

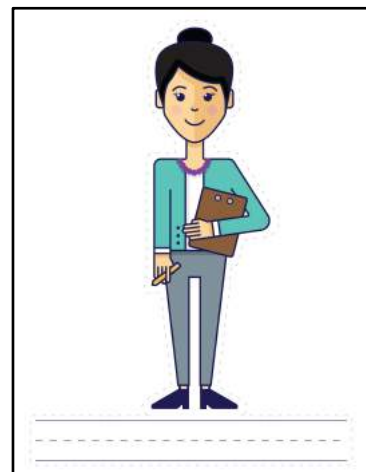
[MY LITTLE LOOKOUT]

# Step 1: Choose Your Design

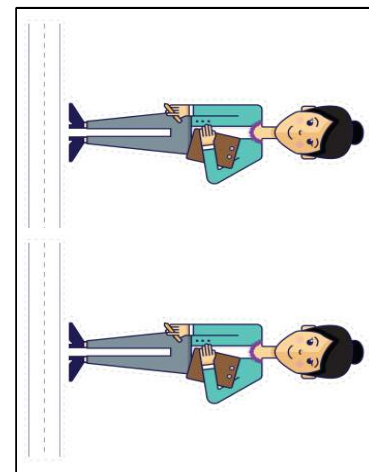


The best thing about this is, if you haven't heard  
There are more Little Lookouts than just me in the world!  
Blond hair, brown eyes, dark skin or light--  
You just never know who will show up one night!

Over 300 images to  
choose from!



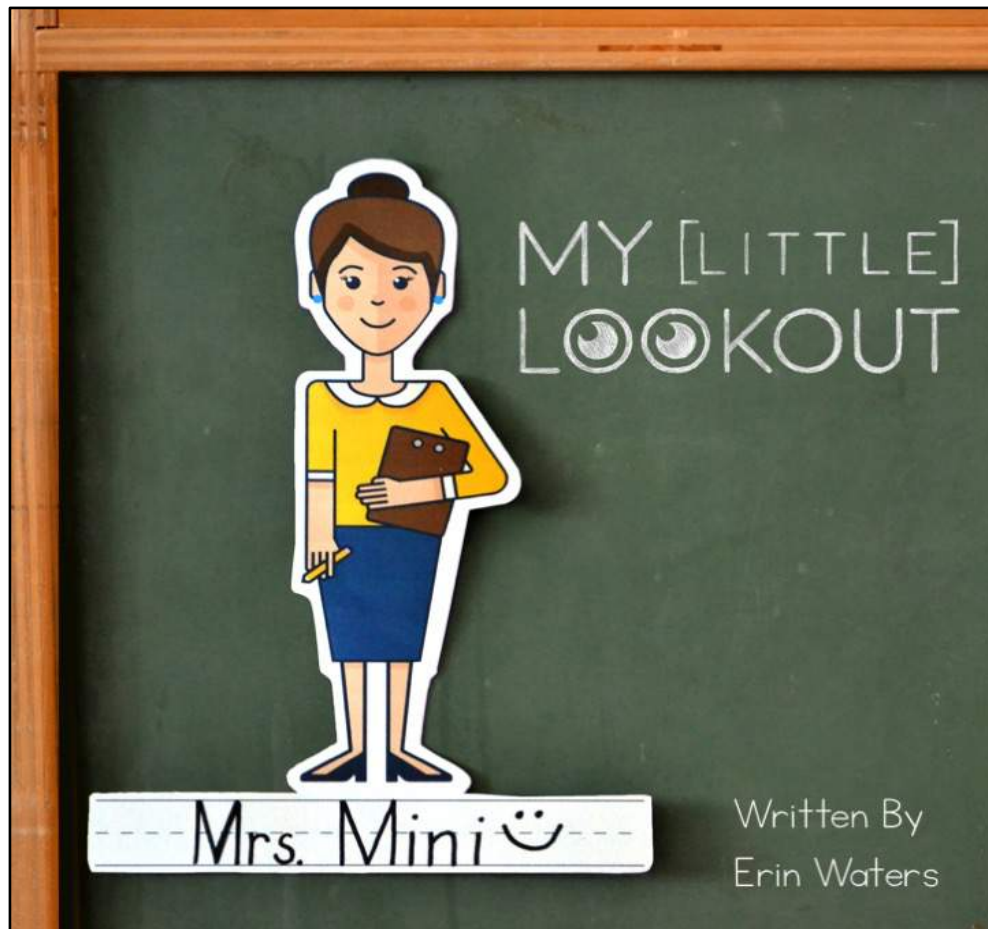
Print as 8.5x11



Or, print 2 to a  
page for a smaller  
version!

