

# *Field Placement / Practicum Cooperating Teacher Info*

HOSTING A PRACTICUM STUDENT SHOULD BE A REWARDING EXPERIENCE FOR YOU AND YOUR CLASS. YOUR ROLE AND RESPONSIBILITIES AS A PRACTICUM HOST TEACHER ARE TO:

- Welcome your practicum students into your classroom.
- Provide them with opportunities for active involvement in the learning environment.
- Model professional behavior.
- Offer suggestions whenever appropriate.
- Verify attendance on candidate hour log.
- Complete final assessment: Field Experience Checklist.

**Involve your practicum students in the learning environment by having them:**

## *Interact With Children*

- Small Groups
- One on One
- Part of whole class activities
- In conjunction with centers

## *Conduct Activities With Children*

- Read to small groups/whole class
- Tutor individual students
- Team teach lessons
- Help resource students
- Conduct art/craft activities
- Assist with seat work
- Assist in reading groups
- Assist in individual projects
- Assist in cooperative learning sessions
- Attend field trips/special events
- Attend extra-curricular events/after-school activities

## *Work With Teachers*

- Grade papers
- Look for resources/materials
- Assist in classroom routines such as lunch, recess, etc.
- Attend parent/teacher conferences
- Attend staff development sessions
- Attend curriculum/team teaching program planning meetings
- Help with clerical duties
- Make copies

## Expect that your Practicum Students should:

- Be punctual and dependable; if absence is unavoidable, they should notify you and make arrangements to make up any missed time.
- Share all practicum related college assignments with you as soon as possible.
- Show initiative, enthusiasm, and a willingness to be actively involved in your classroom.
- Display professional behavior and confidentiality at all times.
- Dress appropriately.
- Graciously accept constructive criticism and suggestions for growth.
- Accurately record their attendance on their hour log.
- Provide you with a copy of the final assessment: Field Experience Checklist.
- Collect their attendance log and Field Experience Checklist at the end of the semester.

## Focus of Practicum Students' Observations are To Learn How a Teacher:

- Plans activities, lessons, units, curriculum
- Plans for managing behavior
- Plans class activities, student movement, daily schedules
- Communicates with parents, other teachers, aides and teaching assistants, secretaries, principals, other administrators
- Contributes to the larger community (clubs, sports, projects)
- Continues to learn and grow (professional development, conferences)
- Operates within the larger organization of the school (budget, copying, AV equipment, library, supplies, finding and getting other resources, field trip logistics)
- Participates in union activities
- Deals with social issues around gender, race, disability, poverty, sexuality, and so on
- Incorporates educational programming, changes, new ideas: teaching for inquiry, DBQ, technology, portfolio assessment, literacy development, cooperative learning, peer mediation
- Chose education (teaching) as a career

The School of Education is accredited by

**NCATE**

The Standard of Excellence  
in Teacher Preparation

