



Take Your Time Assembly

Planning Packet &
Guide for Schools



SHOPPE

*Building Character
and Peace*

Dear Principals, Teachers, and Staff;

We are proud to present the “Take Your Time” assembly at your school – thank you for having us! This assembly presentation teaches a powerful tool: Stop & Breathe. This tool helps students to manage anger using 3 strategies for “cooling down”. Our goal is to support students to make better choices for themselves and for those around them. Oftentimes, our emotions can overtake us and we can do things that are harmful or hurtful to ourselves and those around us. This skill will help students to identify when things are heating up, so they can Stop, Breathe, Think (to make the best choice), Choose (from several strategies), Act, and then Celebrate.

Here is what you will receive in this assembly:

- ★ The “Stop & Breathe” tool
- ★ Skills to identify when a situation is escalating
- ★ Tools to manage anger
- ★ Strategies to make the best choice possible when a situation is challenging
- ★ Bookmarks for students with the “Stop & Breathe” tool on it
- ★ Posters for teachers with the “Stop & Breathe” tool.
- ★ Sheet with Red, Orange, and Green Strategies listed

In this packet you will find 3 follow up lessons and one example of one of the strategies for teachers to practice the “Stop & Breathe” tool in the classroom. Our goal is to introduce a tool that the whole school can use and practice together, so more time is spent learning and enjoying the educational experience. We look forward to working with you to build a more peaceful and safe school!!

Sincerely,

Joseph Savage and Vicki Abadesco!
Founders of Soul Shoppe

Take Your Time Packet

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Here is your Checklist before we come!

- Present “Take Your Time” packet to teachers in staff meeting at least one week before assembly
- Make sure all teachers know the time and date of the assembly (send several reminders if needed)
- Secure room for that time (we will need at least a half hour set up time before the students attend).
- Make sure screen is pulled down or set up.
- If you have a microphone, have it set up on a stand ready to go.
- Have floor swept and clean so students are comfortable sitting down. Have chairs out for the teachers.



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STOP & BREATHE - EVERYONE CAN WIN

Purpose: To identify ways that everyone can win.

Materials: Stop & Breathe poster

Enroll

- How many of you have ever seen or been involved in an argument, conflict or fight?
- How many of you saw where both people lost the conflict? One person won and another lost? Both people won?

Action

- Have 2-4 volunteers come up and briefly describe their conflicts to the class.
- Review the following after each volunteer:
 - ★ What happened?
 - ★ What feelings did each person have?
 - ★ How did the conflict end? Did both people get what they wanted?

Share

- Introduce “Stop & Breathe” poster (Stop, Breathe, Think, Choose, Act, Cheer) and go through the hand motions.
- When you find yourself in a conflict at school or at home following these steps:
 - Stop** – when you realize you are angry or upset in anyway. (hand up like a stop sign)
 - Breathe** – we think better when we breathe (hand on chest and take a deep breath)
 - Think** – this is when you can think about how to make this a win/win situation. (finger to brain)
 - Choose** – make your best choice so everyone wins. (thumb up)
 - Act** – put your choice into action. (fist in air, pull down)
 - Cheer** – celebrate your decision! (pat on the back)
- How does Stop & Breathe help us to have situations where everyone wins? (win/win)
- Which strategies can you use after you Stop & Breathe?

Evaluate

- Practice reviewing conflicts and discuss more options for win/win – where everyone wins.
- Review Stop & Breathe on a regular basis.

STOP & BREATHE

Stop: What am I doing?

Breathe: Take a deep breath.

Think: What are my choices?

Choose: I'm going to make the best choice where everyone wins!

Act: On the choice.

Cheer: Good job!



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MAKING WISE CHOICES

Purpose: To practice the Stop & Breathe tool using the Red, Orange and Green strategies

Materials: Stop & Breathe poster
Take Your Time strategies list

Enroll

- Review the “Stop & Breathe” hand motions.
- Review the 3 colors and remind students of the strategies for each

Action

- Have students pair up and talk about making good choices in the following scenarios:
- Scenarios
 1. Two students want to play with the basketball and are trying to take the ball from another student.
 - *Q- if you are in the Red, what would happen next?*
 2. Two kids come over to your house to play but your mother told you to finish cleaning your room first. The friends keep bugging you to finish later.
 - *Q- if you are in the Orange, what would happen next?*
 3. Three girls and two boys have been teasing another girl and the girl is very angry and hurt.
 - *Q- if you are in the Green, what would happen next?*
 4. One student keeps changing the rules during a four-square game and won't get out.
 - *Q- if you are in the Red, what would happen next?*
 5. The teacher gave a very hard assignment and a student is ready to give up.
 - *Q- if you are in the Orange, what would happen next?*

Share

- Brainstorm ways to STOP: take deep breaths, walk away, count to ten, ...so they can choose.
- Have students commit to doing one of the “Strategies” this week.
- Review the “Stop & Breathe” process everyday before snack and lunch recess.

Evaluate

- Check back in with students to see how they are able to “Stop & Breathe”.
- Review Stop & Breathe on a regular basis.

Stop & Breathe Take Your Time Strategies

When you are in the **RED**:

- Deep Breathing
- Go Somewhere Else
- Picture Something Positive
- Go get Help; Talk to Someone

When you are in the **ORANGE**:

- Calming Phrase
- Talk It Out
- Exercise

When you are in the **GREEN**:

- Relax
- Laughter
- Let it Go, Get Hugs



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OWNING UP

Purpose: To practice the Stop & Breathe tool and identify which “Red, Orange, and Green” Strategies they can use to made good choices.

