



# SDSF PUNJABI SCHOOL TEACHER ASSISTANT

## Application Form

Year: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

### Please provide the following information:

Your Completed Grade level in Punjabi School:

Your Grade level in Regular School:

Can you read, write, and speak Punjabi? **1 = Fluently** or **2 = No.** (Please enter either 1 or 2 below)

Read:		Write:		Speak:	
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### Requirements

- Volunteers must be attending 7th grade or higher at a regular school and have completed all Punjabi grades in (SFSD)
- A Punjabi proficiency test is required if the volunteer did not attend SFSD Punjabi School
- Volunteer must commit for sewa of entire school year. **(In order to qualify for a Certificate at the end of the year, a maximum of three absences are allowed unless there is an emergency.)**

### Punjabi School Teacher Assistant Responsibilities

- Teacher's assistant work under the guidance of a teacher to help perform classroom tasks.
- Help teacher on homework check & Students attendance.
- Listening children read or reading to them.
- Helping children who need extra support to complete tasks.
- Give one-on-one or small group instruction and lesson review.
- Helping teachers to plan learning activities (such as quiz, puzzle, tracing, matching and cross-word etc.)
- Supporting teachers in managing class behavior.
- Provide additional supervision for students during class, recess/break, and on class outings or field trips.
- Help teacher on special events (such as Exams, Virsa day, etc.).
- Taking Time Off, please inform the Teacher and Education committee in advance, unless there is an emergency, so we can manage accordingly.

Thank you very much for your interest. Please return the completed application form to Punjabi School committee.

Applicant Signature \_\_\_\_\_ Guardian Signature: \_\_\_\_\_

### For School Use only:

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Note:-