**Expectations for Worktime**

* Think: Do I want to work alone right now or do I want to work with a partner?

Remember that you are never allowed a group of three!

If you want to work with a partner, think about what material you need to work with and ask a friend if they need to work with that too.

* Walk to the shelf. If it is LA Worktime (every morning before first recess) then go to the LA shelf. The teacher will tell you if it is LA/Math/Free Worktime but if you are not sure, either ask a friend or quietly ask the teacher.
* Choose something you think you need to work with. Take it carefully off the shelf and bring it to your work area.
* Work area: Choose to work at a table, a desk (yours or a friend’s), or the floor. If you are working on the floor, use a mat. This way you know how much space you have and your friends will respect your space.
* Stay at the activity until:
  + Your work is finished.
  + Your teacher says that time is up.

If you have not finished your work, place it in the “unfinished work” basket.

* Clean up your area. Roll up your mat if you have one, put away your pencils, and place your work materials back on the tray. Place the tray on the shelf that you got it from.

☺