



# PATTAN AUTISM INITIATIVE

EVIDENCE BASED PRACTICES LEARNING MODULES



# PATTAN AUTISM INITIATIVE



PaTTAN Autism Initiative

**PAI**

The PaTTAN Autism Initiative guiding principle is to provide systemic support utilizing evidence-based practices to empower special education teams across Pennsylvania.

# PATTAN AUTISM INITIATIVE CORE VALUES

We support all Local Education Agencies (LEAs) to cultivate internal capacity to effectively implement teaching strategies and classroom systems.

We provide on-site coaching, modeling and classroom training and technical support to ensure that all classroom teams and teachers receive the necessary tools to meet the diverse needs of students, including those with autism and related disabilities, as well as other complex needs.

We collaborate closely with districts to foster inclusive learning environments, thus elevating student outcomes and championing equity in education, ensuring that every student can meet their fullest potential.

Consultation provided by the PaTTAN Autism Initiative is ongoing and adaptable to the evolving needs of classrooms and students.



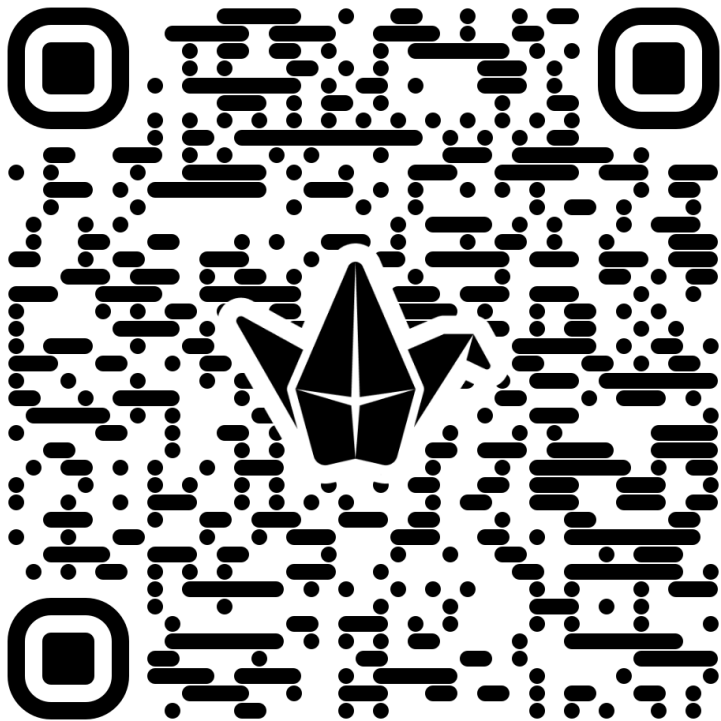
# BUILDING A CLASSROOM SCHEDULE

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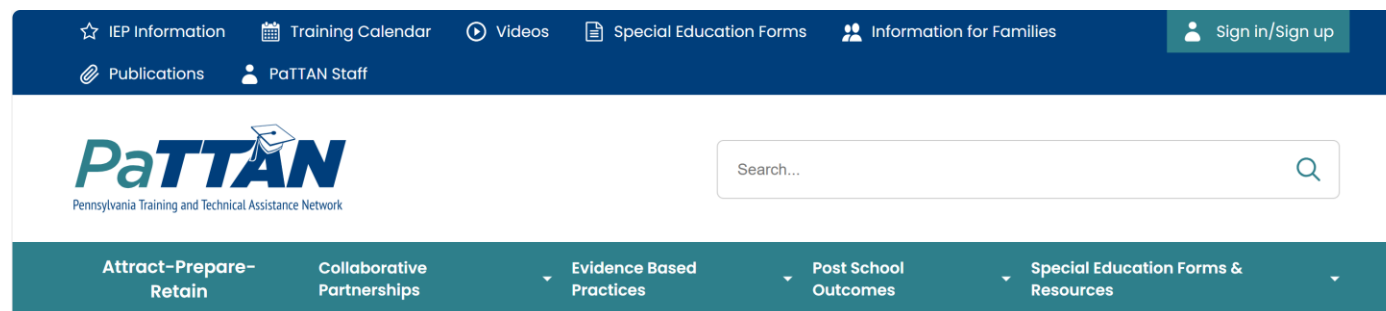
EVIDENCE BASED PRACTICES LEARNING MODULES

