

Secondary Facilitator

no talking



No talking during group sessions (Circle Time, Food Prep Time, Story Time, Arts/Crafts Time, etc). If you must talk to another Secondary Facilitator or one of your assigned students, please WHISPER.

be prepared



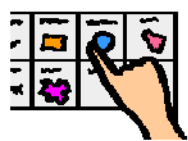
Have everything ready to support the activity. If the child uses a voice output device, make sure it is programmed with the necessary vocabulary: if the child uses a communication board make sure it is available.

wait



A good rule of thumb is to wait 5 seconds (1001.... 1002.... 1003.... 1004.... 1005) before providing any assistance.

point to symbols



Use the Prompt Hierarchy - least to most assistance when encouraging students to participate. Try to avoid hand over hand assistance. If the student needs a physical cue, provide support at the elbow or wrist.

intense



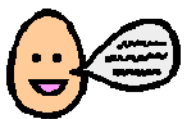
If a child is "labor intensive" in terms of behavior or equipment, the Secondary Facilitator may be responsible only for that child. Otherwise the Secondary Facilitator is often in charge of more than one student. Behavior problems are usually handled by the Secondary Facilitator.

redirect



Redirect student attention in a non-distracting way. Your attempts to bring one child back ON-TASK, should never pull several more children OFF-TASK!

something to say



If the Primary Facilitator has missed a communication, the Secondary Facilitator should SILENTLY ALERT the Facilitator to attend to that child's needs (PF: "I missed what you said.. Go ahead.")