**Example Secondary Cafeteria Procedure Lesson Plan**

(Maintenance “Boosters”)

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| Expectation | Cafeteria Procedures |
| Specific Behavior(s) and/or Procedures*List behavior and steps to complete* | At All Times:* Follow directions first time asked
* Use appropriate talk
* Use school property as intended

While Entering, Getting Food & Being Seated:* Wait patiently in line in designated area(s)
* Know your order; place it quickly
* Have money or lunch card ready
* Keep account current
* Smile, greet servers
* Say please and thank you
* Find a seat quickly and remain seated while eating

While Eating:* Use appropriate talk
* Use food and silverware appropriately

While Cleaning Up & Exiting:* Clean up after self
* Put trash in bins
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| Context*Identify the locations(s) where behavior is expected.* | Cafeteria |
| **Teaching All Students** |
| Generalization | Pre-correct/ Remind *Anticipate and give students a reminder* | * All staff who interact with students during 4th period (lunch time) will be asked to remind students about the cafeteria procedures before the students exit for lunch.
* During the first week of school 5 minutes each day will be spent on the pre-correct/reminder with all steps discussed on the first day, and on the following day the topics for reminders will come from performance feedback of cafeteria supervisors and administrators.
* In subsequent weeks teachers are asked to give a 1-minute pre- correct/reminder each day regarding hallway behavior on the way to the cafeteria and/or cafeteria procedures. There may be times where specific pre-corrects/prompts will be given to the teachers from the SW-PBS Leadership Team.
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| Supervise*Move, scan and interact with students* | * Everyday during the first week of school all teachers area asked to go to the cafeteria once students are dismissed to lunch to model hallway and cafeteria expectations and procedures and to provide assistance to assigned supervisors as needed.
* In subsequent weeks staff will, as assigned, complete designated cafeteria supervision.
* Additionally, during periods when increases in problem behaviors in the hallways during lunch periods or in the cafeteria are anticipated staff may be asked to provide extra supervision or support (e.g., after vacation breaks, final week of school, etc.).
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|  | Feedback *Observe student performance & give positive, specific feedback* | * “Thank you for being responsible by disposing of your trash and recyclables in designated bins. That shows respect for our school and the environment.”
* “Thank you for keeping your tone and volume at a level that shows respect for those around you.”
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| Reteach*Practice throughout the day* | * Staff may be asked to review procedures in classrooms before dismissing students to lunch if certain behaviors become consistently problematic across a lunch period.
* Supervisory staff may be asked to reteach in the cafeteria setting all or specific steps that many students are not displaying with consistency.
* Use student written and produced videos for use in re-teaching school-wide or with lunch periods who show repeated noncompliance with cafeteria procedures.
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