



# Associate Teacher and Student Guidelines

## Associate Teachers

**Welcome** the student teacher as a respected (even though inexperienced) colleague. It is important to their experience that they feel a member of your class and school community. Introduce the student teacher to the class as a visiting teacher, provide them with a class roll and seating plan, and discuss the characteristics and capabilities of your class and work covered to date.

**Share** school/syndicate and unit plans, discuss how your classroom planning sits within these schemas and give the student teacher access to any documentation and resources which will help them in planning future lessons.

**Collaborate** with students as they plan lessons, and lesson sequences. Student's planning should be provided to the associate teacher in advance for feedback and revising.

**Support**, after consultation, a student teacher's attempts to try styles and approaches different from your own. Provide verbal and written constructive feedback on lessons taught and provide advice and guidance for future teaching.

**Report** any concerns promptly to the EDSW team - usually the student's professional supervisor. Work together with the student to complete the assessment documentation, and partake in professional conversations with the student and supervisor after observations towards the end of their practicum.

## Student teachers

Student teachers take part in all aspects of teachers' work and to accept the professional obligations that are part of this role. However, student teachers should not take sole responsibility for the conduct and safety of children.

### They are expected to demonstrate:

- Reliability, especially in meeting commitments to teach, regularity and punctuality of attendance
- Commitment, enthusiasm and initiative; participating fully in school life as is appropriate for the purpose of the particular practicum
- Active observation of lessons taught by associate teacher
- Ethical conduct that does not undermine the status of the associate teacher
- Willingness to consider advice and accept feedback
- Co-operation as a member of a team, establishing professional, respectful relationships with staff and students