YouHue



# Running a daily check-in

One minute a day, at the same time, with the same tone. Here's how to make it part of the day rather than one more thing.

1. **Set a time.** Pick one moment and keep it. First thing works for most classes, because the day hasn't happened yet. The best time is the one that works for you. You can set a check-in window for your class, and allow anytime check-ins if you want them.

2. **Set the tone.** Say it the same way every day: "Time to check in." No build-up, no big talk. Every feeling is okay, including okay.

3. **Keep it private.** Students check in on their own device, without reading out or comparing. Their check-in goes to you and the adults at school who are allowed to see it, never to other students.

4. **Model it.** Tell the class how you're feeling now and then, in one word. It shows that naming a feeling is normal, not a confession.

5. **Notice without interrogating.** Read the class on your home screen, see who might need a closer look, and choose the moment. A quiet word later beats a public question now.

6. **Say something back.** When a check-in needs a reply, send a short message. Start from the suggested one, make it your own, and add an activity if it fits.

## Common situations

**A student says "fine" every day.** That's allowed. Okay is a real mood. Look at the pattern over weeks, not the day.

**Someone writes something that worries you.** If a child's words ever need an adult right away, YouHue tells you straight away. Follow your school's usual steps, and never read a check-in aloud.

**The class rushes it.** Fine. A minute is enough. The habit matters more than the depth on any one day.

**A child doesn't want to check in.** Don't force it. Ask what would make it easier, and try again tomorrow.

**You missed a day.** Pick it up the next morning. The students will remind you soon enough.

Questions? **help@youhue.com**