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**Question:**

How can I get a student back on task?

**Andie's Answer:**

I wanted to pass on a trick I learned or “stole” from Harry Wong. We all know that classroom rules are important and that we should not take time away from instruction to deal with the daily misbehaviors, and in a classroom there is always a lot of energy to keep focused on a task.

When one of my students is off task during a lesson, I simply pass them an “Infraction Sheet” without disrupting the class. On the “Infraction Sheet” my student must explain what he chose to do rather than participate in the lesson. Then he must explain what he will do to correct the behavior and to be certain that he will not be off task again during a lesson. Describing the misbehavior in writing helps my students be specific about the behavior that is unacceptable. Then he takes control of his behavior by deciding how he will correct and prevent the behavior in the future.

After the lesson is over, the student is responsible for bringing the completed Infraction Sheet to me so we can conference about the solution. The student writes down the conference result, and the infraction sheet is added to the student’s file. (Student work samples, notes, infraction sheets are in the file which can be easily pulled for information for parents or team members.)

The “Infraction Sheet” is a wonderful tool that does not allow the student to get special attention for bad choices and does not interrupt the learning process for others.

Adapt this tool to fit your and your students’ needs. You may come up with a catchier title. If so, please share it on the ShareItNow page of the teacherready.net website.