# EVIDENCE BASED PRACTICES LEARNING MODULES-RESOURCES

## Padlet Resources



## PaTTAN Website



[www.pattan.net](http://www.pattan.net)



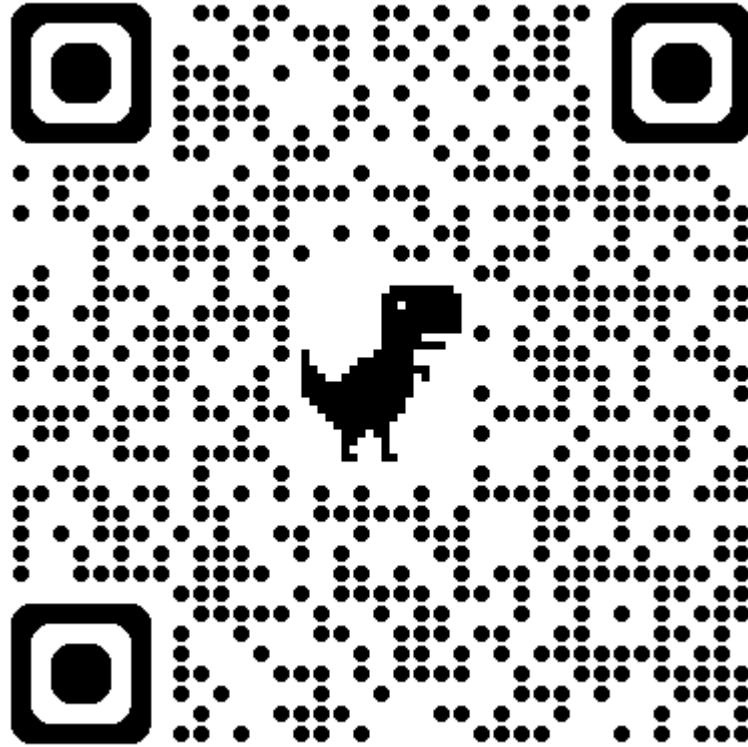
# TRAINING MODULE OVERVIEW

This training will provide an overview of effective evidence-based practices for establishing a classroom schedule

# LEARNING OBJECTIVES

- Learners will be able to recognize the benefits of student and staff schedules
- Learners will be given effective strategies to establish the evidence-based practice of building a classroom schedule

# CLASSROOM SCHEDULE SURVEY



[Classroom Schedule Survey](#)



# WHY ARE SCHEDULES IMPORTANT?

- Active student engagement is one of the factors directly correlated with student achievement and reduction in problem behavior.
- Therefore, you want to make sure your schedule incorporates the most engagement and instructional time possible.

# BENEFITS OF SCHEDULES

- It is a master guide that ties allotted instructional time to staff assignments and data
- Reduces the likelihood of students contacting reinforcement on their own and possibly for behaviors we do not want reinforced
- Helps all staff know exactly where they should be and what they should be doing with students
- Helps all students know exactly where they should be and what they should be doing – and who they will be working with!
- Keep the instructional day pre-planned and predictable

# TYPES OF SCHEDULES

- Staff Schedules
- Student Schedules

# STAFF SCHEDULES

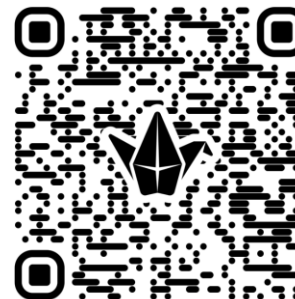
- Intention: to provide staff with specific information
- What information?
  - Who – specifies which student(s) the staff is working with
  - When – start and end time for each session
  - Where – location/station in the classroom
  - What – the specific instruction the staff will provide
- Organized by staff so that each staff member can easily follow and determine what they should be doing

# STUDENT SCHEDULE

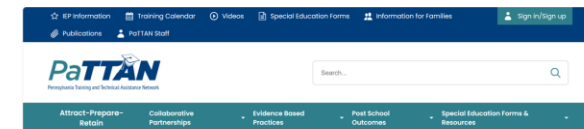
- Can be as explicit or as simple as student is the most successful with using
- Generally, students should be able to be taught how to use the schedule independently and this schedule will help to guide their behavior throughout the day
- Schedule should indicate where the student is to be at each time of the day and what they are doing.
- Schedule can be handheld or posted in classroom or BOTH!
- Students need to be taught using explicit instruction in the beginning how to use and follow their schedule.

