

Module 1 Building Your Foundation

SESSION 1 COMPANION TOOL

First-Week Checklist

Print this out and check items off as you go. You don't need to be a superstar on day one – just intentional.

BEFORE YOU ARRIVE

- ☐ Plan to arrive 10–15 minutes before your cooperating teacher.
- ☐ Pack what you need the night before (notebook, pen, ID, materials).
- ☐ Decide on your greeting and your one-sentence goal for the day.

YOUR FIRST FEW MINUTES

- ☐ Take a breath, put down your bag, and scan the room.
- ☐ Notice: Where do students get materials? Turn in work? How are desks arranged?
- ☐ Greet students warmly as they arrive: “Good morning! I’m glad you’re here.”
- ☐ Look for one small task you can help with (handing out papers, checking supplies).

DURING CLASS

- ☐ Stand where you can see the whole class.
- ☐ Walk the room during work time – make eye contact, smile, notice.
- ☐ Slow your pace down just a little, especially when giving directions.
- ☐ Keep your phone completely out of sight.

BY THE END OF WEEK 1

- ☐ Ask your cooperating teacher: “Is there one routine I can take over by the end of the week?”
- ☐ Choose ONE simple routine to lead consistently (greetings, warm-up, exit ticket, materials, attendance).
- ☐ Reflect: What felt good this week? What do I want to try differently next week?

TIP *These are small, steady, professional habits – not big, flashy gestures. They build trust fast.*