

POLICY 200.13-
ROLE OF THE TEACHER ASSISTANT

Home Schools may assign a Teacher Assistant (TA) to function as a liaison between School District No.73 Business Company's (SD73BC) course teacher, students and their parents/guardians with a view to supporting the achievement of learning objectives.

1. The Teacher Assistant (TA) is to act in accordance with the following guidelines:
 - 1.1. the TA may support the teacher and student but does not replace the responsibilities of a teacher to plan, instruct, assess and report on student progress.
 - 1.2. assisting the communication between the teacher and student;
 - 1.3. advising the teacher of the home school schedule (e.g. holidays, professional development);
 - 1.4. assisting the teacher in addressing challenges specific to a particular class;
 - 1.5. ensuring all tests and examinations are supervised by a qualified teacher, and supporting the academic integrity and honesty of testing and assessment procedures outlined in Policy 200.6;
 - 1.6. complying with all policies and procedures of SD73BC for its distributing learning programs, as amended from time to time (at the following web link <https://SD73BC.ca/index.php/policy/>)
 - 1.7. acting as a liaison between SD73BC and students and their parents/guardians;
 - 1.8. ensuring that students have access to all required devices, software and internet services necessary for them to access the services and participate in distributed learning;
 - 1.9. consulting and working cooperatively with SD73BC to facilitate the delivery of the services and responding to any questions, concerns or complaints from students or their parents/guardians regarding the services;
 - 1.10. advising the teacher of any student misconduct;
 - 1.11. providing the student's schedule for online courses;
 - 1.12. encouraging and supporting students in their learning activities;

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- 1.13. ensuring students participate in activities;
- 1.14. consistently monitoring student progress and reporting to the distributed learning teacher.
- 1.15. assist in troubleshooting technical issues;
- 1.16. assist the teacher in informing parents/guardians regarding student concerns.