

Universal Scripts for Navigating Covid-19 Context

This document provides several examples of scripts for students and for staff in order to provide clarity in the expectations of our ever-changing context and support a consistent, predictable, safe, and supportive environment.

Similar to the explicit teaching of behavioral expectations, scripts are most effective when directly taught to students and staff using demonstration and modeling, followed by practice using role play, and providing performance feedback.

Scripts for Recognizing Someone Needs Social/Emotional Help

Script for Students (Teach, Model, Practice, Feedback)

- If you see someone who seems extra sad, is crying, or seems upset or mad, say, “Can I help you?”
 - If person says, “Yes,” help them if you can
 - If person says, “No” or doesn’t answer, say, “I am going to let teacher know that you seem upset.”
- If person says “No” or doesn’t answer during class, hold up HELP card so teacher can see it – teacher will quietly ask you who needs help & take care of it
- If person says “No” or doesn’t answer when outside, find NAME/STAFF and say, “X is crying and I think she needs help.” – NAME will take care of it

Script for Staff (Teach, Model, Practice, Feedback)

- If you see co-worker who may need help or a break, ask, “Can I help you?”
 - If yes, help if you can
 - If no, say, “I will check in with you in a couple of minutes”
- If you can’t check back within a few minutes, call the office and say, “Mrs. X needs supplies”
- The office will check in with Mrs. X and provide a break for her if needed

Script for Responding to Students Who Walk By Hand-Washing Station

Script for Staff (Teach, Model, Practice, Feedback)

- If student walks by hand washing station without washing, say, “Wash your hands please.”
 - If student washes, say “Awesome! Thanks for washing!”
- If student does not reply, approach them with a visual or gestural cue for hand washing and allow 3 seconds for compliance

- If student washes, say “Awesome! Thanks for washing!”
- If student does not respond to visual or gestural cue, offer a choice while holding up hand sanitizer, “Do you want to wash your hands or use the hand sanitizer?”
 - If student washes or uses hand sanitizer, say “Awesome! Thanks for washing!”
- If student does not reply, either (1) Put a squirt on their hands, saying “Here you go! Thanks for washing!” or (2) Move to next level response script

Script for Responding to Student Who Sits Too Close Without a Mask

Script for Students (Teach, Model, Practice, Feedback)

- If another student sits too close to you without wearing a mask, say, “Will you please put on your mask?”
 - If student puts on their mask, say, “Thank you for putting on your mask” or “Thank you.”
- If student does not put on their mask, ask again, “Will you please put on your mask?”
 - If student puts on their mask, say, “Thank you for putting on your mask” or “Thank you.”
- If student says “No,” say, “OK, I’m going to move away 6 feet” and then calmly move to another table, desk, bus seat, lunch table seat or area of the room or playground

Michigan’s MTSS Technical Assistance Center is funded by the Michigan Department of Education and the U.S. Department of Education, Office of Special Education Programs.