

# Effective systems and processes

Teacher aides are most effective when effective systems and processes are in place.

- ✓ Schools have a clear strategy about how and when teacher aides work with students.
- ✓ Teachers take responsibility working with groups and individuals, including those who need the most support.
- ✓ Teachers are prepared for their role as manager of other adults in the classroom.
- ✓ Teacher aides and teachers have allocated time to discuss planning and student progress.
- ✓ Teacher aides are provided with information about lesson content, their role in the lesson, the students they will work with, and expected outcomes. There is a mechanism for teacher aides to feedback information.
- ✓ Teacher aides are provided with regular professional learning opportunities.
- ✓ Teacher aides are regularly observed, given constructive feedback, and included in the performance management cycles.

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