



## Setting up for Success at Home: Using Ci3T Structures to Facilitate Positive, Productive, Continuous Learning Opportunities during the COVID-19 Crisis

### A Closer Look: Set and Teach Expectations

Structures and predictability can support a sense of safety for children and youth (and adults too!). Along with your family's schedule for the weekdays (and perhaps even the weekend!), the next step is to think about what your child needs to know to successfully engage in the activities throughout the day. We suggest you create an expectation matrix for your elementary, middle, or high school-age children to use as a visual reminder. You might have seen similar expectation matrices in your child's school that defined expectations for all key settings in the school building: classroom, hallway, cafeteria, and so on. These expectations (e.g., be respectful, be responsible, give best effort) are accompanied by specific behaviors of what they look like in each setting. For example, *stay in your seat while eating* might be a behavior listed for the cafeteria setting at school. Creating and clarifying similar expectations at home (*eat your meals in the kitchen*), provides multiple benefits. Taking the time to discuss what is expected in the current situation allows families to come to an agreement on what is expected and children to contribute their ideas. Clear, written expectations support children in being independent throughout the day. Also, having written expectations for a new schedule helps keep some consistency for children and youth in a very unpredictable time.

To create your own expectation matrix, consider following these steps:

**Step 1:** To set your expectations, consider the settings or activities your child is in throughout the day and list them across the second row of the table. Settings are the places your child will spend time. Activities are what your child will do during the day on a regular basis. Use your schedule to identify the settings or activities.

**Step 2:** Use the 3 expectations in the example (be responsible, be respectful, give best effort), use the ones from your child's school, or create your own.

**Step 3:** Add specific behaviors that your family agrees are important for a successful experience in each setting or activity. Keep these brief and positively stated and make sure that you all interpret them in the same way.

**Step 4:** Consider ways to teach the expectations. For younger children, your family might act out examples and non-examples of the behaviors. This could be acting out what it looks like to keep your eating area clean – and what it looks like when you don't! For middle and high school students, you might ask a few questions just to check to make sure everyone is on the same page.

**Step 5:** Post a copy of the matrix in your home or share an electronic copy so that it can be seen or accessed by all family members in each setting.

**Step 6:** Use the matrix to provide precorrections and behavior specific praise.



*Precorrection* is a strategy to make sure your child knows what is expected before beginning the activity. For example, “Please remember to be responsible at lunch by washing your hands, staying in one place until you are finished eating, and wiping down the area when you are finished.” Using precorrection reminds your child of what is expected so they can successfully meet your expectations.

*Behavior specific praise* is used after your child meets the expectation. For example, “I noticed you washed your hands for 20 seconds before lunch. That will help keep you healthy.” “Thank you for staying at the table to eat your lunch. That was helpful for me while I was on a work call.” or “I appreciate the way you wiped the table off after lunch.”

Additional resources for using these strategies and others are located on <http://www.ci3t.org/>

Below we provide example matrices for elementary, middle, and high school-aged students. You will also find a blank template at the end of the document that you can use to create your own expectation matrix.

These serve as samples for home expectation matrices to support social distancing and telelearning. This document should be adapted by each family to meet their specific needs.



**Sample Elementary Home Expectation Matrix**

	SETTINGS or ACTIVITIES						
Expectations	Morning Routine	Outside / Exercise Time	Recreational and leisure time	Academic Instruction	Mealtime	Technology Time	Bedtime Routine
Be Respectful	Wash your hands when you wake up Move quietly through the house Listen and give your attention to family members	Maintain a safe distance from others while playing Wait until others are finished with equipment before using Wipe down equipment after each use	Take turns with spaces and toys available in the house Use kind words Wipe down items after each use Use a quiet voice when other family members are learning or working	Follow directions and our family schedule Use learning materials as directed by your teacher or parents Wipe down materials after each use Remove distractions	Keep your eating area clean Keep your hands and feet to yourself Maintain safe distance from others while eating	Take turns with the technology Use a quiet voice when other family members are learning or working online Wipe down devices after each use with adult supervision	Use a quiet voice if others are already sleeping Give others who are getting ready for bed appropriate space
Be Responsible	Clean your area once you wake up Get out of bed at scheduled time Give each other space	Ask an adult if it is safe to use equipment Clean equipment before each use Stay in our yard Wash hands as soon as you come inside	Wipe down items before using them Maintain a safe distance from others Tell an adult if you see something unsafe	Wipe down materials before each use Use materials with care Maintain a safe distance from others as you work and learn	Wash your hands before and after eating Stay in one place while you eat Wipe down your area when done	Wipe down devices with adult supervision before you use them Access only allowed sites and apps Log off devices when finished	Wash your hands before you go to bed Clean your area before you go to bed Go to bed at scheduled time
Give Best Effort	Follow all steps of your morning routines Use kind words with those around you Respect the space of others	Keeps hands and feet to yourself Be active Choose a safe and healthy activity	Ask before using something that belongs to others Maintain an organized space Engage in approved activities	Fully participate in the activity Ask for help when needed Work on and complete activities as assigned	Use table manners Use an appropriate voice level Communicate with others from a safe distance	Take proper care of your device Use devices during designated times Think about which device you want before your turn starts	Follow all steps of your bedtime routines Use a low voice level Respect the space of others



