



Emozi® Admin Walkthrough Tool

For Leaders to Notice and Celebrate Character Development Practices

Purpose:

To help administrators and leaders observe and celebrate the use of Emozi® strategies and language **outside of direct lessons** — in hallways, lunchrooms, recess, assemblies, and transitions. This tool promotes consistency, fidelity, and positive reinforcement.

What to Look For

Student Behaviors

- Students using Emozi® language (HALT–HOOT–HEART, STAR, SCOPE, SCOPE-IT) in real-life situations.
- Students resolving small conflicts independently.
- Acts of kindness, sharing, or helping peers.
- Students using calming strategies when frustrated.
- Students encouraging others to use Emozi® strategies.

Staff Practices

- Staff modeling Emozi® language in transitions and interactions.
 - Staff prompting students with Emozi® strategies (“Can we STAR this out?”).
 - Staff reinforcing positive behavior by naming the skill (“That was a caring action — you used HEART.”).
 - Staff embedding Emozi® into routines (lining up, lunch cleanup, recess rules).
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Quick Observation Notes

Date/Time: _____

Location: _____

What Emozi® strategy/language did I observe?

Who modeled or used the strategy? (student/staff)

Positive behaviors to celebrate:



Celebration & Feedback

- Share what you noticed in the **weekly staff memo** (“I saw 5th graders using STAR at recess this week!”).
- Highlight examples at staff meetings to reinforce good practice.
- Offer student recognition (e.g., Emozi® shout-outs, “Caught with Character” tickets).
- Provide quick feedback to teachers/staff: celebrate consistency and encourage wider use.



Leader Reflection

- Am I consistently noticing Emozi® beyond the classroom?
- Are there areas (lunchroom, hallways, buses) where Emozi® could be reinforced more?
- What professional development or reminders might help staff embed Emozi® language in daily routines?