



## Eastbrook Comprehensive School

### Working with Teaching Assistants

When?	The role of the Teaching Assistant
<b>Before the lesson starts</b>	<ul style="list-style-type: none"> <li>• Check the teacher's planning to see what support is required.</li> <li>• Note main lesson objectives and expected outcomes for targeted students.</li> <li>• Secure a copy of resources and texts, etc that will be used in the lesson.</li> <li>• Check student's Profile of Need and the relationship to lesson objectives</li> </ul>
<b>During the lesson introduction</b>	<ul style="list-style-type: none"> <li>• Ensure that all students are clear what they will be learning (lesson objectives) and what the teacher expects them to have achieved by the end of the lesson (learning outcome)</li> </ul>
<b>During whole-class work</b>	<ul style="list-style-type: none"> <li>• Keep students focused, engaged and help to maintain pace – refocus as necessary.</li> <li>• Act as a talk partner to particular students to allow them to rehearse their ideas and thinking aloud.</li> <li>• Encourage responses from reticent students.</li> <li>• Sign and use small white boards to emphasise key vocabulary.</li> <li>• Model or role-play activities with teacher.</li> </ul>
<b>In group work</b>	<ul style="list-style-type: none"> <li>• Establish intervention sessions with small groups (in negotiation with the teacher).</li> <li>• Question students to ensure they understand the teacher's instructions as to what they are to do, what they will learn and what outcome is expected of them by the end of the group session.</li> <li>• Explain roles, prompts and give time checks.</li> <li>• Note issues, mistakes, misconceptions and difficulties so that the teacher can address these in the plenary or in future lessons.</li> <li>• Rehearse reflection on learning so that students can present their ideas in plenary sessions.</li> </ul>
<b>In the plenary</b>	<ul style="list-style-type: none"> <li>• Prompt students and help them explain strategies and reasoning to reflect on their learning.</li> <li>• Monitor responses of some students as requested by the teacher.</li> </ul>
<b>At the end of the lesson</b>	<ul style="list-style-type: none"> <li>• Clarify with students what the next steps in their learning will be.</li> <li>• Ensure that students have homework in their diaries and are clear about any follow up required.</li> </ul>
<b>After the lesson</b>	<ul style="list-style-type: none"> <li>• Provide feedback to the SENCO and appropriate tutors and subject teachers.</li> </ul>

Reviewed October 2017