

Essential Advice For Scripture Teachers

(This has been put together by Wendy, a school teacher with lots of experience of Scripture teachers in her classroom)

- *Always be on time and fully prepared for the lesson.
- *Avoid last minute copying on the school's photocopier – there are usually classroom teachers trying to do that too.
- *Ask the class teacher about school and classroom rules and what is expected of your particular group. e.g. Are the children expected to raise their hands to answer questions? What's the procedure for children who need to go to the toilet or are feeling unwell?
- *What kind of reward system does the teacher use – house points, first out at lunchtime? Find out if that's appropriate for you and the way you run your lesson. (Never use food of any kind as a reward.)
- *Ask for support from the teacher or scripture co-ordinator if you are having difficulty with a particular child.
- *Commend children to the teacher who are worthy of praise. This can often be the quieter child who may be overlooked in the classroom.
- *If you require board space for a lesson, always check first with the teacher. Never erase any board work without permission.
- *Leave the room as you found it if you have rearranged desks and chairs during the lesson.
- *Stress to children who come from another room that they must not touch items on the desks where they sit.
- *Find out if any children have health issues that may need emergency attention e.g. asthma, allergies, diabetes. Know who to call and how to do it.
- *Ask about the School Evacuation Plan and Lock-Down Procedures. These should be displayed on the classroom walls.
- *Find out if you can use classroom equipment such as scissors or coloured pencils. (It may be better if you can provide your own since items such as scissors are always in short supply and teachers try to maintain their allocation throughout the year.)
- *At the end of the lesson, stay with the children till the teacher arrives or advise the teacher in the neighbouring classroom that you are leaving.
- *If you are unable to teach on a particular day, let the school know as early as possible so they have time to make other arrangements.