Materials: Stop & Breathe poster
Take Your Time strategies list

Enroll

- Review the “Stop & Breathe” hand motions.
- Ask, “How many of you are proud of the good choices you have made this week?”
- “Did you ever wish you could turn back time and make a better choice?”
- “Do you think you could have made better choices in the last couple of days?”

Action

- Give students a piece of paper.
- On one side of the paper, have the students write, “Good Choices.”
- On the other side of the paper, have the students write, “Not So Good Choices.”
- Ask students to think about their lives at home, school, and in their neighborhoods. Have students write a few examples of recent “Good Choices” that they have made, and a few recent “Not So Good Choices” that they have made.
- *Variation for older students- after students have written down a few examples of “Good” and “Not So Good Choices”, ask them to think about what Strategy could have worked when they made a “Not So Good Choice”. Ask students to write a R (for Red) or an O (for Orange) or a G (for Green) next to their “Not So Good Choices” examples, to show the choices they could have made to Stop & Breathe.*

Share

- Have students share what they wrote for both columns.
- Ask students to brainstorm ways that they can change some of their “Not So Good Choices” to “Good Choices”.
- Ask students to role play these “Not So Good Choices” using the “Stop & Breathe” tool.

Evaluate

- Check back in with students to see how they can put the “Stop & Breathe” tool into action.
- Review Stop & Breathe on a regular basis.

Whole School & Classroom Activities To use after the "Take Your Time" Assembly

Appreciation Notes

Have a day to write notes of thanks and appreciation to others in the classroom. Support students to master the life skill of appreciation!

Safety Norms

With the students, brainstorm classroom or school norms that everyone can agree on. Have students participate in drawing and/or writing the norms out and have every student sign the norms in agreement to honor them.

Active Listening

Create time and space throughout the school for students to learn and practice active listening. When students have opportunities to share their feelings in a safe environment they are less likely to act out their feelings in negative ways that can potentially hurt others and/or themselves.

Peacemakers

Develop and train a core group of student Peacemakers who will support the school to resolve problems in a positive way.

Peer Tutors

Train a small group of older students to help younger students with reading or spelling. This helps to develop leadership qualities with students and allows older students to take on more responsibility.

Acts of Kindness

Announce monthly or weekly "kindness" challenges. Have students or classrooms take on a kindness challenge they will do for someone else. Students can write letters to the elderly, raise money for a cause, create/make a gift for a staff person or sing songs to kids in a hospital. Create a fun acknowledgement for all who participate.

Suggestion Box

Create a box for students to suggest improvements or changes they would like to see in order to help people express their feelings and/or give them space to Stop & Breathe.

Recognition

Provide opportunities for students to be acknowledged – through a bulletin board, daily announcements or newsletters.

Picture Something Positive

Creating a Positive & Safe Learning Environment

Teachers: In order for us to start to learn how to manage our anger and turn it into something positive, we need strategies to calm us down and put us in the state to access our higher functioning thinking process. This next activity is a great tool for your students to visually and emotionally make better choices.

Create a quiet time to do this, making sure the students have calmed down and are focused as much as possible.

Visualization:

Get into a comfortable position. Take three quiet, deep breaths with me. Focus only on your breathing. Keep very still and quiet for the next minute. Breathe in easily, and breathe out easily. Make sure you are comfortable.

It's time to leave the noise and any rushing around outside. It's a time off, a time to journey down into the quiet. Your body is quiet and still. Your mind is quiet and calm.

As you allow yourself to go deeper into relaxation, imagine that you are warm. Imagine that you are quiet. Think about how relaxed you are. Imagine that you are peaceful. You feel peaceful and quiet all the way from your toes to the top of your head.

Imagine now, that your body starts to float up into the air. You slowly float up and begin to float out of the room towards the outside. Now you are outside looking at the ground below from way up high. It is warm and you are floating very slowly.

You are moving towards your special place where you do something you really like doing. It's a place that makes you very happy. Try to imagine where that place is. Try to imagine what you are doing in that place. You see that place in the distance and slowly, gently float there. It feels good. Now float over your special place and gently touch your feet down to the earth. Move slowly into your special place. Look around. Notice, what does it feel like? Go ahead, quietly, gently, enjoy being in this place that is all yours. What are you doing? You feel exceptional here. This is your place. Relax.

It really feels good. You feel powerful and smart; you know you have what it takes.

You are very happy. You could stay here forever. Enjoy it.

You feel refreshed. Now take a moment to breathe in easily and breathe out easily. Take a moment to feel how happy you are. Now, slowly float back up and gently find yourself floating in the warm sky. You look down and see the earth. Look at all the trees and the birds. Maybe you see some people walking around. Now float over this room, and gently lower yourself back into your seat. You are back in the room and you keep the memory of your special place with you. Your feet are planted on the ground.

In a few moments, I am going to count backwards from 3 to 1. At the count of 1 you will be refreshed and alert, as if you had the perfect amount of rest, knowing you can remember everything you wish of your visit to your special place. When you open your eyes, please remain silent and write down things you want to remember from your visit.

Three- coming back to present time, becoming more alert and refreshed. Two- feeling the ground beneath you. And one- eyes open, refreshed, peaceful and ready to go. Breathe.

You can visit this place anytime, in fact you will visit this place before any challenge you have.