



## Teacher Tips for a Successful Residency

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### Presentation and Planning

- Make sure everyone understands the dates of the residency, number of sessions, school holidays, etc.
- Will there be any interruptions in the schedule? For example: TAG students being pulled out, field trips, assemblies, late/early dismissal, etc.?
- Consider how to do some activities in between AiS sessions that either reinforce concepts from a previous session or help introduce concepts for the next one. You will need to plan extra class time in between sessions for final project work as well.
- Always plan a back-up indoor activity in case it rains on the day of any scheduled outdoor activities.
- Make sure you have storage space for your students' projects as they work on them - and if you have a residency earlier in the year and need to save them for the exhibit.
- If you are not going to be able to do a scheduled session during the residency period for any reason, reschedule that session. Design/building professionals are partnering with you and a substitute teacher will not provide the same level of understanding of the program.
- Design a program that integrates with your existing classroom curriculum, if possible. This will make it easier to not plan too much to fit into your school year. If you need any suggestions or resources to help, please go to the Architects in Schools page on the AFO website ([www.af-oregon.org](http://www.af-oregon.org)) or ask AFO staff.
- Remember that your design/building professional partner is not trained as a teacher. They are coming to share their expertise and want to work with your students. Since you are the one thoroughly trained to be in the classroom, they will look to you for guidance and need you to be in charge of classroom management.
- Summarize the progress of the class' work after each session, and briefly review what has been done prior to the design/building professional coming back.
- Communicate all problems, questions and concerns with AFO staff immediately and read all email communication sent about AiS carefully.

### Working Together in the Classroom

- Remember that you must stay in the classroom at all times with the design/building professional and continue to be in charge of classroom management.
- Review all major classroom rules and procedures with the design/building professional during the planning meeting. Discuss your teaching and disciplinary style and agree on behavior standards.
- Assign student helpers to pass out and pick up materials, projects, etc., unless you already have that agreed upon with students.
- Discuss, with your design/building professional, a method for getting the whole class' attention when they are all involved in their own projects.
- If there is a need to divide the class into groups for project work, make sure that you recommend groups of students to the professional. You know your students best, and will have a better idea of who will and should work better together.
- Make sure to discuss with your design/building professional the answers to the following questions: Are there any children with special emotional, physical or language needs, limitations or difficulties? Are there assistants assigned to these students? What level of participation or success is expected of them?
- Discuss classroom disciplinary procedures, expectations, and/or guidelines.
- Discuss the students' development abilities: are there any skills/concepts that the class may not be ready to grasp?