



# Toolbox Project

## 12 Tools

Tools for Learning - Tools for Life

Building Resilience, Self-Mastery, & Empathy for Others



# Objectives

We will learn:

1. The what & why of the Toolbox
2. Benefits of the Toolbox for our students & school community
3. Learn the 12 tools:
  - a. Meaning
  - b. Tagline
  - c. Hand gestures
  - d. Icon



# The What & Why of the Toolbox



TOOLBOX Project enables us to use the inner “Tools” that already exist inside us. The strengths/assets-based common language of TOOLBOX is rooted in resilience, self-knowledge, self-awareness, and non-violence. When we as teachers or parents/caregivers use and model TOOLBOX in our daily lives, we foster children’s abilities to manage their own emotional, social, and academic success.

The 12 Tools of TOOLBOX help reduce student conflict and behavior referrals, improving classroom achievement and school climate. And it has lasting results: Children trained in primary grades describe ongoing benefits of Tools in their adult lives.



# Benefits of Toolbox



- Provides the building blocks for supporting **Whole Child Development**.
- Builds **common language** that works in many contexts- classroom, playground, home, etc.
- Empowers the **individual child** to be present in the task at hand, while building the ability to calm themselves down.
- **Improves mental health** by building empathy for self and others, supporting healthy relationships, reduces bullying and improves classroom and school climate.
- Supports **equity** by fostering children's ability to manage their own emotional, social and academic success.
- Helps teachers **keep students' focus on learning** by inquiring what tool a child or class could use, allowing students to self-manage.
- Serves **all** children.
- Encourages mutual **respect and empathy**.
- Positively promotes **SEL and Academic Learning**.

## *Toolbox Teaches Children*

- How to realize their innate goodness and intrinsic wholeness
- How to belong and contribute their uniqueness
- How to achieve emotional balance and emotional intelligence in 3-5 seconds
- How to be proactive rather than reactive
- How to organize and understand their internal experiences (self-knowing)
- How to care for themselves and experience empathy for others
- How to understand and make sense of what is going on around them
- How to find their voice and speak up
- How to listen to their inner voice non-judgmentally and make fair self-assessments
- How to let the little things go
- How to use time wisely (time-in and time-away)
- How to be grateful and give thanks from a place of authenticity
- How to be forgiving when it is time
- How to apologize when aware of harming others
- How to understand the value and intelligence of patience
- How to be courageous when others are not using their Tools



# Introduction to the Toolbox Project



# PBIS & 12 Tools

<b>Respectful</b>	<b>Responsible</b>	<b>Ready</b>
<ul style="list-style-type: none"><li>-Empathy Tool</li><li>-Personal Space Tool</li><li>-Listening Tool</li><li>-Please &amp; Thank You Tool</li><li>-Apology &amp; Forgiveness</li></ul>	<ul style="list-style-type: none"><li>-Quiet/Safe Place Tool</li><li>-Garbage Can Tool</li><li>-Taking Time Tool</li><li>-Courage Tool</li></ul>	<ul style="list-style-type: none"><li>-Breathing Tool</li><li>-Using Our Words Tool</li><li>-Patience Tool</li></ul>

# Monthly Character Traits & 12 Tools

August	September	October	November	December
<ul style="list-style-type: none"><li>-3 R's</li><li>-Tools Overview</li></ul>	<ul style="list-style-type: none"><li>-Integrity or Punctuality (depending on site)</li><li>-Breathing Tool &amp; Quiet/Safe Place Tool</li></ul>	<ul style="list-style-type: none"><li>-Acceptance</li><li>-Listening Tool</li><li>-Personal Space Tool</li></ul>	<ul style="list-style-type: none"><li>-Gratitude</li><li>-Please &amp; Thank You Tool</li></ul>	<ul style="list-style-type: none"><li>-Generosity</li><li>-Using Our Words Tool</li></ul>
January	February	March	April	May
<ul style="list-style-type: none"><li>-Perseverance</li><li>-Taking Time Tool</li></ul>	<ul style="list-style-type: none"><li>-Compassion</li><li>-Empathy Tool</li></ul>	<ul style="list-style-type: none"><li>-Self Control</li><li>-Patience Tool</li><li>-Garbage Can Tool</li></ul>	<ul style="list-style-type: none"><li>-Forgiveness</li><li>-Apology &amp; Forgiveness Tool</li></ul>	<ul style="list-style-type: none"><li>-Courage</li><li>-Courage Tool</li></ul>



