

## Heads up rookie!

*From intern to intern. Everything you need to know that they haven't told you...*

Hello there new intern and welcome to the team at Forest Valley. Over the next couple of months you will go from thinking that the E.R. was a TV show to taking your own class through the enchanted forest and sending them off for a cookout at Proudies. Don't worry if you don't recognise some or any of these things now, they will all seem like second nature soon enough.

Within the next couple of pages are some hints, tricks and suggestions that will help to make your time here even more enjoyable and the transition from observing to teaching a little smoother. When you are starting out, everything is so new that it is hard to focus on just a couple of things or simply knowing what aspects to concentrate on. As I began to teach classes, these are some parts of the job that I felt made a major difference: transitions; classroom management; timing and of course, don't forget the small things! Paying attention to these aspects of teaching won't make you a specialist over night, but they should help to focus your attention and avoid learning the hard way in some situations.

**Transitions:** Oh boy...It might have just been me, but I have found these to be of vital importance. You can gain or lose 15 minutes over the course of the day just from moving around from class to the forest. Knowing what you want to accomplish before you actually set out will allow you to make the most of the time that you have with the kids. Watch what the other F.V. staff do to prepare the class to move from place to place. Notice how they line up kids at the door. Maybe start walking them outside if the line is in the way of students getting their bags. Explaining to a teacher what they will be doing on the hike can be done at the bus, or while the kids are lining up. This will save you that couple of minutes outside. Transitions are a subtle skill that will require practice but will prove to be an invaluable part of your skills. A couple of other things to help out might be:

- If in the Den...In the afternoon, have the kids bring their backpacks to the Thruway area so that multiple trip across the parking lot are not necessary.
- Try and maintain the kid's attention during the transition.
- Give them something to look for or concentrate on while moving

**Classroom Management:** Everyone loves working with a great class. Too bad not all classes are perfect. That does not mean that there are no diamonds in the rough. Maintaining or increasing the enthusiasm of the class while maintaining their focus is the ultimate goal. There are many tricks that many of the F.V. staff could give you but through practice, you will adopt and find tactics to control your class. Here are a couple of tricks, but watch the staff members to see how they move and communicate with the kids.

- Ask the teacher if they have a phrase to get the class' attention
- Pay attention to the whole class. If kids start to wonder, change the subject or get them moving.
- Have kids raise their hand to talk. It may seem obvious but having kids yell out answers can quickly lead to chaos.
- Try to show genuine enthusiasm. If you are not excited about the day, how do you expect them to be?
- Control the kids that act out in the beginning. Misbehaviour can be infectious so control at an early stage is important.

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