

Helper of the Day Name Badge



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HOW THE TAGS ON EACH PAGE WORK

Every page carries a small tag in its top corner, the same word used above: **Cards** a sheet of cut-apart badges, **Log** the data sheet, **Tracker** the weekly roll-up, **Example** the filled-in sample, **Notes** a page meant to be sent out or handed off, and **Reference** everything else you read rather than fill in.

WHAT MAKES A BADGE DIFFERENT FROM THE JOB CHART

Every badge here carries a blank name line under the job, so it names BOTH the job and whoever is wearing it right now; 7 jobs, two sizes, color and ink-saver, all from the same bank this collection's wall-mounted job chart already uses.

Start Here — Three Steps



1

Print, cut, write the name, punch

Print the standard badges (page 6) on cardstock, or the bigger set (page 7) for a larger sleeve, or the ink-saver set (page 10) on plain paper.

Cut on the dashed lines, write or type the helper's name on the name line, punch a hole near the top edge, and thread onto a one-inch book ring or clip to a lanyard. Blank badges for any job the set does not cover are on page 8.



2

Give out the badge and say the job

Hand the badge to the helper and say the job name out loud (page 18). Every student sees whose turn it is right now.

The how-to page (page 12) has the rest: picking a size, giving reminders, and handing a second badge to another adult.



3

Log it, roll it up, send it home

One row on the log (page 13) each time the badge changes hands: the job, whether the helper wore and announced it without a reminder, and any help you gave.

Total the week on the roll-up (page 14) and dot the graph. Send the family page (page 16) home the week the badge is new; the hand-off page (page 17) goes with a second badge to any other adult.

WHAT THIS FILE IS

A fillable PDF: 7 wearable name badges in two sizes and two sets (color and ink-saver), each with a blank line for the helper's name, with type-in fields on the log, the roll-up, the family and hand-off pages and the blank badges. It works offline with no account or subscription and prints the same on every machine.

WHAT THIS FILE IS NOT

It is not an editable online slideshow or word-processor document, and it is not a behavior plan or a program. It supplies no rotation order, reminder schedule or mastery rule and promises no outcome; it shows a classroom which job a student has right now and counts how independently they wear and announce it.

WHICH PAGE, WHEN

YOUR SITUATION	GO TO
A student wearing today's classroom job for the class to see	Standard badges, page 6
A younger helper or a bigger badge-holder sleeve	Big badges, page 7
A photocopier, or a copy for a second adult	Ink-saver badges, page 10
A paraprofessional, specials teacher or substitute who needs the routine on one page	Hand-off page, page 17
The IEP meeting or a family conference	Roll-up and graph, page 14; example, page 15

IF SOMETHING DOES NOT WORK, AND WHERE THIS FILE LIVES

A field will not hold my typing. Open the file in Adobe Acrobat Reader (free) or Preview, not a browser tab. **A job picture reads as a different word to my student.** Use a blank badge for that job; the **Ask a Question** tab on the product page reaches me, and a fix is a free update. **Confidentiality:** a filled-in log, roll-up or example-style note is a student record — initials only on anything that leaves your hands, first name only on the family page.

CARDS

Helper of the Day Badges (Color)

All 7 helper badges, 2-inch square, cut apart and punched for a one-inch book ring or a lanyard clip. Write or type the helper's first name on the blank line before printing, or leave it blank and fill it in by hand each time the badge changes hands. This is the color set; the same 7 badges in the ink-saver set are on page 10.

 Line Leader TODAY'S HELPER IS _____	 Door Holder TODAY'S HELPER IS _____	 Paper Passer TODAY'S HELPER IS _____
 Calendar Helper TODAY'S HELPER IS _____	 Recycling Helper TODAY'S HELPER IS _____	 Plant Helper TODAY'S HELPER IS _____
 Messenger TODAY'S HELPER IS _____		

ROTATING THE BADGE

When a helper's turn is done, erase or cross out the name line and write the next helper's name, or print a fresh badge from this sheet. The bigger badges (page 7) use the same 7 jobs for a larger badge-holder sleeve.

IF A JOB YOUR CLASSROOM NEEDS IS NOT HERE

Use a blank badge (page 8) instead of the closest printed job that does not quite match — type or write the job, add a picture, and the name line prints the same way as every other badge.

CARDS

Helper of the Day Badges, Big Size (Color)

All 7 helper badges again, bigger than the standard set, for a larger badge-holder sleeve or a younger helper who needs more room to write or read the name line. The same 7 jobs, the same pictures, the same words as page 6 — a size choice, not a second set of jobs.

 Line Leader TODAY'S HELPER IS 	 Door Holder TODAY'S HELPER IS 	 Paper Passer TODAY'S HELPER IS
 Calendar Helper TODAY'S HELPER IS 	 Recycling Helper TODAY'S HELPER IS 	 Plant Helper TODAY'S HELPER IS
 Messenger TODAY'S HELPER IS 		

PICKING A SIZE

The standard badges (page 6) fit a badge-holder sleeve or a one-inch book ring next to this file's other collection cards at the same size; these bigger badges need their own larger sleeve or a safety-pin backing, but give more room on the name line.

CARDS

Helper of the Day Badges (Ink-Saver)

All 7 helper badges, 2-inch square, cut apart and punched for a one-inch book ring or a lanyard clip. Write or type the helper's first name on the blank line before printing, or leave it blank and fill it in by hand each time the badge changes hands. This is the ink-saver set; the same 7 badges in the color set are on page 6.

