

# Maximizing Your Classroom

## Establishing Individual Work Stations & Alternate Options

How a classroom is physically set-up can make a significant difference with managing behavior in a group. The key is in having a space that is explicitly set-up with different areas, each having a clear purpose. This sets the stage for establishing clear structures and routines which in turn will contribute to laying the foundation of the expectations with different behaviors and overall functioning.

Within a class group, students have a wide range of needs and what is required by the adults to help them be most successful in school. For some, working in groups or in close proximity does not cause problems. For others, the very physical proximity of others, where their desk is located within a room triggers them and renders them unable to get on task or stay on task for even short periods of time. Creating alternate work stations can make a huge difference on how they will live the classroom experience, enable to reach them and engage them into their learning. Risk taking will only come when a student is feeling securely attached to their teacher and they feel comfortable, safe and understood in their classroom setting needs.

### *Individual Work Stations, otherwise called 'Mini Office'*

#### For intervention with a student when:

- They struggle to focus or stay focused with other students in close proximity
- They feel vulnerable about others seeing their work
- Are struggling to manage their emotions and need a quiet space to work, meanwhile remaining within the classroom
- Adults feel that a student needs a 'change of space' or 'change of pace' – provides different locations for 'divide and conquer'

#### You can include:

- *Individual Work Station Tools* container that includes (pencils, eraser, sharpener, pencil crayons)
- *Individual Work Station/Mini Office* sign – this helps to provide a clear message of how the space is to be used
- Academic resources that remain within the space, some students will be more open to using these 'in private'
- Sound reducing headphones
- Privacy Divider

#### *Individual Work Station Tool Kit Mini Office Tool Kit*



#### *Privacy Divider*



Individual  
Work  
Station



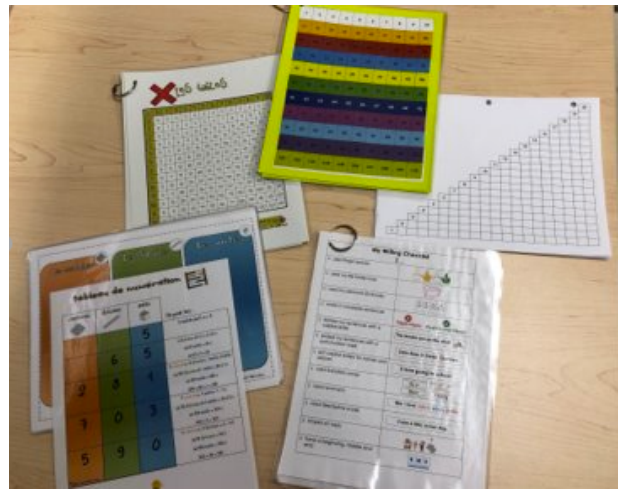
*Individual Work Station/ Mini Office sign*



Mini  
Office



## Academic Resources (have a variety of tools available for Math, English, French)



## Standing Work Station

### For intervention with a student when:

- They struggle to stay seated at their desk
- Need to be in a different physical position
- Will benefit from being in a different physical location in the classroom
- When their movements are distracting or disturbing to their peers

### You can include:

- *Standing Work Station Tools* container that includes (pencils, eraser, sharpener, pencil crayons)
- *Standing Work Station* sign - this helps to provide a clear message of how the space is to be used
- Academic resources that remain within the space, some students will be more open to using these 'in private'
- Sound reducing headphones





### 1-person Standing Work Station

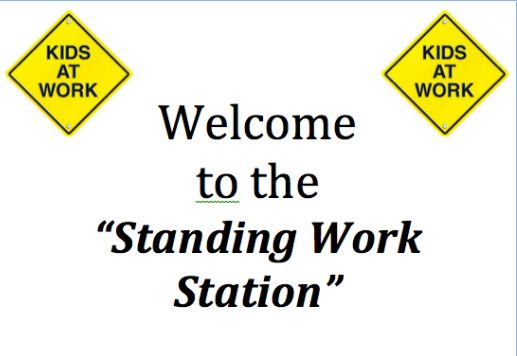


### 2-person Standing Work Station



Your Standing Work Station may look like:

- A 'reserved & identified' area along a window ledge
- The top of a waist-height bookshelf or filing cabinet
- An ironing board (can easily be stored or moved to another location as needed)
- You may also choose to delineate the floor area



