The Check-In/Check-Out (CICO) Program is a school-wide prevention program for students who are starting to engage in problem behavior. The goal of CICO is a positive intervention based on creating meaningful interactions throughout the day with teachers—it is not a punishment or consequence of misbehavior—but rather a chance for the students to achieve success by getting feedback from the teachers about what he/she did well and what can be improved upon the next day.

How do students get selected for CICO?

A student is elected to participate in CICO when a student is referred by the teacher or administrator due to concerns about a drop in grades, incomplete work, or ongoing chronic minor behavior problems or have a minimum of one or two office discipline referrals, a minimum of one suspension (ISS or OSS), more than three unexcused absences.

How does this affect a student’s day while in CICO?

Students will check-in with the CICO coach (who is not their teacher) in the morning before going to class. When your student arrives to his/her classroom, your student should give the G.R.E.A.T. Report, which they receive each day from the CICO coach, to the teacher. When your student goes to specials, they will also take their G.R.E.A.T. Report and give it to the specials teacher. For every designated period, your student will earn points for demonstrating the behaviors as defined on the G.R.E.A.T. Report. At the end of the period, the student should approach the teacher to receive points and feedback about their interactions during the period. The goal is for your student to earn 80% of the points for the day. At the end of the day, your student will “check-out” with their coach. If he/she has received 80% of the points, he/she will receive a small reinforcement and congratulations for having a good day. If your student does not make 80% of the points, he/she is encouraged to do better the next day.

How do teachers participate in the CICO Program?

Teachers participate by providing both verbal and written feedback to students at predetermined times throughout the day. The feedback is quick and instructional. The teachers will fill in the daily progress report to indicate points and progress throughout the day.

What is the family’s role?

The daily progress report is sent home each day with the student to help parents to monitor their student’s progress. Families are encouraged to acknowledge their student’s efforts and successes and to refrain from punishment when their student temporarily slips up. Parents are asked to sign the daily progress report as a way to support their student’s efforts.

How long is a student in Check-In/Check-Out?

A student will continue to be in check-in and out with an adult and teachers throughout the day as progress is monitored. The CICO coordinator will periodically check on the progress of your student to see if additional supports are needed, if your student is doing well on CICO and needs to continue as is or to see if your student is ready to fade off (gradually receive less and less support) of the support. If continued intervention is needed, CICO may continue while other interventions are in place.

QUESTIONS?

If you have questions about the CICO program, please contact Lauri Shuford or Lauren Moses at 819-2120 for more information about the CICO program and your student’s participation.