

Classroom Transitions Toolkit

Design transitions students can complete without repeated teacher narration

THIS PACK INCLUDES

- Transition audit
- Procedure planner
- Visual and audio cue guide
- Timing and repair log

Designed for grades 6-12. Print, adapt, and use it without an email gate.

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Transition Audit

Measure the transitions that cost the most time before fixing every movement in the room.

Entry to first task			
Mini-lesson to group work			
Materials out / returned			
Group work to independent work			
Discussion to writing			
Closing and dismissal			

Transition Procedure Planner

A usable procedure is short enough to rehearse and specific enough to observe.

Transition and reason it matters
Trigger or cue
Three to five student actions
Teacher action during the transition
What ready looks and sounds like
How we will practice it
What happens when support is needed

Cue and Repair Guide

Use the least intrusive cue that reliably gives students the information they need.

Cue choices

- Visual timer for elapsed or remaining time.
- Consistent color card or projected symbol.
- Brief instrumental audio cue at a predictable volume.
- One sentence naming the finish condition.

If it breaks

- Name the exact step that failed.
- Reset only that step.
- Model it in under one minute.
- Rehearse once and record the new time.
- Recognize the improvement specifically.