[MY LITTLE LOOKOUT]

# Step 2: Book



Before My Little Lookout makes his/her first appearance, read your students “My Little Lookout” to explain how it works. The book will walk you and your students step-by-step through the yearlong journey with My Little Lookout.

[MY LITTLE LOOKOUT]

# E-Book

My Little  
Lookout is also  
available for  
view on  
interactive  
whiteboard:  
PowerPoint OR  
PDF version  
(PowerPoint  
version includes  
manual or  
automatic audio  
option!)



I need no key, no permission, or car  
I will get there by magic, whether I'm near or I'm far.  
I will slip into your classroom, and find a good spot.  
A place where I am able to see a whole lot!

[MY LITTLE LOOKOUT]

# Book

Excerpt from printable book version



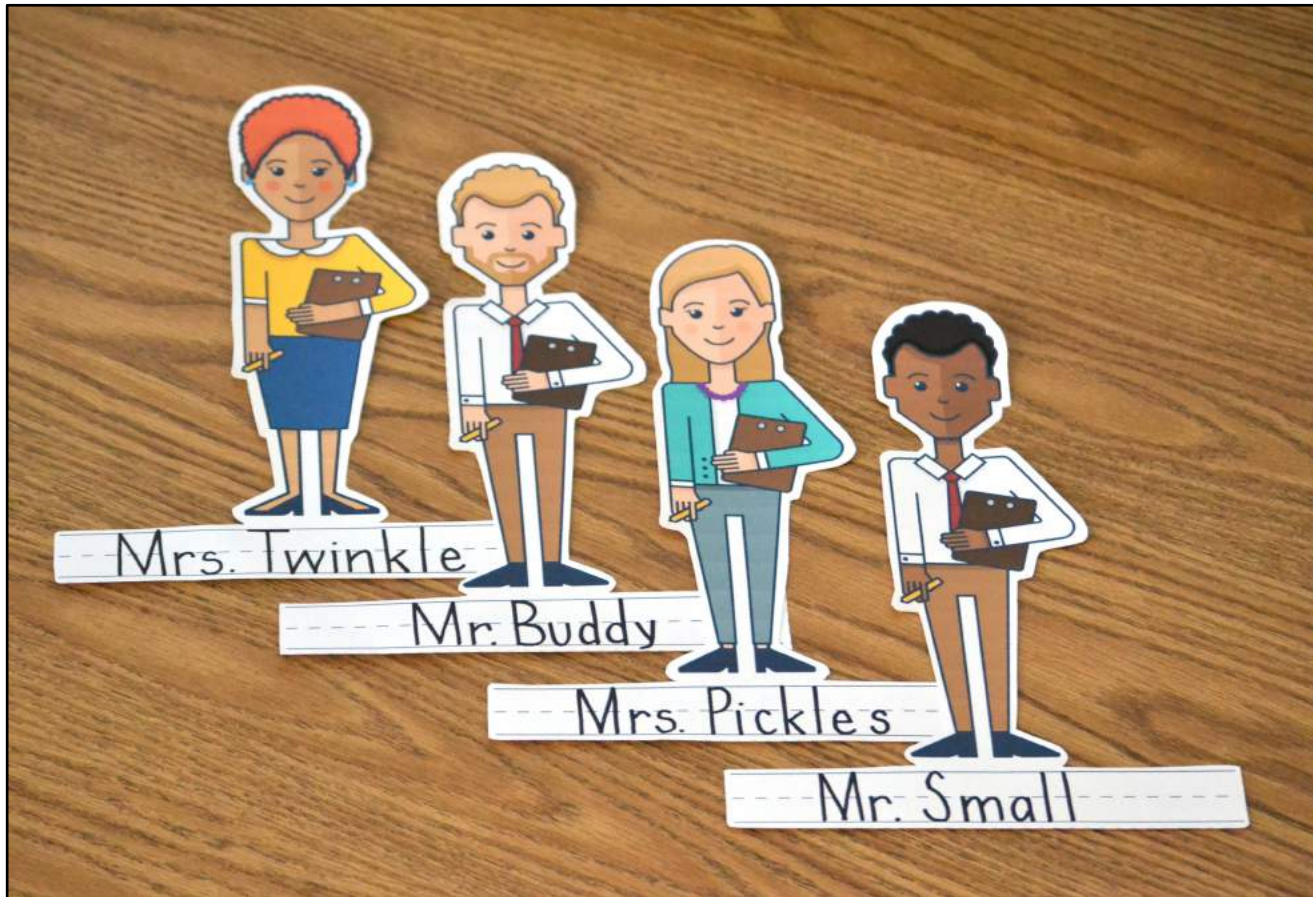
Your sub will be here too, and she is in charge  
But her job is one that is really quite large.  
There are so many students and it can be taxing  
So I'm here to do some behavior-tracking.  
I'm your teacher's little lookout, a spy of sorts  
Who will watch you all day and then write a report.



