

Tobin K-8 School

Substitute Teacher Exit Slip, SY'2017-2018



School:	Date:
Name of Educator:	Subject Area(s) <input type="checkbox"/> <input type="checkbox"/>
Substitute Signature	This form must be returned to the Director of Instruction at 4:10pm

1. Were you provided with written material which outlines, school policies and procedures, including attendance, lunch/recess, transitions to ARTS/Specialty, Fire Drill and specific routines for disciplinary referral if/as necessary in accordance with School Climate Plan?

Yes No

2. Did either an office or Academy staff member provide you with a general orientation of the school, academy and answer your questions if/as needed?

Yes No

3. Were you provided with a Bell Schedule (homeroom, classes, lunch/recess, classes, dismissal) and a class list or lists inclusive of parent phone numbers?

Yes No

4. Were you provided with a lesson plan, adequate instructional materials, handouts if applicable, guidelines for using classroom level books and/or library?

Yes No Comment:

5. Were you provided pick up and drop off instructions for all transitions referenced in the bell schedule?

Yes No Comments:

6. Were you provided with a seating plan for the classroom, names of student helpers if applicable?

Yes No

7. General Comments (plusses and deltas):