 Line Leader TODAY'S HELPER IS _____	 Door Holder TODAY'S HELPER IS _____	 Paper Passer TODAY'S HELPER IS _____
 Calendar Helper TODAY'S HELPER IS _____	 Recycling Helper TODAY'S HELPER IS _____	 Plant Helper TODAY'S HELPER IS _____
 Messenger TODAY'S HELPER IS _____		

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 LOG

Helper Badge Log

One row every time the badge is given out or changes hands. It counts one thing: whether it was worn and announced independently.

STUDENT

CLASSROOM

WEEK OF

#	DATE	JOB WORN	WHO WORE IT	INDEPENDENT? (Y / N)	NOTES	INITIALS
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						

WHAT “INDEPENDENT” MEANS ON THIS SHEET

Y when the student wore the badge and told the class the job without a reminder after it was given once. Anything more is N, and the notes column says what the more was.

THE NOTES COLUMN IS YOUR OWN CODE

Write what you actually saw — nothing, a reminder, or help putting the badge on. Use the same short words every day so two rows can be compared, and total the Y rows on the roll-up (page 14) at the end of the week.

TRACKER

Weekly Roll-Up and Graph

One row and one dot per week, from the log. Eight weeks across, 0 to 100 percent.

STUDENT

GOAL (YOUR DISTRICT'S OWN WORDING)

CRITERION (YOUR TEAM SETS IT)

#	WEEK OF	BADGES WORN	INDEPENDENT	PERCENT	JOB WORN MOST	NOTES
1						
2						
3						
4						
5						
6						
7						
8						

PERCENT INDEPENDENT · ONE DOT PER WEEK, THEN DRAW THE LINE



FIGURING THE PERCENT

Count the rows on the log (page 13) for the week: every row is one badge given out, every Y is one worn and announced independently. Independent divided by badges worn, times 100, rounded to the nearest whole number.

BRINGING THIS PAGE TO A MEETING

A rising line says the student is wearing and announcing the badge with less reminding; the criterion field above is where your team's own number goes, so every dot is read against the same line.

EXAMPLE

Filled Example

SAMPLE · INVENTED STUDENT

Every number in the read-out is re-counted straight from the two tables above.

Owen is invented, and so is every mark on this page. One school week on the log, then a second week on the roll-up, to show how the two pages read once real marks are on them.

The log, one week (page 13)

#	DATE	JOB WORN	INDEPENDENT?	NOTES
1	9/29	Line Leader	Y	None
2	9/29	Door Holder	N	Needed a reminder to hold it all the way open
3	9/30	Calendar Helper	Y	None
4	9/30	Paper Passer	N	Handed him the first one
5	10/1	Plant Helper	Y	None
6	10/1	Messenger	N	Walked with an adult to the office
7	10/2	Recycling Helper	Y	None
8	10/2	Line Leader	Y	None

The roll-up, two weeks (page 14)

#	WEEK OF	BADGES WORN	INDEPENDENT	PERCENT	JOB WORN MOST
1	9/29	8	5	62%	Line Leader
2	10/6	9	7	78%	Paper Passer

READING THE NUMBERS

The week above: 5 of 8 badge hand-offs independent, 62 percent, and every N row names the help in the adult's own words. The two roll-up rows: 5 of 8 (62 percent), then 7 of 9 (78 percent) — a line rising week on week. Every percent is that row's own independent count divided by its badges-worn count.

A LINE THIS SHEET COULD WRITE

"When given the helper badge, Owen wore it and told the class the job independently 78 percent of the time the week of 10/6, up from 62 percent the week of 9/29. The job worn most in that time was Line Leader."

HOW THE GRAPH WOULD LOOK

Two dots on the roll-up graph (page 14) at 62 and 78 percent, joined by a line that rises. The badges above cover 7 different jobs in one week — the whole point of a bank of badges instead of one fixed job.

WHAT THIS EXAMPLE IS NOT

One invented week, then one more. It sets no typical rate, predicts nothing about a real student, and the criterion field would hold whatever Owen's team wrote — not a number this file supplies.

 NOTES

Family Page

Send home the week a new badge rotation starts. No percents — the roll-up has those. The seven jobs here are a small home reference, all from this file.

STUDENT (FIRST NAME)	WEEK OF	FROM (TEACHER)
.....		

ALL 7 HELPER JOBS, SIZED FOR HOME (CUT APART)

This is the badge your child wore at school. Point to the picture and say the job name out loud. At home you can ask “What job did you wear today?”



Line Leader



Door Holder



Paper Passer



Calendar Helper



Recycling Helper



Plant Helper



Messenger

THE JOB YOUR CHILD WORE THIS WEEK, AND ONE THING THAT WENT WELL

.....

.....

WE TALKED ABOUT THE BADGE AT HOME (INITIAL THE DAY)

MON	TUE	WED	THU	FRI	SAT	SUN

A JOB YOU WOULD LIKE ADDED (I CAN MAKE A BLANK ONE)

.....

.....

ANYTHING TO TELL ME BEFORE THE NEXT BADGE

.....

.....

.....

QUESTIONS? BEST WAY TO REACH ME

.....

SIGNATURE (FAMILY), IF YOUR SCHOOL ASKS FOR IT

.....