

EDPR 442 - Secondary Orientation with Cooperating Teacher First Week Student Teaching Questions

These questions are to guide you when meeting with your cooperating teacher for the first time and/or when meeting at the beginning of the student teaching semester. You will want to have all of these questions answered by the end of your first week of student teaching.

1. What is the scheduled teacher workday? arrival/dismissal
2. Whom should I contact if I am absent and what procedures should I follow?
3. What is the scheduled students' day? arrival/dismissal
4. Would I be able to get a copy of:
 - a) the bell schedule
 - b) your teaching schedule
 - c) building map
 - d) student code of conduct
 - e) your discipline/classroom management plan
5. Where should I park?
6. What is the teacher dress code? Student dress code?
7. May I take coffee or a drink into the classroom?
8. Is there a faculty restroom?
9. Where am I expected to be during the conference period?
10. What extra duties or supervision will I be assigned?
11. What time during the day can we meet to discuss my progress and your expectations of me?
12. While I am not teaching and you are, what will you expect me to be doing?
 - a) in the room?
 - b) lesson planning?
 - c) assisting you?
 - d) assisting students?
 - e) grading papers?
 - f) out of the room?
13. Is there a set curriculum I am to follow?
14. Would you like to proof the letter of introduction that I will be giving to students?
15. Are there any students without permission to video or photograph? If so, what are their names?

16. Do you have a set lesson plan format I need to use when I write my lesson plans?
17. How many days in advance would you like to review my lesson plans?
18. Am I to use your established classroom management plan or am I to create my own?
19. What procedures do you have established in the classroom?
 - a) seating charts
 - b) paper headings
 - c) turning in completed work
 - d) getting out of seat during class: sharpening pencil, throwing away trash
 - e) passes/leaving class – restroom, locker, office, clinic, etc.
 - f) tardy to class
 - g) students bringing materials for class
20. What is your grading system?
21. What type of grade book am I to use?
22. How and when do I inform students regarding student performance?
23. How is attendance taken?
24. Are there any students with special needs or individualized education plans of whom I should be aware?
25. Are students permitted to chew gum or eat in your class?
26. What is the procedure to get materials copied?
27. What are the procedures for using the library or a computer lab?

