



School Environment Survey

Internship II Field Experience

Section A: First Week of School

Directions: The following questions are to be answered by interviewing your cooperating teacher and making observations in the school and your classroom. Responses to the questions must be kept as an electronic document and a hard copy must be brought to your first seminar class.

First Week Activities

As you assist your cooperating teacher with the many and varied first week activities, be aware of what is happening in the classroom. During this week, the teacher will be collecting necessary paperwork, beginning to establish procedures for classroom activities, developing classroom rules, assessing students' skills and abilities, distributing books and supplies, teaching lessons, getting to know the students, and building the beginnings of a team that will work together throughout the year. At the end of each day, record your observations in response to the questions

1. What activities are necessary to set up a room for the first day of school?
2. Describe the first tasks that your cooperating teacher did when the students arrived on the first day.
3. Sketch the seating arrangement. Include the teacher's desk, library area, centers, computers, student desks, etc.
4. In the first week of school, procedures are taught to organize the classroom. Describe class procedures for
 - lining up to leave the room
 - being excused to go to the bathroom
 - taking attendance/lunch count
 - turning in homework/papers from home
5. How were the students made aware of classroom procedures?
6. What types of paperwork were required during the first week? How did your cooperating teacher keep track of what had been returned?
7. Was there a discussion of rules? Were students involved in making the class rules? Are rules posted? How were/will parents be made aware of rules?
8. What getting-to-know-you or team building activities did you notice?
9. Describe some of the instructional activities that took place during the first few days of school. Were activities in whole group, small group, pairs, individual? Did the activities require a lot of teacher support or could they be done by students independently? Were the lessons on new skills or reviews?

10. What problems arose during the first week (students without lunch money, no bus name, not enough forms for everyone, wrong supplies, crying or upset students, etc.)?
11. What advance preparation helped make the first week successful?
12. Was more time spent teaching or organizing during the first week? Why?
13. What school wide policies do beginning teachers need to know to begin a school year?
Legal issues?