



STAPLE #M3 | Greet Students at the Door

Greeting Students at the Door is an essential first step in setting the tone for positive interaction with all students who enter your classroom.

SETUP

1. Stand outside of your door a few seconds before or right at the sound of the bell.
 - Ensure there is a line of sight inside the classroom and outside the hallway/walkway.
 - Maintain a welcoming body posture.
2. Keep all student work, clipboards, etc., at your desk and not at the door.
3. Get ready to greet students as they come by.

ACTIVITY

1. As students come by your classroom:
 - Smile – be sure you have an authentic, upbeat look.
 - Make Eye Contact – look directly at all of your students as they come in the door.
 - Friendly Notice – notice something nice about the student
 - “Hi, you look ready for class today.”
 - “Good morning; I like your hairstyle today.”
2. Have students speak to you to solicit feedback
 - Hello | Good Morning | Good Afternoon | Hi
3. React to student feedback based upon their response
 - Interactive – allow students to enter the classroom.
 - Non-interactive – probe student(s) further to better understand their demeanor.
 - Real-time Approach (outside classroom)
 - Probe the student to get more information about how they currently are.
 - Remember to continue to interact with other students as they enter.
 - Delayed Approach (inside the classroom)
 - Probe the student in a private conversation at the beginning of class or when deemed appropriate.

CLOSING

1. Final Steps:
 - Maintain consistency in being at the door daily and every class period.
 - Encourage disorderly to “get it together” before coming in.
2. Follow-Up:
 - Put your unique spin on greeting students at the door by hand-shakes, friendly gestures, etc.