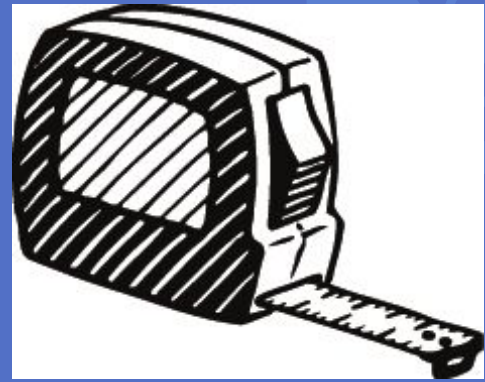
# 12 Tools

The background is a solid blue color with several dark blue gears of varying sizes scattered across it. There are also large, soft-edged, light blue abstract shapes that overlap the gears and the text area.

In the upcoming slides, we will go over each tool individually. You can expect to learn each of the tools name, meaning, tagline, hand gesture and icon.

# Breathing Tool

**Tagline:** I calm myself and check-in



**Meaning:** Being aware of our breathing helps us feel calm and gives us time to think. When we take time to reflect, it helps us make good choices. When we don't feel calm it can make it hard to learn, relate to others, or care for ourselves. When we pay attention to our breathing, it can help us practice self control, and understand and connect with others.

**Hand Gesture:** Touch thumbs and index fingers together in front of you like you are holding a tape measure. Slowly pull your hands apart while taking a breath in through your nose. Then while you breathe out through your mouth, bring your hands back together slowly. Repeat 3 times.

# Quiet/Safe Place Tool



**Tagline:** I remember my quiet/safe place

**Meaning:** Being quiet can give us strength. When we have a quiet place we can go to, even if it is in our minds, our creativity and imagination can soar! The Quiet/Safe Place Tool is a way we can remember to be quiet and still.

**Hand Gesture:** Place your hands over your ears while closing your eyes. Go to your quiet/safe place anytime in your imagination.

# Listening Tool

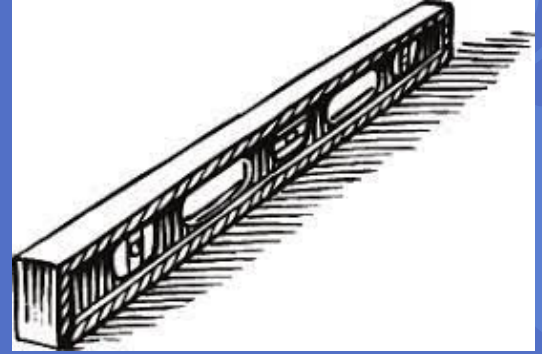


**Tagline:** I listen with my ears, eyes, and heart

**Meaning:** Listening with your heart is the key to building strong relationships. It shows the other person you care. It can help us with conflict resolution.

**Hand Gesture:** With 2 fingers, gently tap behind your ear to remind you to “listen” to what is being said, tap next to your eyes to remind yourself to look at the speaker,, then pat your heart to remind yourself to care about what is being said.

# Empathy Tool

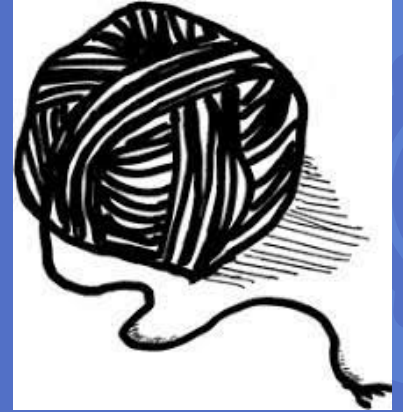


**Tagline:** I care for others. I care for myself.

**Meaning:** Empathy is noticing or imagining how another person is feeling. Empathy is caring about someone else. Empathy helps us practice kindness and forgiveness. We can also show we care and understand ourselves.

**Hand Gesture:** Place hands in front of you with your palms up as if holding an imaginary level. Slowly raise one hand as you lower the other hand. Now reverse the motion and repeat like a see-saw.

# Personal Space Tool



**Tagline:** I have a right to my space. You have a right to yours.

**Meaning:** We all have a right to our own personal space and need to be respectful with the personal space of others. Noticing the physical space around us helps us see what others need and what we need.