# Prepare to Build a Staff Schedule

Padlet Resources



PaTTAN Website



[www.pattan.net](http://www.pattan.net)



# GATHER STAFF INFORMATION

- Arrival and departure times
- Lunch and break times
- Days of work
- Planning and prep time
- Contractual hours

	Teacher	Para 1	Para 2	Para 3	Para 4
Arrival/ Departure	8:15-3:30	8:15-2:45	9:00 3:15	9:15-3:30	8:15-2:45
Lunch/ Break	30 minute lunch	30 minute lunch, no break	30 minute lunch,	30 minute lunch, no break	30 minute lunch, no break
Work Days	M-F	M-F	M-F	M-F	M-F
Planning/ Prep	8:15-8:45 11:10-11:55	NA	NA	NA	NA
Other	Grade Level Meetings Thursday 8:15-8:40	Planned absence 9/22	NA	NA	Vacation 4/12-4/15

# GATHER BUILDING AND CLASSROOM INFORMATION

- Review building and grade level schedules
- Review classroom schedule non-negotiables for student: arrival, lunch, recess, specials/electives, dismissal, etc.
- Review student IEPs-goals, objectives, specially designed instruction, inclusion plans
- Complete assessments and use data to guide instructional planning



# START YOUR SCHEDULE GRID

- Use a table or grid to build an interval schedule
- Create columns and rows spaced to fit your needs
- Use the top (horizontal) and side (vertical) axis for time intervals and staff names
- Consider time intervals that are flexible but account for sufficient instructional time and meet staff/student needs
  - In general, for elementary 20-30 minute intervals
  - In general, for secondary 30 minutes, and/or longer block or period schedule intervals

# BEGIN WITH A SCHEDULE GRID



= interval block

	Teacher	Para 1	Para 2	Para 3	Inclusion	Related Services
8:15						
8:45						
9:00						
9:25						
9:50						
10:15						
10:40						
11:10						
11:40						
11:55-12:35						

Time	Instructor	Instructor	Instructor	Other	Related Services	Behavior Specialist/ RBT
8:00-8:20						
8:20-8:40						
8:40-9:15						
9:16-9:57						
9:57-10:34						
10:35-11:10						
11:12-11:48						
11:48-12:25						

Grid developed based on  
Secondary Period Schedule

Grid with instructors on  
vertical axis and times on  
horizontal axis

	Time	8:00-8:30	8:30-9:00	9:00-9:30	9:30-10:00	10:00-10:30	10:30-11:00	11:00-11:30
Instructor	Instructor							
Instructor	Instructor							
Instructor	Instructor							
Other	Other							
Related Services	Related Services							
Behavior Specialist/ RBT	Behavior Specialist/ RBT							

# FILL IN THE NON-NEGOTIABLES

- After you have reviewed all gathered information, write in the ‘non-negotiables’ for each time interval.
- ‘Non-Negotiables’ are those things in the schedule that we cannot change – arrival, dismissal, lunch, recess, special area classes, when student(s) are included with non-disabled peers, when student(s) are receiving specially designed instruction, receiving related services: Speech, PT, OT

# GRID WITH NON- NEGOTIABLES

	Teacher	Para 1	Para 2	Para 3	Inclusion	Related Services
8:15	Daily: Students 1/2/5/6 binder and any needed forms, daily schedule, paperwork (before and after school)	Daily: Student 3 /4 binder and any needed forms, update mand targets, fill edible reinforcement bins, sanitize and clear table/counter tops (before and after school)	Not yet arrived	Not yet arrived		
8:45	Van arrival- Student 3/ 4 *breakfast*	Van arrival- Student 1/2	Van arrival Student 5 *breakfast*		Van arrival Student 6 Cafeteria	
9:00	Student 3/ 4 Probes/ manding 5	Student 1 Probes/Manding 1 Student 2 until 9:15	Student 5 CMC 1	Student 2 Probes/Manding 2	Student 6 2 <sup>nd</sup> Grade	
9:25						Student 1 1 *Speech 9:30*
9:50						
10:15						
10:40		Lunch 10:40-11:10			Lunch 10:40-11:10	
11:10	Planning 11:10-11:55	Student 3/Student 5 Recess K playground	Lunch 11:10-11:40	Student 4/Student 1 Recess K playground	Student 6 Recess Playground 2 <sup>nd</sup> Grade	Lunch 11:10-11:40
11:40		Student 2 Handwashing/ group	Student 1/ Student 5 Handwashing/ group	Student 3 Handwashing/ group	Student 6 2 <sup>nd</sup> Grade Lunch Prep	Student 4 Handwashing/ Group
11:55-12:35	Lunch 11:55-12:35	Student 5 Lunch	Student 4 Lunch  *Bathroom*		Student 6 Lunch	Student 1 /Student 2 Lunch

