**Acknowledgments audit: Template**

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| **WHAT?** (Name of procedure) | **WHY?**(Broad expectation and specific behaviour(s) from the expectations matrix) | **WHERE?**(School-wide, classroom, non-classroom) | **WHEN?**(Free and frequent, moderate and intermittent, or significant and infrequent) | **HOW?**(Acknowledgments) |
| **Example**Being a Respectful Learner | Be a Respectful Learner – Using appropriate language | ClassroomNon-classroomSchool-wide | Free and frequent | Specific feedback and praise for the use of respectful languagePoints system (classroom)Gotcha cards (non-classroom) |
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