**Hand Gesture:** Stretch hands out in front of you with your palms forward. Slowly move your hands apart and then together again, imagining you are stretching out a piece of yarn.

# Using Our Words Tool

**Tagline:** I use the “right” words in the “right” way

**Meaning:** When we use our words carefully, we can show we care about others and ourselves. Careless or hurtful words harm others. When we use our words, we can tell others what we need and want in a respectful way. This can help us resolve conflict.

**Hand Gesture:** Hold an imaginary pencil and pretend to write your name in the air.



# Garbage Can Tool

**Tagline:** I let the little things go.

**Meaning:** We do not have to take unkind words or actions personally. Sometimes the best choice is to throw hurtful words and actions away.

**Hand Gesture:** Make a thumbs up with your hand. Pretend to put the hurtful words or actions into the garbage can (your hand) and close the lid (your thumb). Now toss the garbage can over your shoulder.





# Taking Time Tool

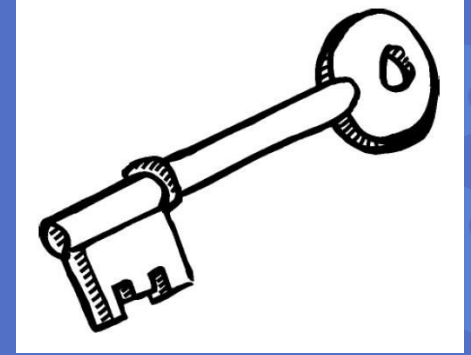


**Tagline:** I take time-in and time-away

**Meaning:** We choose how to use our time, and when we use our time in a good way, it helps us feel good and learn. Stepping away for a moment and taking time away from the thing that is causing you to feel bad and lead to self understanding and self reflection. It also helps us make good choices with others.

**Hand Gesture:** Gently tap your wrist as if you are tapping an imaginary watch.

# Please & Thank You Tool



**Tagline:** I treat others with kindness and appreciation.

**Meaning:** Please and thank you are the magic words that make others feel good. Saying thank you and showing gratitude tells others we care and appreciate them. This helps build good friendships.

**Hand Gesture:** Pretend to hold a key and turn your wrist as if opening an imaginary lock.

# Apology & Forgiveness Tool



**Tagline:** I admit my mistakes and work to forgive others.

**Meaning:** A kind apology opens the door to responsibility and forgiveness. When we make time to apologize for our mistakes and forgive the mistakes of others, we are showing true strength and showing we care.

**Hand Gesture:** Pretend to put glue in each hand. Now put your hands together to make them stick.

# Patience Tool



**Tagline:** I am strong enough to wait.

**Meaning:** Patience is the ability to wait quietly. When we are patient, we are in control of ourselves.

**Hand Gesture:** Put your hands together and slowly rub them together.

# Courage Tool



**Tagline:** I have the courage to do the “right” thing.

**Meaning:** Courage is having the inner strength and bravery to do the right thing even when it is difficult. It takes courage to use our tools, even when others aren't.

**Hand Gesture:** Place one hand over your heart. Gently pat your chest while breathing in deeply. In your mind, say “Grow strong heart. Grow Strong.”



**TOOLBOX**  
BY DOVETAIL LEARNING

## The 12 Tools

*Tools for Learning • Tools for Life*



### Breathing Tool

*I calm myself and check-in.*

### Quiet/Safe Place Tool

*I remember my quiet/safe place.*



### Listening Tool

*I listen with my ears, eyes, and heart.*

### Empathy Tool

*I care for others. I care for myself.*



### Personal Space Tool

*I have a right to my space and so do you.*

### Using Our Words Tool

*I use the "right" words in the "right" way.*



### Garbage Can Tool

*I let the little things go.*

### Taking Time Tool

*I take time-in and time-away.*



### Please & Thank You Tool

*I treat others with kindness and appreciation.*

### Apology & Forgiveness Tool

*I admit my mistakes and work to forgive yours.*



### Patience Tool

*I am strong enough to wait.*

### Courage Tool

*I have the courage to do the "right" thing.*



# Quiz Time

Just kidding; however, please learn the 12 tools and practice them yourself. As a school district we are all going to be implementing the 12 tools to have a common vocabulary to support the success of our students.