



DEPARTMENT OF TEACHER EDUCATION

Expectations for Professional Behavior

Field lab hours provide students with an opportunity to learn how schools work.

The field lab requires that the ASC student be actively involved with students and teacher in the K-12 classroom setting.

During your field lab assignments, you are a guest of the school community. Your respect for this community is reflected in your professionalism, commitment to the educational profession, and interpersonal skills.

Schedule and attendance:

- ✓ Cooperating teachers have received your schedule and are expecting you.
- ✓ Check in at the front office, sign in on the green Adams State clipboard, and be ready to begin work in the classroom at your assigned time.
- ✓ Wear your Teacher Education ID tag each time you visit a school.
- ✓ Once your field lab schedule begins you are expected to follow the assigned schedule and attend each week.
 - An absence should be the exception. In this case, notify the school, the cooperating teacher, and the college supervisor before the start of classes on the day of absence.
- ✓ Field lab hours vary by course, and must be completed during the term in which the student is enrolled in the corresponding course.

Expectations for interactions, appearance, and conduct:

- ✓ Positive interactions with students, reflecting high expectation of success for *all* students.
- ✓ Maintain confidentiality of student information and private communications.
- ✓ Recognize and affirm the diversity within the school and classroom.
- ✓ Respond constructively to cooperating teacher, recognizing the role of the teacher as mentor.
- ✓ Maintain professional relationships with students, school employees, and parents.
- ✓ Dress in a professional manner. Casual business attire is acceptable. This is a middle ground between formal wear and street wear that includes clean, pressed, tailored clothing. Avoid jeans and shorts, T-shirts, visible tattoos or piercings, emblems that reflect pop culture, hats and caps, faded or torn clothing.
- ✓ Present a positive attitude, working well with others in small and large group settings.
- ✓ Use language that meets professional standards and is not demeaning or harmful to any individual or group.
- ✓ Adhere to professional behavior guidelines for licensure as described in the 1991 Educator Licensing Act (website, Colorado Department of Education).
- ✓ Follow school rules and policies, including no cell phones, ipods, bluetooths, gum, food, beverages, alcohol, tobacco or drugs.

The schools may request that you be removed if your interaction, appearance, or conduct is inappropriate at any time.

I have read and understand this document. I have also participated in the Professional Behavior Orientation. I agree to adhere to the guidelines presented in this document and discussed in the Professional Behavior Orientation.

Signature _____

ID# _____

Print Name _____

Date _____