# COMPONENTS OF A TIME BLOCK

**Who:** which student or group of students is the staff member working with

**When:** will the staff member be working with the students, start and end time

**What:** will the staff member be doing with the student or group of students, what specific instruction will be occurring

**Where:** where will the staff and students be during the time interval

# FILL IN STUDENT SPECIFIC INSTRUCTION

- Once the non-negotiable times are all accounted for, we will know what times we have left to schedule the rest of the day
- This is the part when we can sit down and build out the student's schedule taking into consideration all information we have gathered to make informed decisions.
- Each remaining interval time block is filled in with instruction tied to student needs

# FILL IN STUDENT SPECIFIC INSTRUCTION CONTINUED

- 75% of all time blocks should be tied to explicit student instruction and data systems
- Each block answer's the 4 “Wh” Questions: Who, What, Where, When
- Schedules are flexible and should be adjusted to meet student and staff needs
- Schedules should be easily visible and accessible



# Completed Schedule

	Teacher	Para 1	Para 2	Para 3	Inclusion	Related Services
8:15	Daily: Students 1/2/5/6 binder and any needed forms, daily schedule, paperwork (before and after school)	Daily: Student 3 /4 binder and any needed forms, update mand targets, fill edible reinforcement bins, sanitize and clear table/counter tops (before and after school)	Not yet arrived	Not yet arrived		
8:45	Van arrival- Student 3/ 4 *breakfast*	Van arrival- Student 1/2	Van arrival Student 5 *breakfast*		Van arrival Student 6 Cafeteria	
9:00	Student 3/ 4 Probes/ Manding 5	Student 1 Probes/Manding 1 Student 2 until 9:15	Student 5 CMC 1	Student 2 Probes/Manding 2	Student 6 2 <sup>nd</sup> Grade	
9:25	Student 6 IT 4	Student 5 Fine motor/manding 1/carpet	Student 3 IT 3	Student 4 IT/Manding 5		Student 1 1 *Speech 9:30*
9:50	Student 5/6 Social skills 4	Student 3 manding/ Student 1 and 3 Peer to peer mand10:00 (data) 1	Student 4/Student 2 Manding Sensory room/5 *Bathroom*	Student 3 manding/ Student 1 and 3 Peer to peer mand10:00 (data) 1		
10:15	Student 3/6 Direct instruction- Reading Mastery 3	Student 1 Language for Learning 1	Student 5 Language for Learning 1	Student 4 IT/Manding 5		Student 2 ITT/*Speech overlap* 2
10:40	Student 1/2 IT 1	STAFF Lunch 10:40-11:10	Student 4 IT/Manding 5	Student 3/5 Peer to peer manding (data for Student 5) 3		Student 6 ITT 4
11:10	Planning 11:10-11:55	Student 3/5 Recess K playground	STAFF Lunch 11:10-11:40	Student 1/4 Recess K playground	Student 6 Recess Playground 2 <sup>nd</sup> Grade	
11:40		Student 2 Handwashing/ group	Student 1/5 Handwashing/ group	Student 3 Handwashing/ group	Student 6 2 <sup>nd</sup> Grade Lunch Prep	Student 4 Handwashing/ Group
11:55-12:35	TEACHER Lunch 11:55-12:35	Student 1/5 Lunch	Student 2/4 Lunch *Bathroom*	STAFF Lunch 11:55-12:35	Student 6 Lunch	

# Sample Staff Schedule-Elementary

Days 3 & 5:

	Mrs Paskowski	Amidon	Good	McMullen	Related Services (Speech/OT/PT)	Other
8:45-9:00 Arrival/Pairing	Assist with arrival	Le'Ara Jackie Nathan	Damon Colton Tory Grayson	Kelsey		
9:00-9:15 Bathroom/ Breakfast	Nathan Colton	Grayson Le'Ara	Damon Kelsey	Tory Jackie		
9:15-9:35 Cold Probes	Nathan Colton	Grayson Le'Ara	Damon Kelsey	Tory Jackie		
9:35-9:55 Intensive Teaching (IT)	Tory Jackie	Nathan Colton	Grayson Le'Ara	Damon Kelsey		
9:55-10:20 Recess	Tory Jackie	Nathan Colton	Grayson Le'Ara	Damon Kelsey		
10:20-10:50 IT	Damon Kelsey	Tory Jackie	Nathan Colton	Grayson Le'Ara		
10:50-11:25 prep/transition to lunch/student lunch	STAFF LUNCH	Tory Jackie	Nathan Colton Damon	Grayson Le'Ara Kelsey		
11:25-11:40 Bathroom	Tory Jackie	STAFF LUNCH	Nathan Colton Damon	Grayson Le'Ara Kelsey		
11:40-11:55 Manding	Grayson Le'Ara Kelsey	STAFF LUNCH (until 12:00)	Tory Jackie	Nathan Colton Damon		
11:55-12:10 Manding	Nathan Colton Damon	Grayson Le'Ara Kelsey	Tory Jackie	STAFF LUNCH		
12:15-12:30 Recess	Nathan Colton Damon	Grayson Le'Ara Kelsey	Tory Jackie	STAFF LUNCH		
12:30-1:00 Recess (until 12:40)/Wash hands/Snack	Nathan Colton Damon	Grayson Le'Ara Kelsey	STAFF LUNCH	Tory Jackie		
1:00-1:30 IT/Mand	Tory Jackie	Nathan Colton Damon	STAFF LUNCH	Grayson Le'Ara Kelsey		

1:30-2:00 IT/Mand	Grayson Le'Ara	Tory Jackie	Kelsey Damon	Nathan Colton		
2:00-2:50 Special (Days 3 & 5)	PREP	Nathan Colton Damon	Tory Jackie	Grayson Le'Ara Kelsey		
2:50-3:10 Pack up/Dismissal	Communication Logs/Assist with pack-up and dismissal	Le'Ara Jackie Nathan	Grayson Colton Damon	Kelsey Tory		
3:10 Dismissal	Communication Logs/Assist with pack-up and dismissal	Le'Ara Jackie Nathan	Grayson Colton Damon	Kelsey Tory		

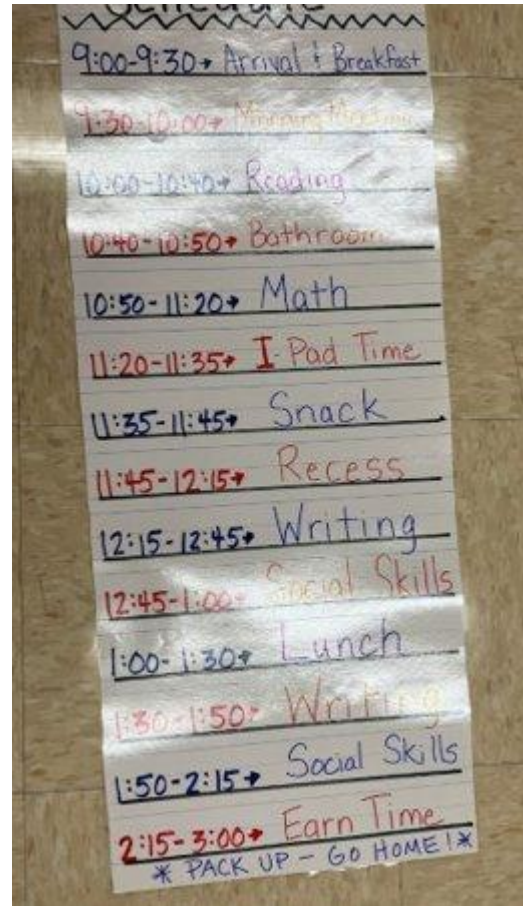
# Sample Staff Schedule – Elementary

Day 2:

	Mrs. Bear	Traci	Emily	Sharon	Becca	TSS	Other
9:00 Arrival Bathroom Pairing	Leslie Heaven Caden Kyler Pairing 2	Anthony  Pairing 3	Alex Logan Dylyn Pairing 1	Daniel Pairing 1	Leslie Pairing 2	Anthony 3 Caden 2	
9:30 Desks	Anthony 3 Caden 2 Busy Bins	Logan Alex Dylyn Busy Bins/IT 1	Kyler heaven Busy Bin/IT 2	Daniel Busy Bin/IT 1	Leslie Pair/Busy Bin 2	Anthony 3 Caden 2	
10:00 Desks	Kyler Heaven Busy Bins 2	Anthony 3 Caden 2 Busy Bins/IT	Logan Alex Dylyn Busy Bin/IT 1	Daniel Busy Bin/Mand 1	Leslie Pair/Assess 2	Anthony 3 Caden 2	
10:30 Snack/Play	Kyler Caden Anthony Snack 5	Bathroom	Heaven Alex Dylyn Logan Play 4	Daniel Snack 5	Leslie Pair/Assess	Anthony Caden	
10:45 Snack/Play	Heaven Alex Logan Dylyn Snack 5	Bathroom	Kyler Caden Anthony	Daniel	Leslie	Anthony Caden	
11:00	Logan Alex Dylyn Busy Bins 1	Kyler Heaven Caden Busy Bin/Mand 2	Anthony Mand/IT 3	Daniel Mand/IT 1	Leslie Pair/Assess 2	Anthony 3 Caden 2	
11:30 prep/transition to lunch	Dylyn 1 Comm book, dismissal Then staff lunch 11:35- 12:05	Kyler Heaven Caden 2	Logan Alex 1	Daniel 1	Leslie 2	Anthony 3 Caden 2	
12:05-12:15 Pairing DESKS	Kyler Heaven Pairing 2	Leslie (dismissal) Caden (nurse) 2	Logan Alex Pairing 1	Daniel 1		Anthony 3 Caden 2	
12:15 DESKS	Kyler Heaven Caden Busy Bins 2	STAFF LUNCH 12:15- 12:45	Logan Alex Anthony Busy Bins/Mand 1	Daniel Mand/Busy Bins 1		Anthony 3 Caden 2	
12:45	Anthony Caden Busy Bins 3	Kyler Heaven Logan Alex	STAFF Lunch	Daniel 1		Anthony 3 Caden 2	

		Busy Bins/IT 2					
1:15 RECESS	Logan Alex Anthony	Kyler Heaven	Daniel Caden	Staff Lunch		Anthony Caden	
1:45 DESKS	Logan Gym (2:10- 2:50)	Caden 2 Anthony 3 Busy Bins/Mand	Kyler Heaven Busy Bins/Mand 2	Daniel Mand/Busy Bins 1		Anthony 3 Caden 2	
2:15	Logan Gym	Kyler Heaven Busy Bins/IT 2	Caden 2 Anthony 3 Busy Bins/IT	Daniel Busy Bins/IT 1		Anthony 3 Caden 2	
2:45 DESKS	Logan Gym/Busy Bins	Caden 2 Anthony 3 Busy Bins/Mand	Kyler Heaven Busy Bins/ Communication book 2	Daniel Busy Bins/Mand 1		Anthony 3 Caden 2	
3:00 Pack up dismissal	Kyler Heaven Caden	Logan Alex Daniel	Anthony	Daniel		Anthony Caden	

# Sample Student Schedule-Elementary



9:00-9:30	Arrival + Breakfast
9:30-10:00	Morning Meeting
10:00-10:40	Reading
10:40-10:50	Bathroom
10:50-11:20	Math
11:20-11:35	I-Pad Time
11:35-11:45	Snack
11:45-12:15	Recess
12:15-12:45	Writing
12:45-1:00	Social Skills
1:00-1:30	Lunch
1:30-1:50	Writing
1:50-2:15	Social Skills
2:15-3:00	Earn Time
* PACK UP - GO HOME! *	

# Sample Student Schedule – Middle School

	7 <sup>th</sup> grade		8 <sup>th</sup> grade		
	PD1 7:45-8:37	Science (Folk)	PD1 7:45-8:37	Social Skills (Nate)	• Regu
	PD2 8:40-9:20	geography (Danish)	PD2 8:40-9:20	Am. Cultures (Bronson)	• Mrs.
	PD3 9:23-10:03	art (Pincherri)	PD3 9:23-10:03	careers (Danish)	• Ms.
	PD4 10:06-10:46	Math (Behne/Davis)	PD4 10:06-10:46	Math (Nate)	• Mrs.
	LIM 10:46-11:06	L.I.M.	LIM 10:46-11:06	L.I.M.	
	PD5 11:09-11:49	math (Behne/Davis)	lunch 11:08-11:42	lunch	
	lunch 11:51-12:25	lunch	PD5 11:46-12:26	Reading	
	PD6 12:29-1:09	ELA	PD6 12:29-1:09	Science (Astile)	
	PD7 1:12-1:52	ELA/Reading (Cox)	PD7 1:12-1:52	foods healthy (Jwart)	
	PD8 1:55-2:35	tech. ed. (Potts)	PD8 1:55-2:35	ELA	



