

Classroom Set up Checklist

Physical Environment

Is the space inviting?

- Is academic and creative work displayed on the walls and changed regularly?
- Are written and visual materials culturally sensitive?
- Is there a comfy reading or writing corner?

Is the space flexible?

- Is the furniture adaptable and multi-use and can it be moved around easily?
- Are there areas for collaboration (small groups) and a place to gather as a whole class? Are there spaces for those who prefer to work quietly?
- Can accommodations be made such as providing a place for quiet work or minimizing visual distractions?

Is the space designed for autonomy?

- Are resources and supplies easily accessible?
- Are resources such as reference materials and anchor charts easy to access and clearly visible?
- Do digital devices function and have students been taught the appropriate procedures and guidelines for using them?

Is the space interesting for students?

- Are there reading and resource materials in a wide variety of subjects, readability and sophistication?

Is the space safe?

- Are systems in place to meet students' basic needs to be (bathroom, water, fresh air)?

Affective Environment

Is there a sense of community?

- Are students encouraged to work collaboratively and collectively?
- Is every student accepted as a valued member of the group?
- Are there any class traditions/rituals that set a positive tone?
- Is there a sense of caring and togetherness?

Are the expectations clear?

- Are rules clearly posted and communicated?
- Are there consistent and fair consequences?
- Do students have input on the rules?

Is mutual respect consistently and clearly communicated?

- Do my voice, body language and words convey respect and acceptance?
- How do I handle my own frustrations, irritations or fatigue?
- Are questions welcomed and responded to thoughtfully?

Does it feel safe to take risks?

- Are sarcasm and ridicule absent?
- Do I communicate positive expectations?
- Are small steps appreciated?
- Do I help students see mistakes as opportunities for learning?

Are successes recognized and celebrated in a variety of ways?

- Are differences among students seen as assets?
- Are activities designed so that every child can contribute something to the group?
- Are student projects, writing and ideas displayed, published or acknowledged in some way?