

CONSULT

4

KIDS

**Praise Boards
Site Coordinator Tool Kit**

Praise Boards

Purpose: The purpose of this Tool Kit is to help Site Coordinators highlight staff, students, and the activities of the program.

It is important as a Site Coordinator that you “praise in public”. It is essential that students and staff know when you believe that they have done good work. Too often we “think” that someone has performed in an exemplary manner, but we just don’t remember to say anything.

A Praise Board helps you to remember to let people know that you appreciate them. It will also give your parents, your students, and the school day staff an opportunity to praise staff and students.

To begin with, if you have a bulletin board space close to where the parents sign students out of the program, or where school day staff will see it, use that space. If you do not have this bulletin board, consider using a display board.



Display boards come in a variety of colors and can usually be purchased at an office store. The Display Board can stand by the Sign-out sheets and can be easily seen by everyone.

Consider labeling it a Praise Board, and divide the space for staff and students. Have a large collection of Post-It Notes near the Praise Board so people can write their praises on

the Post It and place it on the Board. Take a picture of the person being praised and post for everyone to see.

Use this Praise Board to “Catch Staff and Students” doing something exceptional. Determine how long you will leave up the praises—usually a week to 10 days is plenty of time. When you remove the praise cards from the board, be sure to give them to the person to save.

You might also ask students to write about what they like best about being in the program with their Program Leader. This can become part of your Praise Board as well.

Suggestion: Watch the Mini: [Warm Fuzzy File](#), to get an idea about how important these praises are for people.



For more information, contact
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www.consultfourkids.com