

Seating Chart

How to use this page:

Pencil in the shapes and spaces of your room and organize groups or rows of desks, using the grid spaces as a guide. Make it simple to change seating arrangements: Write each student's name on a small sticky note and rearrange your seating chart as necessary.

- ▲ Let the physical layout of the classroom reflect your personality and teaching style.
- ▲ Arrange the room so that you can make eye contact with every student.
- ▲ Keep high-traffic areas (like the pencil sharpener) free of congestion.
- ▲ Fasten rugs so no one trips.
- ▲ Create special comfort areas for reading and writing.
- ▲ Label classroom materials to help early readers and second-language learners.
- ▲ Post classroom rules and your discipline policy where students and visitors can see them clearly.
- ▲ Organize your classroom library by categories to facilitate independent book selection.
- ▲ Revise the layout as necessary.