

Top 10 Tips for Supply Teachers

1. Present yourself in a professional manner: act and dress for the part.
2. Be prepared for possible outside activities.
3. Arrive early to orient yourself and read through the lesson plan.
4. Seek information on emergency protocols: each school can be different.
5. Follow the teacher's lesson plan.
6. Follow school protocols (code of conduct).
7. Network with teachers in the building (especially the teacher next door).
8. Build professional rapport with students.
9. Provide detailed notes/feedback for the teacher to see the next day.
10. Leave the classroom in the same condition as when you arrived.

General Advice

- Introduce yourself to school administration in the area you wish to work.
- Log into the AESOP website regularly to ensure your information is accurate. Don't rely only on secondary apps to communicate with the website.
- Do not use your cellphone during instructional time unless it is part of the lesson plan.
- Keep your resume/professional portfolio updated.