I need no key, no permission, or car  
I will get there by magic, whether I'm near or I'm far.  
I will slip into your classroom, and find a good spot.  
A place where I am able to see a whole lot!

[MY LITTLE LOOKOUT]

# Step 3: Naming



Students will  
decide on a name  
MLL will have all  
year! It can sound  
like your  
teacher's name  
(ex: 'Mrs. Cones'  
instead of 'Mrs.  
Jones') or  
something totally  
unique!

[MY LITTLE LOOKOUT]

# Step 4: The Visit

The night before a sub, place My Little Lookout anywhere he or she can get a good view of the class! (Or put it in your sub plans to place MLL)



# [MY LITTLE LOOKOUT]

# Student Notes

Date: \_\_\_\_\_

Dear \_\_\_\_\_,

Thank you for watching us today! I think today was \_\_\_\_\_

I think you will tell my \_\_\_\_\_ that I was \_\_\_\_\_

When my \_\_\_\_\_ comes back, I think \_\_\_\_\_

Love,  
\_\_\_\_\_

**Student note to MLL**

Note templates for students to write to the MLL or to their teacher to tell about their day! Perfect for the writing center!

Date: \_\_\_\_\_

Dear \_\_\_\_\_,

Today, we had a substitute. I think today was \_\_\_\_\_

Something that went \_\_\_\_\_

Something that \_\_\_\_\_ go so well is \_\_\_\_\_

When \_\_\_\_\_ were gone, I felt \_\_\_\_\_

I can't wait to see you!

Love,  
\_\_\_\_\_

**Student note to teacher**

# [MY LITTLE LOOKOUT]

## Mini-Reports

Dear Mrs. Waters,  
It's always a pleasure to be in your classroom. Your students made great choices yesterday, but some friends had a challenging time. Please talk to these students about their choices with the substitute.

- 1.
- 2.
- 3.
- 4.
- 5.

{Editable} Mini- notes for the teacher from MLL to report about the day and the class's behavior; comes in 3 different versions

Dear \_\_\_\_\_  
Your class a wonderful day! I noticed most of the students were making good choices, but there were some students that really stood out above the rest. Please let these students know that I noticed their leadership!

- 1.
- 2.
- 3.
- 4.
- 5.

Love,

Dear Mrs. Waters,  
WOW! I am BLOWN AWAY by your class's behavior for their substitute. There is no way I can only choose 5 students who demonstrated good choices. Every person in your room deserves a high five for their day!

Love,  
Mrs. Mini



[MY LITTLE LOOKOUT]

# Step 5: Follow-Up

**You Are "Sub"thing Special!**



Thank you for making  
such great choices  
with our substitute  
teacher! I am so proud  
of you!  
Love,  
Mrs. Mini

{Editable}

Positive award  
for students  
who made good  
choices with  
the substitute!

# [MY LITTLE LOOKOUT]

# Reflection

Date: \_\_\_\_\_

When we had a substitute, I:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This is what I should have done:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

Version 1: words for older students

Students who do not make the best choices with the substitute can fill out reflection notes to make a plan for his/her behavior next time there is a sub

Date: \_\_\_\_\_

When we had a substitute, I:

\_\_\_\_\_

This is what I should have done:

\_\_\_\_\_

Name: \_\_\_\_\_

Version 2: pictures for younger students