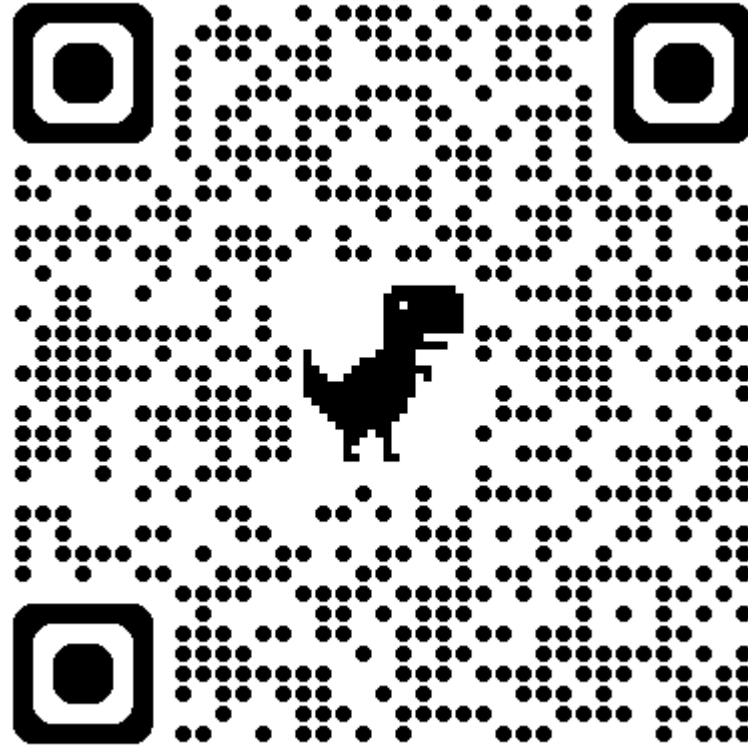
# Sample Schedule Student & Staff

Student Schedule

Staff Schedule

SCHEDULE									
Mrs. K		Christopher		Indigender		Services			
✓	8:45	Arrival/Breakfast	Jordan	Sam	Josh	Anthony	Patrick	Wili	Julia
✓	9:15	A.M. Meeting	Jordan	Sam	Josh	Anthony	Patrick	Julia	Bella
✓	9:35	ELA 1	Bella	Sam	Wenderson	Julia	Patrick	3rd	
✓	9:55	ELA 2	Josh	Anthony	Anthony	Anthony	Bella	Sam	
✓	10:15	ELA 3	Patrick	Julia		Anthony	Josh	Anthony	
	10:35	ELA 4	Julia	Wenderson	Anthony	Bella	Jordan	Sam	Anthony
	10:55	Lunch	Jordan	Sam	Josh	Anthony	Patrick	Julia	Bella
	11:30	Recess	Jordan	Sam	Josh	Anthony	Patrick	Julia	Bella
	12:00	Science/Social Studies	Jordan	Sam	Josh	Anthony	Patrick	Julia	Bella
	12:30	APE	Jordan	Sam	Josh	Anthony	Patrick	Julia	Bella
	1:00	Math 1	Anthony	Bella	Josh	Sam	Jordan	Anthony	
	1:20	Math 2	Julia	Anthony	Anthony	Bella	Josh	Anthony	Sam
	1:40	Math 3	Sam	Anthony	Jordan	Patrick	Julia		
	2:00	Social Skills	Sam	Josh	Anthony	Patrick	Julia	Bella	Jordan
	2:30	Pack up/Dismissal							

# CLASSROOM SCHEDULE SURVEY



[Classroom Schedule Survey](#)



# THANK YOU!

[HTTPS://WWW.PATTAN.NET/EVIDENCE-BASED-PRACTICES/AUTISM](https://www.pattan.net/evidence-based-practices/autism)



# Citations:

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- Schramm, R., & Miller, M. (2014). *The 7 steps to earning instructional control: A program guide for Developing Learner Cooperation with ABA and verbal behavior*.