**Sample Middle School Home Expectation Matrix**

Expectations	SETTINGS or ACTIVITIES						
	Morning Routine	Outside / Exercise Time	Recreational and leisure time	Technology Time	Mealtime	Academic Instruction	Bedtime Routine
Be Respectful	Maintain an appropriate voice level  Give others privacy and space  Share the restroom with others	Take care of the space and equipment  Follow rules during games or activities  Wipe down equipment after use	Maintain a safe distance as you share spaces with others  Keep a low voice level around those who are working or learning  Wipe down items after each use	Use device during designated time  Handle the device appropriately  Wipe down devices after each use	Use manners  Engage in polite conversation  Make healthy choices	Keep an appropriate noise level while others are working or learning  Stay engaged with your task  Wipe down materials after each use	Use a low voice  Give others appropriate space  Follow the bedtime routine
Be Responsible	Wake up each day on a regular schedule  Practice daily hygiene (wash your hands, shower, brush teeth, etc.)  Keep your area clean	Wipe down equipment or activity before use  Maintain a safe distance from others  Stay in designated area	Wipe down items before use  Maintain a safe distance from others  Keep items and spaces clean and organized	Wipe down the device before you use it  Access only allowed sites and apps  Keep a safe distance from others as you use the device  Log off devices when finished	Wash your hands before and after eating  Offer to help set the table or prepare meals  Keep your area clean	Wipe down materials before each use  Stick to the schedule  Maintain a safe distance from others  Remove distractions	Practice good hygiene  Go to bed on time  Keep your area clean
Give Best Effort	Follow all steps of your morning routine  Review and plan for the activities of the day  Greet others from a safe distance	Choose a physically active, non-contact, game or activity  Keep a positive attitude  Use equipment safely	Actively participate in the activity you choose  Share something positive	Keep devices updated and charged  Engage in fun, helpful, or positive things to share with others  Use social media to connect with friends safely	Share something interesting about your day at family mealtimes  Be kind to others  Stay in one place while you eat	Keep track of your progress as you finish tasks  Ask for help politely when you need it  Focus on your assigned task	Follow the bedtime routine  Ensure all activities from the day are cleaned up



**Sample High School Home Expectation Matrix**

Expectations	SETTINGS or ACTIVITIES						
	Morning Routine	Outside / Exercise Time	Recreational and leisure time	Technology Time	Mealtime	Academic Instruction	Bedtime Routine
Be Respectful	Maintain appropriate noise levels as you get ready  Give others the appropriate amount of space and privacy  Be considerate of time in the bathroom	Take care of the space and equipment  Maintain a safe distance from others  Wipe off equipment after each use	Maintain appropriate distance as you engage with others  Keep a low noise level while others are working and learning  Wipe off items after using them	Use device during designated time  Put devices away when finished  Share technology with others  Wipe off the device after using it	Use manners  Maintain polite conversation  Make healthy choices	Remove distractions before you start working  Keep noise level down  Focus on your assigned task	Use a quiet tone of voice  Give others space  Respect others' bedtime routine
Be Responsible	Wake up on time  Practice good hygiene (wash hands, brush teeth, shower, etc.)  Keep your area clean and neat	Wipe off equipment before you use it  Use all equipment safely  Share your location and plans with your family	Wipe off items before using them  Take care of items and spaces that you are using  Keep common spaces clean and organized	Wipe off devices before using them  Access only allowed sites and apps  Keep devices updated and charged  Clean screens after use  Log off devices when finished using them	Wash your hands before and after eating  Offer to help set table or prepare food  Clean up after yourself	Start on time  Take breaks during allowed times  Complete your tasks for the day	Practice good hygiene  Put dirty clothes where they belong  Log off and clean devices  Set your alarm for the next day
Give Best Effort	Greet others from a safe distance  Review and plan for the activities of the day  Take time to assess your wellbeing	Choose a physically active, non-contact, game or activity  Stay in safe areas while being mindful of others' space  Be polite	Keep remote conversations positive  Use kind words  Actively participate in what you choose to do	Focus on fun, helpful, and positive things to share with others  Use social media to connect with friends safely  Check on a friend or family member every day	Look for ways to help others  Share something interesting about your day  Include others in conversations and actively listen	List small and attainable goals and frequently check your progress  Acknowledge yourself for meeting your goals  Share your accomplishments with others	Develop a routine to relax before bedtime  Prioritize having regular sleeping and waking hours  Wish others a good night



## Template Home Expectation Matrix

	SETTINGS/ACTIVITIES						
Expectations							