

Behaviour Marks System

Late	=	-4
No pen	=	-4
No notebook	=	-4
No course books	=	-4
Sleeping/eating	=	-4
Noisy	=	-4
Repeating above	=	-8
Disrespect	=	-8
Fighting/bullying	=	-8
None of above and works hard	=	+2*

* Only those below the 100% top mark.

How to use Viv's Excel behaviour tracker

1. Fill in the name of the class and the names of each student in the class in the first column on the left.
2. Decide which behavioural aspects you wish to track. The pre-loaded categories relate to problems face with primary and secondary government boys' schools in the Middle East.
3. Decide the relative seriousness of each challenge and adapt the behaviour marks penalties above so that they are relevant to your classroom. This Behaviour Marks System should then be printed out and displayed clearly in the classroom or projected on to the board before each lesson starts.
4. This behaviour tracker is most effective if it can be projected from the teacher's laptop onto the board at the beginning and end of each lesson.
5. After a behavioural challenge during a lesson, for example if student 1 arrives late, click on the square relevant to this problem add enter the number of penalty points (in this case the number 4). The student's total behaviour score will automatically be reduced in the column on the far right. If the same student is involved in a fight later on in the lesson, add 8 to this column and the total behaviour score will be further reduced. Repeating the same negative behaviour results in the penalty being doubled, for example if a student is noisy once, they incur a 4 point penalty, but if they are noisy a second time in the same lesson, the penalty is doubled to 8.
6. Reinforcing positive behaviour: if the student mentioned above works hard in a subsequent activity or shows good behaviour for the whole lesson, adding 2 to the green columns on the right will result in that students total behaviour score moving up. In the situation that this particular tracker was designed for, students not bringing their course materials was a persistent problem, which is the reason for 'Stationery' being on the list of positive factors.
7. Save the name of the file to include the name each class you use it with before using it for the first time, and remember to save it at the end of each lesson (Excel options allow you to automatically save files every 5 or 10 minutes).
8. I found this behaviour tracker particularly useful during parent-teacher meetings, allowing a way to demonstrate the challenges their child generated in a visually compelling way (for privacy, the names of other students in the class can be temporarily hidden to each parent).

This Microsoft Excel spreadsheet can be adapted and shared freely, but please leave the address for my web site at the top of the page. :-)

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