Teacher–Paraeducator Instruction Handoff

Use this short conversation guide before an activity. The teacher leads instruction; the team agrees on how support will work.

Activity or lesson: _____ When: _____

1 · Learning target

What should the learner have a chance to practice?

2 · Materials and setup

What needs to be ready? Where will the activity happen?

3 · Who does what?

Teacher: directions, modeling or instruction

Paraeducator: agreed support during the activity

4 · Supporting participation

What choice, communication support or adjustment is already planned? How will we offer help and allow time for a response?

5 · Check in and adapt

What should we notice about participation? When should the paraeducator check back with the teacher?

Quick close: Is anything unclear? Who will make the next adjustment, and when?

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