## ***Dry-erase table/dry-erase work surface***

### **For intervention with a student when:**

- They struggle to engage in or complete their work with paper/pencil
- Provides an alternative for brainstorming in a fun and interactive manner. A photo can be taken of their work which can then be printed if needed. For some students, this alternate approach will make the difference of them engaging in or not with learning tasks.
- When the dry-erase surface is with an adjustable table or a white board on the wall, it provides an alternate work surface along with an alternate working position

### **Dry-erase Table**



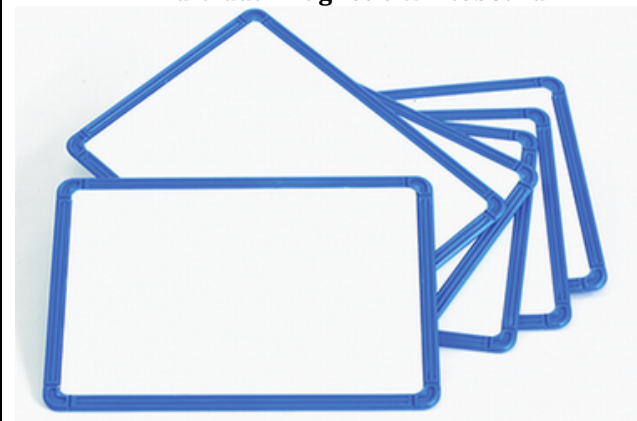
### **Dry-erase board**



### **Reusable Dry Erase Pockets**



### **Individual Magnetic Whiteboard**





## Cycle Desk



For intervention with a student when:

- They struggle to stay seated at their desk
- When they have energy to expend in a manner that will not be distracting to others
- Provides an outlet that will not impede on the personal space of others and maintain the student in the classroom.

You can include:

- A pencil with a string tied to the desk surface

## Alternate Work Stations

Surf Portable Work Station – ‘Seat Surfer’



Lap desk



Clipboards



Bean bag lap desks



**U-shaped table**



**Bentwood Lap Desk**



***Flexible Seating Options***

***Scoop Rockers***



***Folding Floor Chairs***



**Ergonomic Adjustable Height Stool**



**Surf Portable Work Station - 'Seat Surfer'**



**Rocking Stool - Hokki Seat**



**Ray-L Chair**





**ErgoErgo Stool**



**Bean Bag Chair**



**IKEA Egg chair**



**1-legged stool**



**Monoblock Comfort Chair**



**Ball Chair**



**Exercise Ball**



**Disco-sit cushion**



<p style="text-align: center;"><b>"Fatboy " bean bags</b></p> 	<p style="text-align: center;"><b>Gym mats</b></p> 
<p style="text-align: center;"><b>Gymnic Movin'Sit</b></p> 	 <p style="text-align: center;"><b>Basket station/Book Boat</b></p>
<p><b>Going to the Beach!</b></p> <p><b>This is a flexible and moveable station. It can be stored in a small space and taken out when needed. It is possible to set-up in the classroom or in the hallway just outside the classroom door. This enables students to be in sight of the adults.</b></p> <p><b>Materials include:</b></p> <ul style="list-style-type: none"> <li>✓ A camping chair</li> <li>✓ A patio umbrella</li> <li>✓ Sunglasses</li> <li>✓ Fun hat (optional)</li> <li>✓ Search'n Find Activity or book</li> <li>✓ Coloring page with pencil crayons</li> <li>✓ Clipboard</li> </ul>	

**Bringing new materials and making changes in a class will most often cause a stir in a group. In order to increase the likelihood that the tools and different areas are well used by students, it is key that these be introduced, that expected behaviors be explicitly named and modeled. Then, students need to be reminded and coached to ensure safe use of the different stools and taking care of the materials at their disposal.**

**It is important that the materials be available for all students even though they are being introduced are for a selected few. If there are times when the stools are not used in a safe manner, it is key that there be an initial reminder, but that following this, the stool be removed as it is not being safe in the context of a tool at school. The stool can be reintroduced later in the day or the next day. It is key to solicit the student's good intentions to use the tool in a safe manner. If this is an ongoing struggle the item may be removed from the room to be reintroduced at a later date. The key is that the child not be reprimanded or giving a consequence but that the focus be on safety and taking care of the child.**