

# HOW TO USE THE ASSISTANTS IN CLASSROOMS

A teacher is entrusted with the **responsibility to mould and guide these EAs** in order to maximise their potential in both classrooms and extra-mural activities. In order to attain this objective, he/she **must nurture talent and present the following responsibilities** which the EAs must execute:

- **Prepares** the classrooms/ laboratories for lessons;
- **Ensures compliance** to COVID-19 protocols;
- **Marks** the register;
- **Distributes worksheets** or resources for use during the lesson;
- **Collects materials** such as Atlases, maps, globes, etc. that were used during the lesson and stores them;
- **Distributes marked learner** books or collects books to control classwork/ homework/assignments;
- **Appraises the teacher** of any matter that warrants the his/her attention;
- Maintaining classroom behaviour;
- **Supporting** learners and **assisting** them to complete tasks;
- **Supervising** learners as they work in groups;
- The EA can also **enhance use of cell phones/ tablets/ computers** for learning by demonstrating how learners can access helpful learning websites. **WhatsApp group chats**, monitored and supported by the EAs and teachers, could be set up for learners to discuss their work and support each other;
- The EA can **also provide emotional support** where learners can confide in him/her and try to assist directly or work with the teacher to help the learner; and
- The EA can also be **responsible for the supervision** of study periods, provide extra classes, assist learners with homework to keep learners engaged.

# EAs – assisting in classrooms

## Improving Training: Skills and Knowledge Focus

Phase	Suggested Activities
Foundation and Inter-Sen Phases	<ul style="list-style-type: none"><li>• Improve foundational skills of reading for meaning and writing</li><li>• Create awareness about occupations</li><li>• Instill aspiration to pursue a career</li><li>• Organize games and plan role-playing activities to show case different careers.</li><li>• Assist in the development of Self-concept.</li><li>• Source and disseminate worksheets to assisting learners in building positive Self-concept and understanding themselves better</li></ul>
Further Education and Training Phase	<ul style="list-style-type: none"><li>• Facilitate sound career planning decisions based of informed choices about Post School Education and Training (PSET) opportunities</li><li>• Timely application for admission to relevant programmers</li><li>• Applications for funding;</li><li>• Assist learners in recognizing progression routes from their subjects and think about how they may be used in the world of work</li><li>• Provide information about study and career-related matters e.g. PSET opportunities, labor market, occupations in high demand etc.</li></ul>



PRESIDENTIAL  
EMPLOYMENT  
STIMULUS



basic education  
Department:  
Basic Education  
REPUBLIC OF SOUTH AFRICA



SOUTH AFRICAN  
**ECONOMIC  
RECONSTRUCTION  
AND RECOVERY**  
BUILDING A NEW ECONOMY

## EAs – assisting in classrooms Provision of Remediation Support

- Under the guidance of the teacher, the EAs will be orientated to assist in the following (**Buddy Support**):
  - **Homework assistance** - One-on-One assistance to struggling learners
  - **Task/ Question Analysis** – Assisting to deal with complex tasks/ questions;
  - **Summarising notes as teachers teach to facilitate learner support afterwards;**
  - **Assist in the creation and support peer learning groups**