* Graduation celebration of choice when fading is completed

**Suggestions For Parents**

1. Ask your child to see the DPR each afternoon.
2. If the goal was met provide praise.
3. If the goal was not met give corrective feedback and encouragement for the next school day.

* “What can you do differently tomorrow?”
* “Is there anything I can do to help you with this?”
* “I know you can meet the goal tomorrow!”

1. Sign the DPR and remind the student to return it to school.
2. Keep the interaction brief.
3. Use a positive, encouraging tone with your child.

I have read and understand the Check In Check Out program.

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_