

Hello, I'm New Here!

A guide to your new building, district, or grade level

Repurpose your resources. If you're staying in the same grade level at a new building, your class library and other resources should still be useful. Even if you've switched grade levels, you'll find that many can be used with minor adjustments.



Find a **mentor teacher** to help you adjust to your new classroom. Because you also have teaching experience, you can share wisdom and tips.

Be open. A new environment with new people means fresh ideas. Welcome them. Try them. See if they fit into your teaching style.

OPEN

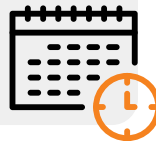
Get information for important school and district **contacts** before you need them and store it in an easily accessible place: absences, tech issues, copy needs, certifications, payroll, benefits, and insurance.



It doesn't matter if you teach second-grade math interventions or AP science to high schoolers, stock up on **stickers**. Your kids will love stickers for good work.



If it's not provided for you, get copies of **meeting dates, locations, and times** for faculty meetings, PLC, content, and grade-level teams. Ask about your role at these meetings as well.



Establish a **quiet signal or call back**. Depending on the change, your old ones may not work with the new age group. Your new building could use a consistent signal, so ask your fellow teachers.



Read every **IEP and 504 plan** thoroughly to understand all modifications and accommodations. Touch base with your special education department for any questions or concerns.

Discuss **procedures** for restroom breaks, hallway travel, homework policies, duties, lunch and recess times, student arrivals, and dismissals with your new teammates. Make sure your expectations are consistent.



Be smart with **tech use** and social media. Find out what is acceptable per your district guidelines. Discuss policies for students and teachers concerning phones at school.

Get involved! If you previously had an afterschool art club, see if that's possible with your new position. Volunteer to help the choir teacher supervise at a concert or decorate bulletin boards in the halls.



Adjust your **classroom management system** to fit the grade level of your new students and/or expectations of the new building.



Know that it's okay to feel uncomfortable in a new setting. Even if you chose to change your position, it'll take some time to adjust. Give yourself some grace.

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